

**Annexure – VII**  
**Short Tender Notice (Forest Works & Civil Works Major & Minor) and Schedule**  
**Government of Andhra Pradesh**  
**Forest Department**

Rc. No. 27/10-DM  
Date: 22.9.2011

O/o State Silviculturist, RFRC, Lalacheruvu  
Rajahmundry

Tenders are invited for the following works by State Silviculturist, Rajahmundry

Sl. No.	Nature of work & Physical units	Total estimated value of work (mention in figure & words in Indian Rupees & Paise)	Estimated value of each physical unit	Total estimated value of work
1	Production of 700000 Nos. Eucalyptus clonal ramets of ITC clone No.7 at RFRC, Lalacheruvu, Rajahmundry during 2011-12.	3010000=00 Rupees thirty lakh ten thousand only	As per estimate	

1. Tenders are invited for production of Seven lakh clonal plants of ITC BPL clone number 7 utilising the existing facilities available with the Forest Department at the RFRC campus, State Silviculture Division, Lalacheruvu, Rajahmundry. The facilities available include the root trainers, mist chambers / polypropagators and shade house in as is where is condition only.
2. Water and electricity provisions will be available at the production centre. However, the availability of electricity on daily basis will be as per the regulations of load by the electricity boards. The tenderer has to make alternate arrangements of power for the production and maintenance and any loss due to lack of electricity or load shedding or irregular power supply by the electricity department is to be borne by the tenderer. The tenderer may establish more polypropagators / temporary mist chambers / sand beds etc., at his own cost to speed up the production with out causing any damage to the existing facilities at the research centre and these have to be removed at the end of the production by the tenderer. The tenderer has to maintain the nursery clean and neat. He shall have to maintain / repair the existing mist chambers / poly propagators / shade houses etc., when required during the production at his cost to see that the production does not stop for want of repairs etc.,
3. The tenderer has to make his own arrangement of vermiculate / coir pith / potting medium at his cost and also the labor at his cost.
4. The coppice shoots of ITC clone number 7 will have to be procured by the tenderer only from the certified sources identified by the Forest Department and in the

presence of the staff deputed by the State Silviculturist, Rajahmundry to ensure that only ITC Clone 7 plants are produced. (Clone mentioned anywhere in this tender means ITC BPL Clone number 7 only).

5. The planting stock should be at least 30 cms in height and graded at the time of delivery and will be delivered to the State Silviculturist, Rajahmundry at the production centre not later than 30<sup>th</sup> June, 2012. The tenderer may resort to batch wise production as per the available facilities at each production center and the final stock to be handed over should be above 30 cms in height, healthy, disease free plants. This tender is for complete target mentioned above and can not be for part of the target. The tenderer has to deliver the complete targeted numbers and if he fails to deliver the total targeted quantity, the State Silviculturist, Rajahmundry is free to take measures to produce the same by engaging any other agency, at the cost of the tenderer and tenderer is liable for penalties as mentioned under Penalties clause below.
6. The rate to be quoted is per healthy, disease free rooted cutting of ITC BPL Clone No 7 delivered to the State Silviculturist, Rajahmundry at the end of June 2012 including all taxes applicable. The success rate (rooting percentage) and risks in production such as occurrence of pests and diseases, non availability of required apical /coppice shoots, water quality etc., is entirely the contractor's responsibility. The Contractor shall not sublet the work to any other agent or agents under any circumstances.
7. The State Silviculturist, Rajahmundry is not responsible for any labor problems and problems related to the labor such as payment of minimum wages etc.,
8. The tenderer should submit a tentative schedule of batch wise production and should adhere to it as far as possible.
9. The tenderer should employ a supervisor with sufficient knowledge of production and maintenance of Eucalyptus clonal planting stock to be available at each production centre to continuously supervise the works. The tenderer should submit the details of such supervisors employed to the State Silviculturist, Rajahmundry including the contact details.  
  
The Contractor shall be fully responsible for the omissions and commissions of the supervisors , workers/ laborers engaged by him in connection with the execution of the work.
10. The tenderer should take all precautions to prevent gall or any other pest attack and resort to timely prevention / control measures such as application of insecticides / fungicides etc.,
11. The tenderer should apply required fertilizers to maintain in healthy condition, the planting stock produced.

12. The tenderer should maintain a register at each production center showing the details such as the date of loading the mist chambers / polypropagators, number of ramets loaded etc., for each batch. He also shall maintain the batch wise identity of the hardened plants. He shall grade the planting stock batch wise.

