




Forest Department Odisha  
OFFICE OF THE DIVISIONAL FOREST OFFICER  
JHARSUGUDA FOREST DIVISION  
Email – dfo.jharsuguda@odisha.gov.in  
Ph – 06645 - 295040

TENDER CALL NOTICE

Tender Call Notice No. 104 Dated. 03.06.2022

Sealed Tenders are invited from reputed Registered Dealer / Manufacturer / Individuals for supply of good quality Fertilizer & Green Colour Hexagon Fiber Net (Gabion) for use in the Plantations to be taken up in Jharsuguda Forest Division, under various schemes during the current financial year 2022-23 as per programme detailed below. The tender application form shall be downloaded from the **website www.dfojharsuguda.org / www.jharsuguda.nic.in from 03.06.2022 to 18.06.2022 upto 05.00 PM of Tender for Supply of Fertilizer & from 03.06.2022 to 24.06.2022 upto 05.00 PM of Tender for Supply of Green Colour Hexagon Fiber Net (Gabion).** Tender Paper Cost in shape of Non- refundable Demand Draft from any State Bank of India only drawn in favour of the Divisional Forest Officer, Jharsuguda Forest Division in the sealed bid document should be submitted. The last date for submission sealed tender **by Regd. Post / Speed Post / Courier Service / By Hand is as per the below table.** Final selection of the bidder shall be done based on the quality and cost of the materials. The undersigned reserves the right to reject any or all tender without assigning any reason thereof.

| Sl.No | Items  | Tender Paper Cost | Last date for submission of sealed tender document | Date and Time of Technical Bid Opening | Date and Time of Financial Bid Opening |
|-------|--|-------------------|--|--|--|
| 1     | 2  | 3                 | 4  | 5                                      | 6                                      |
| 1     | Tender for supply of Fertilizer                            | 4,000/-           | 18/06/2022<br>(05.00 PM)                           | 20/06/2022<br>(11.00 AM)               | 22/06/2022<br>(11.00 AM)               |
| 2     | Tender for supply Green Colour Hexagon Fiber Net ( Gabion) | 6,000/-           | 24/06/2022<br>(05.00 PM)                           | 28/06/2022<br>(11.00 AM)               | 30/06/2022<br>(11.00 AM)               |

  
Divisional Forest Officer,  
Jharsuguda Forest Division.

**TENDER DOCUMENT**

**FOR SUPPLY OF GOOD QUALITY FERTILIZER (NPK, GRANULAR INSECTICIDE  
& POTASH), TO JHARSUGUDA FOREST DIVISION, JHARSUGUDA**

**DIST-JHARSUGUDA, ODISHA FOR THE YEAR 2022-23**

It has been decided to procure Fertilizer (NPK / Granular Insecticide / Potash) of approved quality by inviting sealed tenders. The Reputed Dealer/Manufacturer/Individuals or Persons expressing interest shall download the tender Application Form from [www.dfojharsuguda.org](http://www.dfojharsuguda.org) / [www.jharsuguda.nic.in](http://www.jharsuguda.nic.in) from **03.06.2022 to 18.06.2022 upto 5.00 PM.**

The Cost of the Tender paper of **Rs.4,000/- (Rupees four thousand only)** shall be deposited in shape of **Demand Draft from any State Bank of India only drawn in favour of the "Divisional Forest Officer, Jharsuguda Forest Division"** payable at State Bank of India of Jharsuguda Branch while submitting the tender.

The Tenderer has to furnish all required documents & rate of the material, Taxes separately in the application form. The tenderer has to submit the **Technical bid and Financial bid in two separate closed covers. Name of the item should be superscribed on the top of the envelop.** The undersigned reserves the right to reject any or all tender without assigning any reasons thereof.

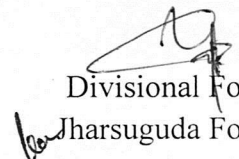
**Eligibility:-**

1. The invitation to participate in the Tender Document is open to Reputed Registered Dealer / Manufacturer/ Individuals.
2. The Tenderer must not have been banned or black listed by any Government organization.
3. There must not be any adverse action pending against the Tenderer.

