



THE M.P. STATE AGRO INDUSTRIES DEVELOPMENT CORPORATION LIMITED

PANCHANAN, 3 rd FLOOR, MALVIYA NAGAR, BHOPAL

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CIN No U01119MP19695GC001055

**ONLINE
RATE CONTRACT OFFER DOCUMENT (RCO)**

FOR SUPPLY OF

LIVE EARTH WORMS

For Financial year 2021-22, 2022-23 & onwards

DUE ON 17th February 2022

RCO submitted for ----- (to be filled by Offerer/Applicant)



**THE MADHYA PRADESH STATE AGRO INDUSTRIES DEVELOPMENT
Corporation LIMITED**

"PANCHANAN" 3rd FLOOR, MALAVIYA NAGAR, BHOPAL
Phone (0755)- 2551652, 2551756, 2761392, Fax: 0755-2557305

HO/ HORTI /2021-22/RCO/

Dated: 27th January 2022

**SHORT NOTICE RATE CONTRACT OFFER (RCO) FOR SUPPLY OF LIVE
EARTHWORMS**

The Corporation invites On-line Rate Contract Offer (RCO) from eligible Self Producer/authorized distributors as per details mentioned in the RCO documents, under e tendering system for supply of Live Earth Worms along with Earnest Money Deposit of Rs 1,00,000/-- (EMD) up to 2.00 PM on 17/02/2022 , which is available at www.mptenders.gov.in. RCO can be seen at www.mpagro.org also. Amendments if any will be published on above websites, no further notification will be published in the news paper.

Assistant Manager (Horticulture)

THE M.P. STATE AGRO INDUSTRIES DEVELOPMENT CORPORATION LIMITED

**RATE CONTRACT OFFER DOCUMENT FOR SUPPLY OF
LIVE EARTH WORMS**

This document contains 23 pages as below:

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Meaning of the words used in this document

•	The Corporation	-	M.P. State Agro Industries Development Corporation Ltd. (MPSAIDC)
•	RCO Document	-	Rate Contract Offer Document
•	Beneficiary/ Consignee	-	The person / department who wish to purchase the items through this Corporation.
•	Application forms/ the document	-	Application forms and all other relevant annexure/ documents
•	Applicant /Bidder	-	The Producer who submits offers for Rate contract for supply and installation of Items as per document.
•	The supplier	-	Firm whose name is registered against this RCO
•	EMD	-	Earnest Money Deposit
•	SD	-	Security Deposit
•	Department	-	Directorate of Horticulture and Farm Forestry Govt. of Madhya Pradesh.
•	Managing Director	-	Managing Director of M P State Agro Industries Development Corporation Ltd Bhopal

A. DISCLAIMER

Though, adequate care has been taken in the preparation of this RCO document and Technical Specifications. The Bidder should satisfy himself that the document is complete in all respect. Intimation of discrepancy, if any, should be informed to the Corporation before 03rd February 2022 up to 2.00 pm. In case of non-receipt of such intimation, it shall be deemed that the Bidder is satisfied that the document is complete in all respects.

Information received against any discrepancy (up to due date and time as mentioned above) will be examined and if any amendments required same will be appended with RCO document. If no amendments are required the Bidder have no right to raise objection.

B. SCHEDULE OF RATE CONTRACT OFFER BIDDING PROCESS

The Rate Contract Offer (RCO) is invited under E- Tender system and bidding process will have following steps:

Tender Fee	Rs. 5900/--- Rs. Five Thousand Nine Hundred only (GST inclusive)
EMD	Rs 1,00,000/--(Rs. One Lac only)

Stages of Bidding

Process	Scheduled date	Scheduled time
Purchase of RCO	27.01.2022	up to 2.00 pm
Due date for receipt of Queries or suggestions from Applicant (tenderer) if any pertaining to terms & conditions mentioned in E tender	03.02.2022	2.00 pm
Pre Bid Meeting	03.02.2022	3.30 pm
Due date for uploading reply to queries or suggestions	04/02/2022	4.00 pm
Closing of bid	17/02/2022	1.00 pm
Date and time for submission of hard copies of signed E tender documents with required annexure(s) /documents under E tender	17/02/2022	2.30 pm
Opening of Technical Bid	18/02/2022	3.00 pm
Opening of Financial (Price) Bid	Date & time will be communicated to eligible bidders	

Each stage of bidding process will take place on the date and time mentioned against them. However if the date and time is changed / postponed, information in this regard will be published on Corporation's website only.

C. SCOPE OF WORK:

The bidder has to supply "Live Earth Worms" as per Technical Specification mentioned at Annexure 4 on the price agreed upon. The Price includes 5 % Corporation margin on basic price and f.o.r.

destination in the territory of the state of Madhya Pradesh through branch offices that may be Block office or any place in the State of Madhya Pradesh. This item is being required in various schemes / departments of State Government/ Farmers. The Corporation with its 52 district offices takes the advantages of these schemes/ Market to generate business of the said items.

