



**Request for online Quotation – Hiring of Agency for Organizing
Outof State Study Tour**

Country: India

Name of Project: Hon. Balasaheb Thackeray Agribusiness & Rural
Transformation(SMART) Project, Pune

**Contract Title:- Hiring of Agency for Organizing Out of State Study
Tour i.e. Indore(M.P.) from 25.03.2023 to 31.03.2023.**

Loan No.: IBRD Loan No90310

RFQ Reference No.: SMART/DIU Beed/VCDS/ 201/2023 Date: 15 /03/2023

Issued by:

**Head, DIU, SMART cum Project Director (ATMA), Beed
Hon. Balasaheb Thackeray Agribusiness & Rural Transformation (SMART) Project
Department of Agriculture, Government of Maharashtra
Bindusara Nursery, Dhanora Road,
Beed-431122
beed.diu.smart@gmail.com Mo. 9420385518/9373915321**



INVITATION FOR E-QUOTATIONS

Hiring of Agency for Organizing Out of State Study Tour i.e. Indore, Ujjain (M.P.)

1. Department of Agriculture, Government of Maharashtra has received financing from the World Bank towards "Hon. Balasaheb Thackeray Agribusiness & Rural Transformation (SMART) Project" to transform agriculture and livelihoods sector in Maharashtra. The objective of the project is "to support development of inclusive and competitive agriculture value chains focusing on smallholder farmers and agri-entrepreneurs in Maharashtra". This would be achieved by expanding access to new and organized markets for producers and enterprises with complementary investments in provision of technical services and risk management capabilities.
2. **Head DIU, SMART Cum Project Director (ATMA), Beed**, Hon. Balasaheb Thackeray Agribusiness & Rural Transformation (SMART) Project now invites online quotation on <https://mahatenders.gov.in> from eligible bidders for the following items.
- 3.

Sr. No.	Item / Services Description	Technical Specification	Unit	Qty.
1	Transport	Well-Conditioned A/C Bus (45 Seater) Approximate 2100 KM with Fuel	Nos	2
		Above 2100 KM	Per Km	1
2	Breakfast	Breakfast	Nos	630
3	Tea	3 Time Tea Per Day	Nos	1890
4	Lunch & Dinner	2 Time Full Meal	Nos	1260
5	Drinking Water	Drinking Water	Ltr	3150
6	Boarding Facility at Night	Rooms (2+1 Bed) with attached Toilet-Bathroom and warm water for 6 Night Halt. (Per day @30 Rooms)	6 Night Rooms	180

3. Schedule of RFQ :

Sr No	Details	Date & Time
1	Date & Time for Commencement of Downloading RFQ document.	Date: 16/03/2023 Time: 04:00 PM
2	Last date & time for downloading the RFQ document	Date: 22/03/2023 Time: 5:00 PM
3	Last Date (deadline) & Time for submission of quotations	Date: 22/03/2023 Time: 5:00 PM
4	Date and Time for Opening of Technical Envelope	Date: 23 /03/2023 Time: 5:00 PM
5	Date and Time for Opening of Financial Envelope	It will be published on https://mahatenders.gov.in

4. Tender Fee & EMD :

Sr No	Information	Details
1.	Tender Fee	Nil
2.	Earnest Money Deposit (EMD)	In the form of bid security declaration in the attached format.

5. Bid Price

- The contract shall be for the full quantity as described above.
- All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- The rates quoted shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Prices shall be excluding GST.
- Rate should be inclusive of supply and installation
- Bidder should quote rate for all the items /any of the item (*keep any one if quotation invited for multiple items*).

6. Validity of Quotation

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

7. Cost of Bidding:

The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Purchaser shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

8. Language of Bid:

The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Purchaser, shall be written in the English language.

9. Pre-bid Meeting: No Needed

The purchaser will convey a pre-bid meeting for queries, if any, by the prospective bidders. Bidders are requested to attend a Pre-bid meeting for clarification on the Tenders' technical specifications and commercial conditions, on the time, date, and place mentioned therein.