- |                                |   |                                      |
|--------------------------------|---|--------------------------------------|
| A. Download of Tender Document | : | 03.06.2022 to 18.06.2022, by 5.00 PM |
| B. Last Date for Submission of | : | 18.06.2022 by 5.00 PM                |

**Sealed Tender Document**

- |                             |   |                        |
|-----------------------------|---|------------------------|
| C. Opening of Technical Bid | : | 20.06.2022 at 11.00 AM |
| D. Opening of Financial Bid | : | 22.06.2022 at 11.00 AM |

  
Divisional Forest Officer,  
Jharsuguda Forest Division

**TERMS & CONDITIONS FOR SUPPLY OF FERTILIZER FOR THE YEAR 2022-23**

1. The Tender document incomplete in any aspect is liable for rejection.
2. **Tender papers received after the last date of receipt due to postal delay or any reason there of will not be accepted and returned back to the concerned tenderer.**
3. The technical bids would first be taken into consideration by a committee. The Technical bids shall be opened on the scheduled date and time in the presence of the bidders or his authorized representatives, if any who wish to be present on the spot at that time. Only one person for each bidder shall be allowed to be present at the time of opening the tender.
4. The Financial Bid of only those tenderers will be opened whose Technical bids are found to be in order. The Financial bids will also be opened on the scheduled date and time in the presence of the bidders or authorized representatives of the technically qualified Dealer / Manufacturer / Individuals, if any, who wish to be present on the spot at that time. **Final selection of the bidder shall be done on L1 basis based on the quality and cost of the materials.**
5. The competent authority of the Divisional Forest Officer, Jharsuguda Forest Division reserves the right to annul all bids without assigning any reason.
6. The application form can be downloaded from the website [www.dfojharsuguda.org](http://www.dfojharsuguda.org) / [www.jharsuguda.nic.in](http://www.jharsuguda.nic.in) within the period 03.06.2022 to 18.06.2022 upto 5.00 PM. In case the application form is downloaded from Govt. website, the applicant shall furnish a non refundable Demand Draft for an amount of Rs.4000/- (Rupees four thousand) only towards the Tender Paper Cost along with the application.
7. All the stipulations and terms and conditions of tender documents and notice for supply of Fertilizer, including the **Annexure-I & II** are applicable and must be adhered to. While submitting the tender offers, the tenderers also submit the signed copies of tender documents including the terms and condition in **Annexure-I & II**. The envelope containing the tender offer should be superscribed "**Tender Offer for Supply of Fertilizer**" at the top of the envelope and **Name, Address and Mobile number should be clearly written at the left corner of the envelope.**

The stipulations and terms and conditions embodied in the tender document will form a part of the agreement.

8. The successful tenderer shall furnish a **security deposit @ 3%** of the total bid amount in shape of T.D.R / Bank Guarantee duly pledged in favour of the Divisional Forest Officer, Jharsuguda Forest Division, Jharsuguda for faithful implementation of the provisions of the agreement. This Security deposit of the successful tenderer shall be retained at Jharsuguda Forest Division & shall be returned after completion of the delivery of the materials. **If the tenderer fails to deliver the required quantity of the Fertilizer (NPK / Granular Insecticide / Potash) in time as per agreement / any alternation in the quality of fertilizer (NPK / Granular Insecticide / Potash) found in the field at the time of delivery, then the security deposit shall be forfeited to Government of Odisha.**
9. The cost of materials furnished in the bid document shall be inclusive of transportation charges and all Taxes admissible. The rate of successful bidder may be valid for current financial year in which tender has been finalized.
10. The tenderer or his authorized representative shall produce a sample of their materials before the Tender Selection Committee with proper tagging.