**Payment schedule:**

13. The payment schedule for the production of the above stock will be as following: the tenderer will be paid 70 % of the cost of the planting stock as per the accepted tender rate for each batch after the rooted cuttings are taken out of the mist chambers / polypropagators after each loading and are hardened. The remaining 30 % will be made at the end of total production of the tendered quantity and after handing over of the planting stock at the end of June 2012.
14. Taxes as applicable including income tax etc., will be deducted from the payments to be made to the tenderer as per the rules in force and as per the rates in force.
15. The total number of plants for which final payment made will be for the healthy disease free plants handed over to the State Silviculturist, Rajahmundry at the end of June ,2012 and any mortality noticed in the planting stock till handing over of the stock at the end of June 2012 will be replaced by the tenderer by producing sufficient replacement stock the cost of which will be borne by the tenderer. At the discretion of the under signed, the State Silviculturist, Rajahmundry may take delivery of the planting stock available before June 2012 also by making the payment of remaining 30 % withheld for the stock taken delivery of.
16. The cost of maintenance of the plants in healthy condition till handing over to the State Silviculturist, Rajahmundry at the end of June 2012 will be borne by the tenderer even though early batches may have to be maintained for longer periods.

**How to obtain tender form / schedule :**

17. Tenders should be submitted in the prescribed form (schedule). Tender schedules along with terms and conditions may be obtained from O/o State Silviculturist, RFRC campus, Lalacheruvu, Rajahmundry Phone No.9440810153 on payment of nonrefundable amount of **Rs.500/- ( Rupees Five Hundred only)** for each schedule before **12.00 noon on or before 01.10.2011**. Alternately, the tender forms can be downloaded from the internet at <http://forest.ap.nic.in/tenders.htm> in which case, the tenderer should enclose a Demand Draft for Rs 500/- (Rupees Five Hundred only) along with the tender form at the time of submission of the tender.
18. Tender schedules will be issued to the registered contractors. Tenderers who have not registered themselves as Forest Department Contractors have to furnish evidence of their good record and capacity to do work. If the department is satisfied about their good record and capacity to do work, then only the tender schedules will be supplied to the tenderers not registered with the Forest Department. In case the

tender is downloaded from the internet, the tenderer may enclose details of his experience and proof.

19. The cost of tender schedules may be paid by way of Demand Draft drawn in favour of State Silviculturist, Rajahmundry or should be remitted to the Head of Account "8782 Cash remittances and adjustments between officers rendering accounts to the same Accountant General – 103 Forest Remittances – 3 Other Remittances. Cost of Tender Schedules". The original challan should be enclosed to application for supply of tender schedule. As mentioned above, in clause 17, the tender forms can also be downloaded from the internet.

**EMD:**

20. a) Filled in tender forms should be accompanied by an E.M.D. of 2 % of the estimated value of work put to tender either in the shape of crossed Demand Draft drawn on any Nationalized Bank or through challan after remitting in the above mentioned Head of Account ( Clause 19 above) . Application without enclosed E.M.D. as specified above will be summarily rejected and such tender will not be considered. EMD other than in the form of DD will not be accepted. The EMD amount will not bear any interest and A P Forest Department will not entertain any request for adjusting the EMD from the tenderer's due/ running bills or from the EMD/Security Deposit of any other tender participated by the tenderer. In case of withdrawal of offer within the validity period of the offer or before finalization of the order, the EMD amount paid will be forfeited. The EMD of the unsuccessful bidders will be returned after finalization of the tender.

b) In case of discount tenders, the tenderer has to produce Bank guarantee for the amount equivalent to the less percentage quoted as compared to the estimated value of the work at the time of concluding the contract. This Demand Draft should be got revalidated by the contractor from time to time for the entire period of currency of contract.

21. Employees in Government service should not participate in tenders either directly or indirectly.
22. The tenderer should visit production center / centres to ascertain the location, infrastructure, CMA and labor availability and cost for carrying out the work and satisfy himself of the adequacy for production before quoting the rate.
23. No conditional tenders will be accepted and all conditional tenders will be summarily rejected.

**Submission of tenders:**

24. The tender should be submitted duly filling in all required information in the technical bid in Annexure I and Financial bid in Annexure II. The technical bid and financial bid should be submitted in separate sealed covers which should be

superscribed as: "Technical Bid" and "Financial Bid" on respective covers. The technical bid will be opened first and the financial bids of only those tenderers whose technical bids are in order will be opened. Each cover should be sealed.