Notwithstanding anything else contained to the contrary in this RCO Document, The Managing Director, M.P. State Agro Industries Development Corporation Ltd. reserves the right to cancel / withdraw / modify, fully or partially the Invitation for RCO' or to accept / reject the RCO without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.

D. SPECIFICATIONS: The Items having specification as mentioned at annexure 4 of this document is being required.

E. INSTRUCTION to the BIDDER :

- 1 The rates are invited under e-tendering system from the Producer or their authorized dealer/distributor for supply of live earthworms.
- 2 The Bidders are required to read carefully the terms and conditions of document and submit documents / relevant information mentioned in RCO document which is available on website only after affixing their digital signatures as a token of acceptance.
- 3 Any amendment(s) in the document including extension of date etc., such amendment(s) will be hoisted on the Corporation's website www.mpagro.org. & on www.mptenders.gov.in. No further notification will be published in the news paper. Accordingly interested bidders are advised to keep close watch on the Corporation's website in their own interest. It is also to be noted that any such amendments will be part of Rate Contract document.
- 4 The Bidders will have to get registration with www.mptenders.gov.in for E-tendering, without registration Offers cannot be uploaded on portal. To participate in Online RCO interested Bidders will be required Registration at Portal and valid class 3 digital signature certificates. Any charge/fee required for registration by www.mptenders.gov.in is to be paid by Bidders.
- 5 The RCO document is available on website www.mpagro.org of the corporation (for view only) & on www.mptenders.gov.in for on line submission .
7. RCO Document can be downloaded by on-line payment of Rs 5900/- inclusive GST on www.mptenders.gov.in against the cost of document.
8. All the Mandatory document and relevant annexure shall be uploaded in JPG or PDF format only, in minimum resolution of 600 DPI. Document uploaded in other format will not be considered.(Self Certified with Seal and signature)

Sno	TYPE OF DOCUMENTS	AS PER CLAUSE
1	Certification of Incorporation/Society Registration/Document related to Proprietary Firm	Annexure 4 Clause A1
2	The Bidder must have minimum turnover of Rs.05 Lakhs, for live earth worms per year, Statement for last three financial years (2019-20, 2020-21 and 2021-22) should be uploaded. (Certified by C.A.)	Annexure 4 Clause A 4
3	The Bidder should be self Producer. The Bidder should submit affidavit in support of Self Producer of <u>EISENIA FOETIDA AND EUDRILUS EUGENIAE</u> Variety of Earth Worms	Annexure 4 Clause A 5
4	Good and Service Tax Identification Number (GSTN) of Production Firm/Unit	Annexure 4 Clause A 2
5	Valid Permanent Account Number (PAN) Production Firm/Unit	Annexure 4 Clause A 3
6	The Bidder should submit undertaking which may prove that bidder is not Debarred/Blacklisted by any Institute/Authority in given affidavit	Annexure 5
7	If the bidder is a Proprietorship Firm then the owner should submit declaration as per given proforma on page number 15 (Relevant document should be uploaded).	Annexure 7
8	Rate Contract offer document duly signed and stamped	Annexure 1(Clause 4.4)
9	Authority to submit the RCO to this Corporation	Annexure 4
10	Bidder must submit details of his production unit (name of unit, village, khasra no., whether Own land or lease land with photographs) and must clear the source of worms.	Annexure 9

Document uploaded in any other format will not be considered.

8. Bidder has to deposit on line the required Earnest Money Deposit (EMD) of Rupees 1,00,000 (One Lac only for each Item) on portal www.mptenders.gov.in.
9. Bidder must submit hard copies of complete technical bid including qualification criteria and related documents duly self attested (**except Price Bid**). These documents must be dropped in Tender drop box placed at Office of the Managing Director M P State Agro Industries Development Corporation Limited, 3rd floor, Panchanan Bhawan, Malviya Nagar, Bhopal, on or before due date and time of submission of offer.
10. All documents uploaded on web site must be clear and readable. **In case of any non clarity of uploaded documents** or any dispute over documents uploaded online in E-Tender, the hard copies submitted by the bidder shall be treated final.
11. Bidders are advised to upload their offer well in time without waiting for last date of offer submission in order to avoid congestion or any other unforeseen circumstances.