11. The Technical Bid only will be opened on **20.06.2022 at 11.00 AM** & Financial Bid will be opened on **22.06.2022 at 11.00 AM** in presence of the bidder or his authorized representatives in the office of the undersigned. The Tender Selection Committee may inspect the Fertilizer (NPK / Granular Insecticide / Potash) production site mentioned by the bidder for on the site evaluation and sample collection.
12. The Fertilizer (NPK / Granular Insecticide / Potash) production unit should be within Odisha State.
13. The Tenderer shall execute an agreement with the Divisional Forest Officer, Jharsuguda Forest Division in line with the terms and conditions laid out in the tender document.
14. The tenderer shall deliver the Fertilizer (NPK / Granular Insecticide / Potash) at the approved sites within the period as per agreement.
15. The material should be delivered on the site after sampling at Division Office and proper weighing in presence of the Forest Range Officer or In Charge of the Range & taking counter signature on challan copy.
16. A sample of the Fertilizer (NPK / Granular Insecticide / Potash) shall be sent to any authorized laboratory for analysis. The Laboratory analysis report should match the specification furnished by the Tenderer in the original tender application form and the sample collected by the Tender Selection Committee. Failing to comply the Laboratory, the tenderer shall be responsible for non-payment of material cost & the material shall not be accepted.
17. All payments to the Tenderer including Security Deposit shall be returned / adjusted after completion of delivery of approved quality and quantity of Fertilizer (NPK / Granular Insecticide / Potash).
18. The undersigned reserves the right to reject / cancel any or all the tenders without assigning any reasons thereof and terminate the order in case of Changes in the Government procedure and policy of instruction / direction and exigencies.
19. The payment will be made through FTO in PFMS / IFMS Module or through NEFT / RTGS after receipt of delivery challan and verification of physical quantity and quality of the article by the Tender Committee.
20. All documents and Original Tender Papers should be signed by the Tenderer.
21. The Tenderer must not have been banned or black listed by any Government organization.
22. All the legal disputes shall be subject to the jurisdiction of the Civil Court, Jharsuguda.
23. The addendum / Corrigendum if any will be hosted in the website only.

Full Signature of the Tenderer with seal

**Place:-**

**Date:-**

**LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH ORIGINAL TENDER PAPERS**

1. Detailed address of the Person / Firms / Traders with mobile no. of contact.
2. DD of Rs.4,000/- (Rupees four thousand only) drawn from any State Bank of India only in favour of DFO, Jharsuguda Forest Division payable at Jharsuguda towards Tender Paper Cost.
3. Copy of Valid GST Registration Certificate.
4. Copy of valid PAN card.
5. Valid Account Number with details of bank of the Firm/Trader.
6. GST Clearance Certificate of the Firm/Trader for the month March 2022.
7. Income Tax return of Last three years of the Firm/Individuals from 2019-20, 2020-21 & 2021-22.
8. Mandatory to submit audited Financial Statement for the Financial Year 2019-20, 2020-21 & 2021-22. (FY 2021-22 may be Audited or Provisional)
9. A certificate from any authorized Laboratory regarding the quality of material to be produced by the Tendering Dealer / Manufacture / Supplier / Individual.
10. Copy of Work order from Government organization of similar nature of work completed earlier, if any (at least two work order).
- 11. Certificate for Authorized Dealer / Manufacture / Supplier / Individual.**
12. Undertaking regarding supply of the article for which selected **on or before** \_\_\_\_\_ **positively**, failing which the Security Deposit Amount will be forfeited to Government.

Full Signature of the Tenderer with seal

**Place:-**

**Date:-**

## DECLARATION

I declare that, the particulars furnished above are true to the best of my knowledge and I shall accept all the terms and conditions of this tender without any objections. I have also submitted all the required documents as asked for in the tender process.

Full Signature of the Tenderer

**Place:-**

**Date:-**

**ANNEXURE-I (A)**

**TECHNICAL BID**

**FOR SUPPLY OF FERTILIZER TO JHARSUGUDA FOREST DIVISION, JHARSUGUDA  
DURING THE YEAR 2022-23**

**(Last Date is 18.06.2022 up to 05.00 PM)**

1. Name of the Bidder / Organization \_\_\_\_\_
2. Detail Address of Bidder \_\_\_\_\_
3. E-mail ID \_\_\_\_\_
4. Telephone/Mobile No. \_\_\_\_\_
5. PAN No. \_\_\_\_\_
6. GST No. \_\_\_\_\_
7. Period of clearance of GST \_\_\_\_\_
8. Detail address of the Fertilizer production site/unit \_\_\_\_\_
9. Annual turnover of Fertilizer (in MT) of the tendering Agency / Organisation \_\_\_\_\_

10. Present Capacity of the bidder to supply of Fertilizer ( in MT)-

| Sl.No | Name of the site of stock of Fertilizer | Quantity of Fertilizer available (In MT) | Capacity of the Tenderer to supply Fertilizer within 15 days time period |
|-------|---|--|--|
| 1     | NPK                                     |  |  |
| 2     | Granular Insecticide                    |  |  |
| 3     | Potash                                  |  |  |