Both these sealed covers, one containing the technical bid in Annexure I and another containing financial bid in Annexure II should be put in another cover and sealed. This cover should be superscribed with the following :

" Tender submitted for production of Eucalyptus cuttings of ITC BPL Clone No 7 "

The tender form is not transferable. The State Silviculturist, Rajahmundry is not responsible for non receipt of tender by the State Silviculturist, Rajahmundry in time due to delay in postal service or courier or any other means. It is the sole responsibility of the tenderer to ensure that the properly filled in tender form along with all the connected documents , EMD, Cost of tender form in case the tender form is downloaded from the internet, should reach the State Silviculturist, Rajahmundry with in the prescribed time. If the tender form has been downloaded from the website, (<http://forest.ap.nic.in/tenders.htm>) the tenderer should attach a Demand Draft for Rs 500 towards the cost of the tender form. If such demand draft is not attached with the downloaded form, the tender will be summarily rejected.

25. Rate shall be quoted in the prescribed format of the Tender Schedules ( Annexure II ) clearly in Indian Rupees and Paise both in words and in figures. No corrections or over writing will be accepted and such tenders will be rejected. No tender will be received after the closing date and time, under any circumstances and the Forest Department will not be responsible for any delay caused due to postal or any other reason.
26. The tenders received, will be opened at **3.00 PM on 01.10.2011** in the O/o State Silviculturist, Rajahmundry by the Chairperson or his nominee in the presence of the tenderers who may be present.

**Documents to be submitted along with the tender:**

27. The tenderer should submit the documentary evidence as mentioned in Annexure I.
- a) The Tenderer should have minimum 5 years experience in Clonal propagation work in Eucalyptus and should enclose documentary proof for the same such as list of supplies made.
- b) The Tenderer should have experience in working with Mist Chambers / polypropagators, and should enclose proof for the same.
- c) The Tenderer should have financial strength to manage the expenditure on consumable and labour for production of **7 lakh** plants and should enclose IT return/ statement of accounts.

### **Security deposit and Penalties:**

28. Security Deposit: The EMD of the successful bidder will be converted into interest free Security Deposit against the order and will be returned after successful completion of the order. In the event of cancellation of order due to unsatisfactory performance of the supplier, the security deposit amount shall stand forfeited to the Forest Department. If any amount is due from the Contractor or his agents or employees to the department due to any commission, or omission on the part of the Contractor in relation to this contract, the department shall recover such amount from the unpaid bills and the security deposit.
29. If the Contractor violates all or any of the conditions laid down in this tender or work order or agreement, the Contract is liable to be cancelled and in such a case, the Security Deposit will be forfeited apart from getting the work done by any other agency at the risk and cost of the Contractor. In such a case, the tenderer will be blacklisted.
30. The State Silviculturist, Rajahmundry reserves the right to cancel/withdraw whole or part of the above mentioned works without assigning any reason what so ever.

### **Other conditions:**

31. Validity: The rate quoted against the tender should be valid for acceptance of 60 days from the date of opening of bidding schedule and during the validity period of the offer, the bidder is not permitted to make any upward revision in the rate or withdraw his offer. In case of withdrawal of offer or upward revision of rate as stated above, the EMD amount will be forfeited. The period of Contract for production and supply of healthy Clonal Plants shall be valid for a period of one year from the date of purchase order/contract. The State Silviculturist, Rajahmundry reserves the right to increase or reduce the targets. In case of increasing the targets, the tenderer will be consulted before such increase.

### **Opening of tenders:**

32. The tenders received, will be opened **at 3 PM on 01.10.2011** in the O/o State Silviculturist, Rajahmundry by the Chairperson or his nominee in the presence of the tenderers who may be present.

### **Finalization of tenders:**

33. The successful tenderer has to be entered into agreement on non judicial stamp paper worth Rs.100/- on the above work on the same day i.e. on 01-10-2011.

ANNEXURE - I - TECHNICAL BID

01	Name and address of the Tenderer		
	Phone No / Mobile No		
	E-Mail Id:		
	Contact person		
	IT PAN Card No. (copy of PAN card should be enclosed):		
02	In case the tenderer has downloaded the tender documents from A P Forest Department website, a DD for Rs.500/- is to be enclosed	DD Enclosed / Not applicable	
		DD No	
		Date	
		Bank	
03	Whether the tenderer have enclosed EMD amount of 2 % of the cost. Please indicate the DD No, Date and Bank Name. (Offers received without EMD are liable for rejection).	YES / NO	
		DD NO	
		DATE	
		AMOUNT	
		BANK	
04	Whether the tenderer has minimum 5 years experience in clonal propagation work in Eucalyptus in India (If yes, please mention number of years experience and enclose list of supplies made)	Yes / No	
05	Whether the tenderer has sound knowledge in production of clonal planting stock.	Yes / No	
06	Whether the tenderer has sound knowledge on identification of Nursery pest & diseases problem and their chemical & cultural control measures.	Yes / No	
07	Whether the tenderer has sound knowledge on identification of physiological & nutritional disorders in Nursery plants and their correction methods.	Yes / No	
08	Whether the tenderer has experience in working with Mist Chambers / polypropagators.	Yes / No	
09	Whether the tenderer has financial strength to manage the expenditure on consumable and labor for production of target quantity as per this tender. (Enclose the Income Tax Return / Statement of Accounts in support of the same)	Yes / No	

10	<b>Validity of Offer:</b> Whether agreed for the validity clause as per clause No 31 of the terms and conditions.	Agreed / Not agreed
11	Are you agreeable for our payment terms (Sl.No . 13 of the terms and conditions)	Yes / No
12	Are you agreeable for the general terms and conditions of the tender?	Agreed / Not agreed
13	<b>Declaration:</b> Self declaration stating that the partners / Directors of the company are not related to the employees of A P Forest Department	Enclosed / Not Enclosed

I/we hereby declare that the informations furnished above are true and correct to the best of my/our knowledge.

I/We hereby declare that all the terms and conditions of the Tender have been read and understood by me/us.

I have read and understood the terms and conditions and Estimates of tender notice issued by the Forest Dept. \_\_\_\_\_ (date) \_\_\_\_\_ and I hereby undertake to abide by all the conditions that may be prescribed in the tender notice and tender schedule.

If the statement of information furnished above is found incorrect/false, I/We further agree that the Forest Department reserves the right to reject the tender.

I/We enclose herewith DD No. \_\_\_\_\_ dt. \_\_\_\_\_ for Rs. .... /- towards EMD as per tender conditions

EMD Details: Challan/D.D. No. \_\_\_\_\_ Dt. \_\_\_\_\_ Amount \_\_\_\_\_

Treasury / Bank \_\_\_\_\_.

Place:

Date:

Signature of the tenderer

Tenderer's Address:

Name: \_\_\_\_\_ Father's Name \_\_\_\_\_  
 \_\_\_\_\_ H.No. \_\_\_\_\_ Village \_\_\_\_\_  
 Mandal \_\_\_\_\_ District \_\_\_\_\_  
 Pin Code \_\_\_\_\_ Phone No. Area Code \_\_\_\_\_



Cell Number \_\_\_\_\_

**Annexure II Financial Bid**

(As per Annexure – VII – B (Para 2.6.2.4)Tender Schedule (For Forestry, Minor and Major civil works)

**Date:**

**To**  
State Silviculturist, Rajahmundry  
Sir,

With reference to your Tender Notice in Ref.No. 27/2011 /DM Dated: 22.9.2011  
\_\_\_\_\_ we / I , offer the following rates for the  
works mentioned.

<b>Work</b>	<b>Rate in Rs and paise <u>per rooted cutting</u> (in figures )</b>	<b>Rate in Rs and paise <u>per rooted cutting</u> (in words)</b>
Production of 7 lakh Eucalyptus rooted cuttings of ITC BPL Clone number 7 only		

**Signature of tenderer**

**Dated:**  
**Station:**

**Annexure III  
ESTIMATE**

**Name of the work:- Production of 1,00,000 Nos. Eucalyptus clonal ramets of clone No. during 2011-12**

Sl. No.	Item of work	Qty	Amount
1	Cleaning the 100 CC root trainers and dipping in dithane M-45	166667 Nos	21058
2	Harvesting/collection of juvenile coppice shoots from the stumps by leaving one/two leading shoots, preparation of rooting hormone, cutting of coppice shoots into 10-15 cm pieces in a single node and atleast 2 buds, trimming of leaves, filling the	166667 Nos	192722
3	Spraying fungicides, micro/nutrients and removal of dead leaves/algae from root trainers, segregating, grading and shifting of root trainers, for a max, period of 45 days in polyglobules	166667 Nos	122250
4	Shifting of root trainers with rooted cuttings to hardening shed	100000 Nos	11865
6	Shifting of root trainers to open area and grading	100000 Nos	13457
7	Watering the root trainers manually for three months	100000 Nos three months	12900
8	Cost of rooting hormone, chemicals, fertilizers and pesticides etc., IBA – 0.20 gms per 1000 Nos. for 16667 Nos = $0.2 \times 291667 / 1000 = 33.33$ gms		3813
9	Cost of vermiculate (Gudur variety) requires 5000 Kgs X Rs.6.50/- = 32500 add 4% VAT Rs. 1300/- Total Rs. 33800/- for filling of 166667 Lakh -100 CC Tubets		33800
11	Contingencies such as cost of plastic tubs, plastic buckets, hose pipes and unforeseen expenditure		1135
	<b>TOTAL:</b>		413000
	<b>Add VAT @ 4%</b>		16520
	<b>Grand Total</b>		<b>429520 or Rs430000/-</b>