F. PROCEDURE FOR RATE CONTRACT

1. The Corporation invites the Offers for Rate Contract for supply of items as specified in **Annexure 4**.
2. Not more than one offer will be accepted from any Applicant/ Manufacturer. If any individual participating in the offer, representing more than one firm in one or different names and it comes to our knowledge at any point of time, all such offer will not be entertained and shall be liable for rejection.
3. It is the discretion of the Managing Director of the Corporation to accept/reject the application without assigning any reason thereof.
4. The Managing Director of the Corporation will decide the modus operandi for the selection of Bidder for Rate Contract and Finalizing of Rates.

GENERAL TERMS AND CONDITIONS

General Terms and Conditions of Rate Contract offer is as under :

01- AVAILABILITY OF RATE CONTRACT DOCUMENT (RCO)

- 1.1 The RCO document is available on website www.mpagro.org of the corporation, & on www.mptenders.gov.in .
- 1.2 RCO Document can be purchased by paying on line payment Rs 5900/- (and service charges of portal on www.mptenders.gov.in against the cost of document.
- 1.3 Any amendment(s) in RCO document including extension of date etc., such amendment(s) will be hoisted on the Corporation's website www.mpagro.org. & on www.mptenders.gov.in. No further notification will be published in the news paper. Accordingly interested bidders are advised to keep close watch on the Corporation's website in their own interest. It is also to be noted that any such amendments will be part of Rate Contract.

02- STAGES AND DUE DATES FOR BIDDING-

The stages of bidding with important dates has been mentioned at **point B (page no 5)**

03- RATE CONTRACT OFFER DOCUMENT

The Rate Contract offer document comprises of **23 pages** .The Bidder is expected to read carefully all annexure and conditions mentioned herein. Failure to comply with the requirements of submission of offer will be at the bidder risk. Offers that are not substantially responsive to the requirements of the RCO documents will be rejected.

04- SUBMISSION OF RATE CONTRACT OFFER.

- 4.1 Rate Contract Offer has to be submitted on line, on website www.mptenders.gov.in on or before due date and time, mentioned at Point B page no 5
- 4.2 All the Mandatory Documents and Rate Contract Offer Document to be uploaded (Self Certified with Seal and signature) as per list in Point E 9 shall be uploaded in JPG or PDF format only, in minimum resolution of 600 DPI or above. Document uploaded in other format will not be considered.
- 4.3 Self attested hard copies of all documents as mentioned above must be dropped in Tender drop box placed at Office of the Managing Director M P State Agro Industries Development Corporation Limited, 3rd floor of Panchanan Bhawan, Malviya Nagar, Bhopal, on or before due date and time .
- 4.4 **Submission of Documents:** The Envelope of Hard Copies (except financial bid) shall be submitted in a sealed cover super scribed with words "**Rate Contract Offer for supply of Live Earth Worms Technical information regarding eligibility**"

Envelope should contain the following documents:-

- i) RCO Document with annexure (Except financial bid) duly filled and signed on each page by authorized signatory.
- ii) Self Certified Copy of Valid PAN and GSTN (of Manufacturer and Authorized Distributor as the case may be)
- iii) Affidavit as per Annexure 3

- iv) Undertaking as per Annexure 5)
- v) Authority to sign Rate Contract (In Case Of Authorized Person Specific Power of Attorney has to be submitted/ In Case of Pvt. Ltd/ Ltd Company copy of Board Resolution has to be submitted/ **Not Applicable In Case of Partnership/ Proprietorship firm**)

- 4.5 Hard Copies received in the offer box up to due date and time will be opened on due date and time as mentioned point B -page no 5. In case of any non clarity of uploaded documents, the hard copies submitted by the Bidder shall be examined. The Corporation can take hard copies/ uploaded documents in consideration in exigencies required to do so.
- 4.6 The Corporation is not responsible for non submission of offer due to any unforeseen reasons like server downs, network problems etc. Bidder are advised to submit their offer well in advance before last date and time of submission to avoid such problems.
- 4.7 The Corporation will not be responsible for any delay on any account in receipt of hard copy of offer, even if the delay in receipt was caused in postal transit or any other reason, whatsoever.
- 4.8 On-line offer will be opened on due date and time as mentioned point B -page no 5 in the presence of the representative of firms who wishes to be present. However if the date and time of opening of offer is changed due to any unforeseen reason the revised date and time of opening will be uploaded on Portal/ website of the corporation.

05- **EARNEST MONEY DEPOSIT (EMD):**

Bidder has to deposit required Earnest Money has to be deposit on line on www.mptenders.gov.in

- (i) Earnest Money of all unsuccessful Bidder will be returned by www.mptenders.gov.in directly in the same account of the applicant. No interest is payable on the amount of EMD at the time of refund.
- (ii) Earnest Money shall be forfeited if the offer is withdrawn.
 - a. At any time prior to its rejection,
 - b. Before or after the acceptance is communicated to the Bidder.
 - c. If the selected Bidder fails to execute the agreement within prescribed time limit.
 - d. If it is found that false documents/ information are submitted.
- (iii) Earnest money of successful Bidder will be adjusted against Security Deposit (SD) at the time of the execution of the agreement.
- (iv)- The EMD will remain with the Corporation during the currency of the contract and/or till successful execution of all the order placed during the currency of the contract and will be refunded to the supplier without interest in case of no dispute.