11. The Qualitative aspect of the Fertilizer ( Please submit in the following tabular statement)

| Sl.No | Specification on the Fertilizer, the Tenderer intends to supply |
|-------|---|
| 1     | Moisture percent by weight                                      |
| 2     | Colour  |
| 3     | Odour   |
| 4     | Particle Size   |
| 5     | Bulk density (G/Cm3)  |
| 6     | Total Organic Carbon percent by weight, Minimum                 |
| 7     | Total Nitrogen (as N) percent by weight, Minimum                |
| 8     | Total Phosphate (as P2O5) percent by weight, Minimum            |
| 9     | Total Potassium (as K2O) percent by weight, Minimum             |
| 10    | Heavy metal content (as Mg / Kg) percent by weight, Maximum     |
|       | Arsenic (as As2O3)  |
|       | Cadmium (as Cd)   |
|       | Chromium (as Cr)  |
|       | Mercury (as Hg)   |
|       | Nickel (as Ni)  |
|       | Lead (as Pb)  |

Certified that the information provided above is true and the organization has never been debarred or black listed by any Government Organization.

Full Signature of the Tenderer with seal

**Place:-**

**Date:-**

**ANNEXURE-II**

**(FINANCIAL BID)**

**FOR SUPPLY OF FERTILIZER TO JHARSUGUDA FOREST DIVISION, JHARSUGUDA  
DURING THE YEAR 2022-23)**

1. Name of the Bidder / Organization
2. Detailed Address of Bidder
3. E-mail ID:
4. Telephone / Mobile No.

| <b>Name of the Item</b> | <b>Unit Cost Per Kg.<br/>(In Rs.)</b> | <b>Tax per unit cost<br/>of materials (In<br/>Rs.)</b> | <b>Transporation<br/>Charges per Kg.<br/>(In Rs.)</b> | <b>Total Cost (Col.<br/>2+3+4) (In Rs.)</b> |
|-------------------------|---------------------------------------|--|---|---|
| <b>1</b>                | <b>2</b>                              | <b>3</b>   | <b>4</b>  | <b>5</b>                                    |
| NPK                     |                                       |  |   |   |
| Granular Insecticide    |                                       |  |   |   |
| Potash                  |                                       |  |   |   |

(Tenderer can quote for any or all of the items)

Certified that the information provided above is true to the best of my knowledge.

Full Signature of the Tenderer with seal

**Place:-**

**Date:-**



**BIDDER'S COVERING LETTER**

To,  
The Divisional Forest Officer,  
Jharsuguda Forest Division  
Jharsuguda,  
Dist.-Jharsuguda

Subject: Supply of good quality Fertilizer for use in the Plantations to be taken up in  
Jharsuguda Forest Division, under various schemes.

Dear Sir,

I, the undersigned, offer to participate in the selection process to provide Fertilizer in accordance with your Tender Advt. No. \_\_\_\_\_ Dated \_\_\_\_\_. We are hereby submitting our proposal, which includes tender schedule with material sample sealed in separate envelopes.

I hereby declare that all the information and statements made in this proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to 1 year and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the RFP document. In case any provision of this RFP are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said earnest money deposit absolutely.

I remain,

Yours Sincerely,

***Authorized Signatory with Date and Seal:***

**Name and Designation:**

**Address of the Bidder:**

## LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING

Tender No: \_\_\_\_\_

To,  
**The Divisional Forest Officer,  
Jharsuguda Forest Division  
Jharsuguda,  
Dist.-Jharsuguda**

Dear Sir,

**Subject:** (Authorization for attending bid opening on..... (Date) in the Tender for Supply of good quality Fertilizer for use in the Plantations to be taken up in Jharsuguda Forest Division, under various schemes Dist. Jharsuguda (Tender No: \_\_\_\_\_ Dtd. \_\_\_\_\_))

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of .....  
(Bidder) in order of preference given below.

Specimen Signature  
Name of Authorized Person

Order of Preference

- 1.
- 2.

Signature of Bidder  
Or  
His authorized Representative

Note:

1. Only one representative shall be allowed.
2. Permission for entry to the hall, where bids will be opened, will be refused in case authorization as prescribed above is not produced.