10. Amendment in RFQ Document

At any time prior to the deadline for submission of quotation / bids, the Purchaser may amend the RFQ document by issuing addenda on <https://mahatenders.gov.in>

11. Eligibility Criteria:

- The bidder must have successfully Study Tuour (*at least 504 Person*) quantity in any one year during last three financial years.

OR

The bidder must have successfully Study Tuour similar item of value (*at least 15.12 Lakh*) in any one year during last three financial years

- Bidder should be registered under Goods and Services tax Act, 2017
- Bidder should have its main or branch office anywhere in Maharashtra

- d) Bidder should have achieved in at least one year an annual financial turnover not less than Rs 36.00 lakh @ in the last three financial years (i.e. 2019-20, 2020-21 and 2021-22)
- e) The bidder should not be blacklisted /banned by any Government organization/PSUs during last 3 years.

12. Submission of bid:

- a) The bidder should submit the bid online on e-tendering Portal <https://mahatenders.gov.in>
- b) The bids submitted, shall comprise of the following 2 envelopes:
 - **Envelope 1:** Technical Bid
 - **Envelope 2:** Financial Bid in the form of BOQ
- c) Modification and Withdrawal of Bids – Resubmission of bid by the agencies for any number of times before the final date and time of submission is allowed.

13. Bid Security :

- 1) Bidder should submit bid security declaration in the attached format. If bidder not submitted bid security declaration, in such case the bid submitted by such bidder shall be rejected.
- 2) The Bid Security declaration shall be executed
 - a) if a bidder withdraws its bid prior to the expiry date of bid validity specified by the bidder on the letter of bid or any extended date provided by the bidder; or
 - b) During the bid process, if any information submitted found manipulated / hidden /false / mala fide in the bid
 - c) if the successful Bidder fails to
 - (i) sign the Contract or
 - (ii) furnish a Performance Security

14. Technical bid: (Envelop 1)

The bidder has to upload following documents in the technical envelope.

- a) PAN Card copy
- b) GST registration certificate
- c) Bid security declaration (in attached format)
- d) Registration Certificate of at least One Tourist Vehicle with National Permit.
- e) Turn over certificate issued by the chartered Accountant/ITR Copy /Balance sheet
- f) Work order /invoice copies (with respect to clause 11a)
- g) The declaration that the bidder is not black listed/banned by any government organization/PSUs. (in attached format)

h) Other Terms And conditions:-

- a. The agency should have minimum 1 tourist vehicle registered in its name or subcontractors name & model should not be earlier than year 2016.
- b. The agency shall bear all expenses required for keeping the vehicles in smooth running condition such as fuel, lubrication oil, consumables, necessary spares, maintenance, driver's salary etc.
- c. Should be Supply hygienic food, 24 hrs RO Drinking Water facility & Boarding facility.
- d. All applicable taxes, license, entry fee, comprehensive insurance and any other documents for operating the vehicle commercially should be fully paid and should be available in the vehicles.
- e. Driver to be provided must possess valid driving license having minimum

three years' experience. The agency must submit the photocopies of valid license during the use. The Drivers of the vehicle must follow traffic rules and other regulations prescribed by the Govt. from time to time.