06- **SECURITY DEPOSIT (SD):**

- (i) EMD of the successful bidder(s) will remain in Corporation as Security Deposit. The Security deposit will remain with the corporation during the currency of the contract and will be refunded to the supplier without interest in case of no dispute.
- (ii) Security deposit will be forfeited in case of failure of supply of the Live Earth Worms as mentioned in the purchase order, in time and as per the approved specifications or for any breach of terms and condition of the agreement and RCO.
- (iii) The security deposit will be refunded **on demand** after the successful execution of all orders during currency of the contract period provided no dispute/claims or complaints exist for settlement without interest.

07- **ELIGIBILITY CRITERION AND TECHNICAL SPECIFICATION:**

ELIGIBILITY CRITERION AND TECHNICAL SPECIFICATION of Earthworm are given in Annexure 4. Supplier has to supply items as per the specification mentioned and submit relevant information as sought by corporation.

08- **QUOTING OF RATES FOR RATE CONTRACT:**

- 8.1 The Bidder must submit rates online only as per format given in Annexure 6. This Format of price schedule is a sample for the Bidder. The Bidder are instructed to fill the rates in prescribed price schedule available on portal.
- 8.2 Bidder has to quote supply rate per unit inclusive of all taxes and f.o.r. destination basis which is usually a block head quarter of the districts of M.P. Rates exclusive GST and inclusive GST should be mentioned as per annexure 6.
- 8.3 Bidder within the state/outside of Madhya Pradesh: - Bidder should quote the rate as per Specifications of Live Earth Worms. There should be basic rate (Without CGST/ SGST/ IGST but including Transportation F.O.R. destination) and showing Percentage of GST separately and Material wise HSN Number (as mentioned in Annexure 6.)
- 8.4 The Bidder should quote their lowest price, in accordance to the condition mentioned in clause No. 9.
- 8.5 In Case of Taxation rates / Taxation Pattern is revised by Central/ State Govt. **the same basic rates** will be applicable.
- 8.6 Corporation Margin: Normally corporations will sale this material by adding maximum of 5% margin on purchase price excluding GST (basic Price). Suppliers are requested to quote their lowest price, in accordance to the condition mentioned in clause No. 9.

09- **REASONABILITY OF RATES:**

Bidder shall have to offer his lowest rates and it should be strictly in accordance with the clause mentioned below (applicable from the date of Submission of RCO).

- (i) The price charged for Live Earth Worms under this contract by the bidder shall, in no event, exceed the lowest price at which the identical items to any other person /organization/ government department/ Govt. Corporation / or any Govt. body in Madhya Pradesh during the period of contract till completion of all orders issued during the currency of contract.
- (ii) At any time during the aforesaid period, If the Supplier reduces unit sale price of such offered Live Earth Worms or sells such Live Earthworms to any other person / organization at a price lower than the price chargeable under the contract, the Supplier shall forthwith notify such reduction in the rate to the Corporation.

- (iii) After such reduction in unit sale price, the amount paid under this contract to supplier shall be reduced correspondingly & the Corporation shall be entitled to recover such excess amount from the supplier's forthcoming bills alongwith forfeit EMD and can be debarred for work from the Corporation.
- 10- **NEGOTIATION:** It is clarified that normally, no rate negotiation will be done and therefore the bidder should quote their lowest prices only. However if rate received is not reasonable than on recommendation of committee, the Managing Director of the Corporation may decides to give counter offer of the rates decided by the corporation to all eligible bidder.
11. **ISSUE OF CORRIGENDUM**
- a. A prospective Bidder seeking any clarification on the Tender Documents may submit queries in writing on or before date mentioned at page no 5 at MPSAID Office. Seeking clarification on e mail / by correspondence will be treated as pre-bid meeting & no pre-bid meeting will be held on.
 - b. MPSAID shall provide response to the queries as per schedule mentioned at point B -page no 5
 - c. In context to reply of quarries/suggestion, MPSAID may modify the RCO Document by a corrigendum. Any such corrigendum shall be deemed as a part of this Rate Contract offer.
12. **AMENDMENT OF RCO DOCUMENT:**
RCO once submitted cannot be amended. However, in some circumstances (such as major anomaly in the technical specifications having a major impact on pricing), the M.P. State Agro Industries Development Corporation Ltd. may decide to take fresh RCO from all or any Bidder before opening of the financial bid.
- 13- **VALIDITY OF APPLICATION:**
Applications received against this RCO shall be valid for acceptance for 6 months from the due date of submission of offer.
- 14- **VALIDITY OF RATE CONTRACT:**
The Rate Contract against this RCO is valid up to **31.01.2023** and onwards. The RCO can be extended till the new rates are circulated.
- 15- **Finalization of Rate Contract**
It is clarified that normally, no rate negotiation will be done and therefore the offerer should quote their lowest prices only. However the Managing Director of the Corporation may decides to give counter offer of the rates decided by the corporation to all eligible offerers.
- 16- **EXECUTION OF AGREEMENT:**
- (a) The Corporation will intimate the successful bidders regarding acceptance of rates and inform him to execute an agreement. Draft agreement is annexed at **annexure 8**. In case the bidder fails to execute agreement within time limit the EMD deposited by bidder shall be forfeited.
 - (b) The successful bidder shall have to execute an agreement as per **Annexure 8 & 8 a** with the Corporation. The agreement will be executed on non-judicial stamp paper of Rs. 1000/-, the cost of the same will be borne by the bidder.