- f. The Vehicle should report to the place of requirement as per direction of the office.
- g. The Client will not be responsible for any loss, injury, damage or accident to the vehicle or to any other vehicle.
- h. The agency should have the arrangements for repairing their vehicle in a short time and during the repair time the agency should provide a substitute vehicle and driver immediately.
- i. The telephone facility (24 hours) must be available with the agency. The agency shall pay the Parking, Toll, Permit charges during the travel and the same shall be reimbursed by Client to the agency on raising of the bill.
- j. RTO Permit should be obtained by agency including insurance of trainees insurance related matter should be handled by agency himself.
- k. Applicable tax 2% TDS & 2 % GST would be deducted at source.
- l. A penalty of Rs. 2000/- per day may be levied if any vehicle fails to meet above terms and conditions on any day.
- m. Agency should take signature on duty slip of concern officer. Any advance will not be paid. Agency will be responsible for drivers lodging, boarding and any other expenses, vehicle expenses during travel.
- n. The agency will abide by all applicable statutory requirements as per Minimum Wage Act, Employee's Provident Fund Act, Workmen Compensation act, Payment of Wages Act, Contract Labour (Regulation and Abolition) Act and motor vehicle Acts. Etc.
- o. Client will not be responsible or liable in case of any dispute arising between the agency and the drivers employed by the agency and no relationship of Employer and Employee shall come into existence between the Client and the agency or drivers for which all responsibilities shall vest with the agency alone.
- p. In case of any dispute arising out / relating to interpretation of terms of conditions or functioning of the agency vis-a-vis the client shall be the sole authority to decide the arbitrator in accordance with the Indian Arbitration Act 1940. The agency agrees to execute all documents, which may be required by the client in this regard.

15. Financial Bid:

- a) The bidder shall submit Financial Quote in BOQ format only.
- b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- c) The rates quoted shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices shall be excluding GST.
- e) Rate should be inclusive of supply and installation
- f) Each Bidder shall submit only one quotation. Bidder shall not contact other Bidders in matters relating to this RFQ.

16. Bid opening and Evaluation process

a) Opening of Envelop - A (Technical Bid)

The 'Technical Envelop' of bids will be publicly opened first online in the presence of the bidders' designated representatives and anyone who chooses to attend at the address on the date and time specified in the tender notice. In the event of the date specified for bid opening being declared as a closed

holiday for the purchaser's office, the due date for opening of bids will be the following working day at the same time and venue.

b) Evaluation of Technical Bid

The evaluation of the technical bids will be carried out as per the eligibility criteria mentioned in the clause 7 & clause 9. The bidders fulfilling minimum eligibility criteria are declared technically qualified and eligible opening of the financial proposal.

c) Opening of Envelop - 2 (Financial Bid)

This envelope of technically qualified bidders shall be opened as per e-tendering procedure. The date and time of opening of financial bids will be published on <https://mahatenders.gov.in>

17. Evaluation of Quotations

The SMART Project will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) are properly signed; and
- (b) conform to the terms and conditions, and specifications.

The Quotations would be evaluated for all items separately. GST cost shall not be considered in evaluation.

18. The procurement process is carried out as per the World Bank's "Procurement Regulations for IPF Borrowers", July 2016 Revised November 2017, July 2018, and November 2020. No special preference, relaxation will be accorded to any bidder either for price or for other terms and conditions.

19. Award of contract

The SMART Project will award the contract to the bidder/bidders' who has been determined to be substantially responsive.

- 1) Who has offered the lowest evaluated price (L1) for the item/items i.e. evaluation of financial quote will be done separately for each item. OR
- 2) who has offered the lowest evaluated price (L1) for the items together i.e. total amount of the financial quote.
- a) Notwithstanding the above, the SMART Project reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- b) The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply/ work order.

20. Performance Security:

- a) The successful bidder shall submit Performance Security @5% of Contract Price. The Performance Security shall be in the form of the Demand Draft or Bank Guarantee and shall be valid till 60 days after completion of the bidder's performance obligations under the Contract, including any warranty obligations, unless specified otherwise.
- b) The Performance Security without interest will be discharged/returned upon being satisfied that there has been due performance of the obligations of the selected bidder under the contract.