17- **PLACEMENT OF ORDER:**

On receipt of demand from District Offices of the Corporation, the Authority at Head office /Regional Manager of the Corporation shall place purchase order to the supplier, the Managing Director will decide the order placing authority.

18- **SCHEDULE AND MODE OF SUPPLY / PAYMENT**

1- The supplier has to supply the ordered material as scheduled in supply order and submit bill **in triplicate** along with receipt/acknowledgement of consignee in desired proforma..

2- The payment shall be released on "Payment after Payment" basis (i:e on receipt of payment from consignee the corporation will make payment to supplier) as follows:

a) As far as possible, 80% payment of supplier's bill will be made within 30 days on receipt of payment by the corporation against the supplies along with proper receipt of items of the ordered quantity at the destination in good condition duly issued by the consignee and countersigned by the District Manager of the corporation for the consignee's district.

b) Balance 20% payment of the bill be paid after receipt of satisfactory performance report from the user department.

Note: Corporation will release the balance 20 percent payment after 60 days (from the date of supply) considering there is no complaint by the consignee against the quality of the supplied material after getting the certificate from the District Manager of the Corporation.

3- The supplier shall ensure that the item supplied by him (as per order) reaches to the consignee at destination in good condition.

4- In case supplier fails to supply Live Earth Worms within said time limit, the consignment will be accepted only with due concern of the consignee department.

5- Failure on the part of the supplier on timely supply, may lead to forfeiture of the Security Deposit (on agreement with successful bidder, EMD will be kept as security deposit) and the rate contract shall stand cancelled and agreement terminated.

6- If any dispute regarding the quality / quantity of the material supplied arises at consignee's end, the corporation will make payment after settlement of the dispute only.

19- **TARNISIT INSURANCE:**

Rates should be inclusive of transit insurance. Any loss or damage of the item during transit (either insured or not) shall be borne by the supplier

20- **FORCE MAJEURE CLAUSE:**

If any time during the currency of contract the performance in whole or in part by either party or any obligation under this contract shall be prevented /delayed by reasons of any war, hostility, acts of the public enemy, civil commotions sabotage, fire, floods, explosions, epidemics, quarantine, restrictions, strike. lockouts or acts of God (hereinafter referred to as eventualities) then neither party will be way of such eventuality be entitled to terminate this contract nor shall have any claim for damages against the other in respect of such nonperformance or delay in performance (provided notice of the happening of any such eventualities is given by either party to the other within 21 days from the date of occurrence thereof) Deliveries under this contract shall be resumed as soon as practicable after such eventualities has come to an end or ceased to exist.

21- Submission of RCO shall be deemed as acceptance by the Bidder in contest to the terms and conditions contain herein.

- 22- The Managing Director of the Corporation reserves the right to accept or reject any or all the offers without assigning any reason what so ever at any time prior to the award of the contract, without incurring any liability to the affected bidder and any obligation to inform the affected bidder of the grounds.
- 23- **PURCHASE PREFERANCE:** As per the policy of the State Govt. in respect of purchase of item for the use of Corporation, purchase preference to the extent of 30% shall be given to those producers who belong to the SC/ST category. A self certified photocopy of certificate issued by competent authority should be attached to avail purchase preference.
- 24- **INSPECTION:** The Managing Director may decide to inspect the Production / Quality Control Facilities of the offerer before or after the execution of agreement. If at any time, it is found that the information submitted by Offerer/Supplier is not according to the documents submitted, the Managing Director reserves the right to reject the offer or terminate the agreement.
- 25- **SELECTION OF FIRMS:** The Managing Director of the Corporation will decide the modus operandi for the selection of Bidder for Rate Contract. It should be noted that the Corporation may select one or more number of firms to get Rate contract. The decision of the Managing Director of the Corporation shall be final and binding to the Bidder.
- 26- The Managing Director of The Corporation reserves the right to impose penalties at his discretion for breach of the terms and conditions (commensurate with the losses incurred) which may be forfeiture of SD and/or debarring the supplier for maximum period of 5 years to supply item, through this corporation.
- 27- Managing Director of the Corporation reserves the right to amend or replace or change any condition without any notice, in exigencies required to do so.
- 28- **Arbitration:** In case of any dispute arising between the supplier and Corporation the matter shall be referred to Dy. General Manager of the Corporation. In case, the supplier is not satisfied with the decisions of Dy. General Manager, the matter shall be referred to the Managing Director of the Corporation who will act as sole arbitrator finally passes his verdict, which will be binding, to supplier and Corporation.
- 29- For all legal proceedings, the District Court Bhopal will have jurisdiction.
- 30- **OPEN ENDED PROCEDURE :-**For supply of Earthworms R.C.O. is "Open Ended", i.e. such offerers who have not been able to submit their offer to the Corporation by the due date and time can submit their offer in open ended process. For this, the following action will have to be taken.
1. Offerers fulfilling the Minimum Eligibility Criteria in the rate contract offer will submit an application to the Managing Director of the Corporation . Self attested copy of all the documents fulfilling Minimum Eligibility Criteria in the Rate Contract Offer (authorization letter and affidavit on stamp paper in original) will have be submitted along with the application.
 2. Offerers will have to submit requisite EMD (Refundable) and Rate of Contact Offer document fees (including GST, Non-refundable) along with the application in the form of Demand Draft (separately) in favor of M.P.State Agro Industries Development Corporation ltd.
 3. Application submitted by such offers for participating in Open Ended R.C.O will have to submit Rs 10,000/- (non-refundable) as processing fees, separate for each item offered, in the form of Demand Draft in favor of M.P.State Agro Industries Development Corporation ltd.
 4. Such applications received by the Corporation up-to 30th of every month will be reviewed. On the basis of the documents submitted, the Corporation can invite the eligible bidders for executing the agreement. The Corporation will cancel the ineligible applications and return their demand draft.

Assistant Manager (Horticulture)

Application Form

To

Managing Director
M P State agro Industries Development Corporation Ltd
3rd Floor, Panchanan Bhawan Malviya Nagar
Bhopal

Subject:- Rate Contract Offer for supply of-----.

Dear Sir,

Kindly accept our application for rate contract offer for supply of ----- in the state of Madhya Pradesh. I am submitting application and details as per your prescribed document.

1	Name & Address of the Applicant Firm
2	If Proprietorship
	a) Name of Proprietor
	b) Full Address
	c) PAN number
	d)GSTN No
3	If Partnership	
	a) Name of partners and their address	1. 2. 3.
	b) Is partnership deed registered If yes then date of registration (attach copy of deed)	Yes / No Date.....
4	Is Limited or Pvt. Limited Company under Indian Companies Act 1956.	Yes / No Please state the following.
	Limited or Private Limited	
	Registered Office Address	
	Date of Certificate of in Corporation	
	Memorandum & article of Association	
5	Email Address for Correspondence	
6	Location of Production units	
7	Year of Establishment of the units.	
8	Manufacturing Registration Certificate (Licence/ Acknowledgement EM Part II/ IEM) issued by District Trade Industries Centre (DTIC) or Statutory Competent Authority for manufacturing the Plastic Item.	
9	Name of Person Singing the RCO (In Case Of Authorized Person Specific Power of Attorney has to be submitted)

I here by confirm that all the above information is true to the best of my knowledge & belief. All the documents as required in the documents as enclose.

Date

Seal & Signature of the offerer

or

their authorized Representative

Note: Separate sheet may be used if necessary

ANNEXURE- 3**A- List of Mandatory Documents to be uploaded (Self Certified with Seal and signature)**

S.No	TYPE OF DOCUMENTS
1	Document as Supplier of Living Earth worms
2	Valid Permanent Account Number (PAN) along with last three years ITR
3	Valid GST No. along with last three month GST return File
4	CA Audited last three financial years (2018-19, 2019-20 and 2020-21) Balance sheet
5	Affidavit as per Annexure 4
6	The Bidder should be self Producer. The Bidder should submit affidavit in support of Self Producer of Eisenia foetida and Eudrilus eugeniae Variety of Earth Worms. Annexure 6
7	Bidder must submit details of his production unit (name of unit, village, khasra no., whether Own land or lease land with photographs) and must clear the source of worms. Annexure 5
8	Declaration of proprietorship firm. Annexure 8
9	Required document which are mentioned in RCO

AFFIDAVIT

We.....hereby offer for the supply of ----- conforming to the Specifications as mentioned in RCO.

We undertake to supply such quantities of material as per Specification as mentioned in RCO, as we may be called upon to supply and under the conditions here-to enclosed during the allotted period from the date of execution of the agreement on the rates agreed upon, at the places to be specified by the M.P. State Agro Industries Development Corporation Limited within the specified delivery period.

We undertake that our firm has neither been Blacklisted/Debarred by any Government / Government Undertaking /Bank nor penalized on the same ground. We also undertake that no legal proceeding is pending in any Courts on the same grounds.

We undertake that the rates given to the Corporation are the lowest price, in accordance to the prevailing rates of the Company / their other authorized dealer & market condition. In case of any dispute or discrepancy in the submitted rates we will be sole responsible. In such cases the Corporation will be free to recover the losses or impose penalties as decided by the Managing Director of the Corporation.

We hereby agree to abide by and fulfill all the terms and conditions of contract annexed hereto and in default there of to forfeit and pay to the M.P. State Agro Industries Development Corporation Limited, the penalties or sum of money mentioned in the said conditions.

The sum of Rs. 100000 (One Lacs Only) in the form of Demand draft or any of the form specified in the agreement of RCO Documents is herewith forwarded as Security Money Deposit which shall be retained by The MP State Agro Industries Development Corporation Limited.

I have read and fully understood the terms and conditions of supplies etc. mentioned in the documents.

	Name :.....
	Designation:.....
	(Signature with Office Seal..)
Witness:	
1.	
2.	

Note: To be submitted on non judicial stamp of Rs 500.00

B- ELIGIBILITY CRITERIA

1. Bidder may be a company registered under the Companies Act, 1956, or a Partnership Firm registered under Partnership Act, 1932 or a Co-operative Firm registered under Co-operative Act or Proprietorship Firm as the case may be (Upload self certified copy of registration)
2. Bidder must have valid GST Number (Relevant document should be uploaded).
3. Bidder must have valid PAN Number. (Relevant document should be uploaded).
4. The Bidder must have minimum turnover of Rs. 20 Lakhs, for live earth worms per year, Statement for last three financial years (2018-19, 2019-20 and 2020-21) should be uploaded. (Certified by C.A.)
5. The Bidder should be self Producer. The Bidder should submit affidavit in support of Self Producer of Eisenia foetida and Eudrilus eugeniae Variety of Earth Worms.
6. Bidder must submit details of his production unit (name of unit, village, khasra no., whether Own land or lease land with photographs) and must clear the source of worms.

B. TECHNICAL SPECIFICATION OF ITEM

S.No.	Specification
1	EISENIA FOETIDA - Minimum number of earthworms must be 1000 per Kg. weight. It must have at least 60% Adult Worms.
2	EUDRILUS EUGENIAE - Minimum number of earthworms must be 1000 per Kg. weight. It must have at least 60% Adult Worms.

1. Supply System (packing) shall be done in appropriate packing along with vermi compost in proper moisture so that worms could reach f.o.r. destination in live and healthy condition.
2. Live Earthworm should be packed in such a manner so as to sustained outside temperature up to 46 degree centigrade.
3. The bidder has to supply requisite material f.o.r. basis that may be District Office/Block Office as per requirement.
4. The bidder will be fully responsible for the Quality (purity of worms species) and Quantity of the material supplied to the consignee.

Undertaking
(On Producer's letter Head)

We M/s..... having registered office at.....have gone through the terms and condition of Rate contract Offer Document invited by this corporation which is due on 8rd February 2022 and ShriDesignationhas been authorized to submit Rate Contract offer for supply of Live Earthworms on behalf of our company.

We hereby undertake to supply the said variety of live earthworms as has been mentioned in this document.

We undertake that our firm has neither been Blacklisted/Debarred by any Government / Government Undertaking /Bank nor penalized on the same ground. We also undertake that no legal proceeding is pending in any Courts on the same grounds.

Authorized Signatory

Seal

Name and Designation

*Note : * To be submitted in original.*

*** In Case of Company it should be supported with board resolution. In other case it should be issued by Proprietor/ Managing Partner.*

PRICE BID / FINANCIAL BID
FORMAT FOR FINANCIAL OFFER FOR SUPPLY OF LIVE EARTH WORMS OF THE YEAR 2020-21 (WITH UP TO DATE AMENDMENTS)

NAME OF OFFERER-----

NAME OF PRODUCER-----

Sl. NO	Item Description	VARIETY	Quantity	Units	BASIC RATE inRs	GST AMOUNT	TOTAL AMOUNT Without Taxes In Rs	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In words
1	2	3	4	5	13	15	53	54	55
1	Minimum number of Worms must be 1000 per Kg. weight. It must have at least 60% Adult Worms.	EISENIA FOETIDA	No						
2	Minimum number of Worms must be 1000 per Kg. weight. It must have at least 60% Adult Worms.	EUDRILUS EUGENIAE	No						

Annexure 8

DECLARATION OF PROPRIETORSHIP FIRM

Upload on Rs. 500/- Non Judicial Stamp Paper Notarized Copy, as well as submit original hard copy at the time of Rate agreement

We have gone through the complete RCO documents, and understood the instruction to the bidder and we accept the Terms & Conditions mentioned in this RCO documents.

I/We-----

declares that the above mentioned firm is proprietorship firm and that I/we the sole proprietor and 100 % ultimate beneficial owner of the firm.

Date -----

Offerer's Signature -----
(Name -----)

Witness (Name & Signature)

Address -----

Address-----

Name of the Firm -----

(Seal & Signature) -----

AGREEMENT

This agreement has been made at Bhopal on the day of between Madhya Pradesh State Agro-Industries Development Corporation, 'Panchanan, 3rd Floor, Malviya Nagar, Bhopal, M.P. (hereinafter referred to as the 'Corporation' which expression shall unless repugnant to the context or meaning thereof includes its successors and assigns on the one part.

AND

M/s. having its office at through Shri designation(hereinafter referred to as the Supplier whose expression unless repugnant to the context and meaning thereof includes its assigns, successors and administrations on the other part.

WHEREAS the Corporation invited Rate Contract Offer (RCO) for supply of Live Earthworms on the terms and conditions envisaged in the terms schedule issued with the Rate Contract Offer Document and purchased from the supplier

AND

WHEREAS the supplier has accepted each and every term and condition contained in the Rate Contract Offer Document, while submitting his offer.

AND

WHEREAS the Corporation has accepted the offer submitted by the supplier vide its letter of acceptance no.dated in consideration of the promises and the mutual promises and undertakings hereinafter specified and for other good and valuable consideration this agreement witness and is hereby agreed on the conditions of the Tender. The following documents shall form and be constructed a part of the Agreement Deed:-

- a. The Tender submitted by the supplier including all the annexure attached thereto.
- b. Specifications(Bill of Material) for supply of ----- (Attached)
- c. The letter of acceptance dated ----- issued by the Corporation.
- d. The offer submitted by the supplier.
- e. The rates mentioned in annexure to agreement.

The aforesaid documents shall be taken as complementary and mutually explanatory of one another but in case of discrepancies and ambiguities shall take precedence in the order set out above. In this regard the decision of Managing Director, M.P. State Agro-Industries Development Corporation Limited shall be final.

IN WITNESS WHEREOF the parties hereto have signed this agreement on the day and year referred to above.

For Supplier	For M.P. STATE AGRO INDUSTRIES DEVELOPMENT CORPORATION LIMITED
Signature with Office Seal	GENERAL MANAGER(Horticulture)
Witnesses 1	Witnesses 1
Witnesses 2	Witnesses 2

Note: To be submitted on non judicial stamp of Rs 1000.00

ANNEXURE TO AGREEMENT

NAME OF OFFERER-----

NAME OF PRODUCER -----

Sno	Items	Supply Rate in Rs Per Unit to corporation Excluding of all tax (GST) FOR Destination	GST		Supply Rate in Rs Per Unit to corporation including of all tax (GST) FOR Destination	HSN code of GST	Unit	Qt available for supply under this contract
			%	Value				
1.	EISENIA FOETIDA Minimum number of Worms must be 1000 per Kg. weight. It must have at least 60% Adult Worms.						Per Kg.	
2.	EUDRILUS EUGENIAE Minimum number of Worms must be 1000 per Kg. weight. It must have at least 60% Adult Worms.						Per Kg.	

SIGNATURE
NAME OF BIDDER

**Details of production unit (name of unit, village, khasra no.,
whether Own land or lease land with photographs) and
must clear the source of worms.**

SN	DESCRIPTION	DEATILS
1	NAME OF UNIT	
2	LOCATION KHASARA NO VILLAGE TEHSIL DISTRICT	
3	KHASRA NAKSHA	
4	NO OF VARTMICULTURE UNITS ESTABLISHED	
5	PROCUTION CAPACITY PER ANNUM	
6	SOURCE OF EARTH WORMS	
7	VIRUS TEST REPORT ISSUED BY VETENARY & ANIMAL HUSBANDRY DEPTT	

I hereby confirm that all the above information is true to the best of my knowledge & belief. All the documents as required in the documents as enclose.

Date	Seal & Signature of the offerer or their authorized Representative
------	--

Note: Separate sheet may be used if necessary