21. Tentative Training cum Exposure Tour Schedule:


Date	Place		Details
	From	To	
25.03.2023	Beed	Burhanpur	KVK , Organic Farm visit
	Burhanpur	Khandwa	KVK visit, college of Agriculture visit, Training and Visit at Cotton Reserch Institute, Visit To Khandwa Farmer Pro. Co.
	Khandwa	Onkareshwar	Stay At Gajanan Maharaj Trust Onkareshwar.
26.03.2023	Onkareshwar	mahu (Indore)	Vetenary college field visit, KVK kasturba gram Indore field visit, Stay At Farmer Training Center Indore
27.03.2023	Indore	Indore	NRCS (ICAR) soyabean filed visit, college of agriculture field visit Farmer Training Center Stay At Indore
	Indore	Dewas	KVK Balgarh Dewas Field visit and Training
28.03.2023	Dewas	Ujjain	Ujjain KVK Visit, Kaleshwar Farmer Pro. Co. Stay At Ujjain.
29.03.2023	Ujjain	Dhar	KVK Visit and Training, Stay At Dhar.
30.03.2023	Dhar	Khargone	KVK Visit, Stay At khargone
31.03.2023	Khargone	Beed	Return To Beed

20. General Conditions:

- The quantity mentioned may increase /decrease (+/- mention 2-5%) depend on the requirement
- All legal disputes relating to the supply and installation etc. are subject to the jurisdiction of court of law at Beed .

21. Payment:

Payment will be made within weeks after successful supply and installation of goods certified by the authority appointed by the Project along with the bill/invoice. Applicable GST will be paid on submission of invoice/bill.


S. M. Salve

District Implementation Unit (SMART)
Project Director (ATMA), Beed

FORMAT OF DECLARATION IN LIEU OF EMD/BID SECURITY
(To be submitted on the Bidder's Letter Head)

Date: *[insert date]*

RFQ/ Tender Ref No.: *[insert number]*

To: *[insert complete name of Purchaser]*

I/We(Insert Name and Address of Bidder)

am/are submitting this declaration in lieu of Bid Security/Earnest Money Deposit for

.....(Insert Title of the RFQ), thereby fully accepting that I/We will be

suspended and shall not be eligible to participate in the Tenders invited by any

World Bank funded Projects , any government tenders , PSUs for a period of Three

years from the date of such Suspension Orders, under the following circumstances:-

- a) If after the opening of quotation/ tender, I/We withdraw or modify my/our tender during the period of validity specified in the Request for Quotation / Bid Documents (including extended validity, if any) or do not accept the correction of the quotation/ tender Price pursuant to any arithmetical errors.

- b) If after the issue of supply order, I/We fail to furnish the required Performance Security, sign the Contract within the time limits specified in Request for Quotation/ Tender Document.

Signature and Seal of Authorised Signatory of bidder
Name of Authorized Signatory

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON BIDDER'S LETTER HEAD
WITH REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION OF**

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

Date: *[insert date]*

RFQ/ Tender Ref No.: *[insert number]*

To: *[insert complete name of Purchaser]*

We hereby confirm and declare that we, M/s -----,
is not blacklisted/ De-registered/ debarred by any World Bank funded Project/
Government department/ Public Sector Undertaking/ Private Sector/ or any other
agency for which we have Executed/ Undertaken the works/ Services during the last
5 years.

Signature and Seal of Authorized Signatory of bidder
Name of Authorized Signatory.....

TURNOVER CERTIFICATE ISSUED BY CHARTERED ACCOUNTANT FIRM
(on CA's letter head)

TO WHOMSOEVER IT MAY CONCERN

This is to certify that M/s. (name of bidder) is having registered office at (detailed office address). The turnover of the (name of firm) for the three financial year based on the audited financial Statement is as under.

Sr. No.	Financial Year	Turnover in Rs.
1	FY 2019-20	
2	FY 2020-21	
3	FY 2021-22	
	Total Turnover	
	Average Turnover	

The above information/figures are true and authentic to the best of my knowledge and belief. I/we am/ are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of bid or at any stage, besides liabilities towards prosecution under appropriate law.

Signature of the Chartered Accountant

Name of the Firm

Registration No.

Date:

Place:
(Seal of the Chartered Accountant)

Email id: