

**LIMITED TENDER DOCUMENT FOR
Purchase of Nutritious Food Grain / Grocery Items, Vegetable,
Fruit etc. for the Year 2018-19.
HEAD MASTER,.
GOVT .ASHRAMSHALA, ZARI, DAMAN**

TECHNICAL BID (ANNEXURE-I)

1. Name of the Tenderer	
2. Address of the Tenderer	
3. e-mail	
4. Tel. Nos. / Mob. Nos.	
5. Name of the Proprietor	
6. Year of establishment	
7. Demand draft No. & Date	
8. Bank Account Number, Branch Name & Address with IFSC Code of Bank.	
9. Earnest Money Deposit (EMD) – in form of Fixed Deposit Receipt/Banker's Cheque.	
10. Tender Fee – in form of Demand Draft (DD)/Banker's Cheque (Non refundable) (Mention No. & Date with Name of the Bank & Branch Name)	
11. Copy of Food Safety and Standards Authority License of the particular items issued by Competent Authority, valid upto 31/03/2019. (Mention number & date of documents)	
12. Copy of GST Number/undertaking if GST Exempted. (Mention the number & Date of documents).	
13. Copy of Terms and Conditions duly signed by the firms/agencies with firm seal.	
14. Furnish Self declaration regarding Blacklisting/Debarring to participate in the Government Tender on the bidder's letter head.	
15. Copy of PAN Card (Mention the number & date of document).	
16. Copy of last two years Income Tax Returns. (Assessments years 2016-17 & 2017-18 or 2018-19)	

I / We certify that I / We read understood and accept the contents of the broad terms and conditions incorporated in the Tender Form and 'Note' below and submit this Tender for consideration. I / We certify that the above statements are true.
(Signature of the Owner / Proprietor)

Full Name of the Firm _____

Address _____

DATE: _____

(SEAL)


Format for Financial Bid (ANNEXURE-II)

Sr. No.	Supplementary foods items like Cereals.	Nutritional Information (Approximate composition per 100g, 1 kg & 25 kg etc.)	Grade/Trade Mark/ Brand Name	Rate Per kg.
	Grocery Items			
1)	Lapsi/Fada -	Calories - 361.90 cal, Total Fat - 1.10 g, Saturated Fat - 0.19 g, Polyunsaturated Fat - 0.45g, Monounsaturated Fat - 0.13g, Trans Fat - 0g, Cholesterol - 0mg, Sodium - 9.00mg, Total Carbohydrate - 75.55g, Dietary Fiber - 8.90g, Sugar - 0mg, Protein - 12.45g, Vitamin A - 0mg, Vitamin C - 0mg, Calcium - 36.00 mg, Iron - 3.86mg		
2)	Jaggery (Gur)	Best Quality		
3)	Veg. Ghee	Energy - 900 kcal, Protein - 0g, Carbohydrates - 0g, Fat - 100 g, Vitamin A - 750 mcg, Vitamin D - 5 mcg		
4)	Toor Dal	Calories, Kcal- 374.09, Fat - 3.41 g, Total Saturated Fat - 1.56g, Total Monounsaturated Fat - 0.79, Total Polyunsaturated Fat - 1.05, Trans Fat - 0.00 gm, Cholesterol - 0.00 gm, Sodium, mg - 19.00, Total Carbohydrate - 66.53 gm, Fiber - 0.46 gm, Sugar - 2.25 gm, Protein - 20.89 gm, Vitamin A, mcg - 4.08, Vitamin C, mg - 2.00%, Calcium, mg - 251.24, Iron, mg - 7.21		
5)	Turmeric Powder (Haldi powder)	Calories - 352.97 Kcal, Total Fat - 3.89g, Saturated Fat - 3.49g, Polyunsaturated Fat - 0.24g, Monounsaturated Fat - 0.15g, Trans Fat - 0g, Cholesterol - 0mg, Sodium - 85mg, Total Carbohydrate - 72.60g, Dietary Fiber - 19.82g, Sugars - 0g, Protein - 6.89g, Vitamin A - 2.70ug, Vitamin C - 14.02mg, Calcium - 146 mg, Iron - 32.57mg		

6)	Red Chilly Powder	Calories – 435.01 Kcal, Total Fat – 19.33g, Saturated Fat – 2.86g, Polyunsaturated Fat – 9.63g, Monounsaturated Fat – 2.30g, Trans Fat – 0g, Cholesterol – 0mg, Sodium – 401mg, Total Carbohydrate – 51.14g, Dietary Fiber – 31.07g, Sugars – 6.89g, Protein – 14.12g, Vitamin A – 128ug, Vitamin C – 46.6mg, Calcium – 170 mg, Iron – 14.6mg		
7)	Rai medium (Mustard seeds)	Best Quality		
8)	Methi (Fenugreek)	Best Quality		
9)	Hing (Powder)	Best Quality		
10)	Jeera (Small)	Best Quality		
11)	Red Chilly Powder	Best Quality		
12)	Adal Dal (Urad dal)	Best Quality		
13)	Salt –double fortified	Energy- 0 Kcal, Fat, Carbohydrate, Protein- 0g, Vitamins- 0g, Fatty Acids, Cholesterol -0g/0mg, Sodium - 38.7g, Iodine -15 ppm,	Fortified	
14)	Garam Masala (Powder)	Calories – 392.95Kcal, Total Fat – 13.23g, Saturated Fat – 1.47g, Trans Fat – 0g, Cholesterol – 0mg, Sodium – 22.13mg, Total Carbohydrate – 56.22g, Dietary Fiber – 8.36g, Sugars – 0g, Protein – 12.25g, Vitamin A – 43.22ug, Vitamin C – 6.48mg, Calcium – 108 mg, Iron – 14.67mg		
15)	Elaichi (Cardomom)	Best Quality		
16)	Dhaniya Powder (Coriander powder)	Best Quality		
17)	Moong	Best Quality		
18)	Pouva	Protein – 7.25%, Fat - 1%, Carbohydrates – 78.25%, Moisture – 13%, Fiber – 0.5%		
19)	Chaura	Best Quality		
20)	Desi Chana	Best Quality		
21)	Groundnut Oil (Rate per Ltr.)	Energy – 900 kcal, Cholesterol – 0%, Saturated Fatty Acid – 4 gms, Mono Unsaturated Fatty Acid – 64 gms, Poly Unsaturated Fatty Acid – 32 gms, Vitamin E – 29 mg Carbohydrates, Protein – 0g, Cholesterol – 0 mg	Fortified	
22)	Moog Dal	Best Quality		
23)	Rava	Best Quality		
24)	Sugar	Best Quality		

25)	Green Vatana(Peas)	Best Quality		
26)	Chana Dal (Pulses)	Best Quality		
27)	Chana Lot (Besan)	Best Quality		
28)	Math	Best Quality		
29)	Chole Chana	Best Quality		
30)	Masur Daal	Best Quality		
31)	Soyabin	Best Quality		
32)	Rajma Black	Best Quality		
33)	Toor	Best Quality		
34)	Vaal	Best Quality		
35)	Tamarind without seeds.	Best Quality		
36)	Saunf (Variyali)	Best Quality		
37)	Tea powder	Best Quality		


Note: - Specification/Brand of each Item should be clearly indicated in the Tender, ensuring I.S.I. quality/standard.
Item wise L1 rate basis
Price/Rate should be quoted inclusive of all applicable taxes.


(B. Kannan)
Head Master,
GSHSS, Zari, Moti Daman

Format for Financial Bid (ANNEXURE-II)

Sr. No.	Name of Vegetable	Standardization	Rate Per kg.		
	Vegetable Items				
1)	Lemon	Standard/ Good Qlty			
2)	Potatoes	Standard/ Good Qlty.			
3)	Gajar	Standard/ Good Qlty.			
4)	Onion (Dungli)	Standard/ Good Qlty.			
5)	Tomatoes	Standard/ Good Qlty.			
6)	Green Chilly	Standard/ Good Qlty.			
7)	Garlic (Lasan)	Standard/ Good Qlty.			
8)	Ginger (Aadu)	Standard/ Good Qlty.			
9)	Kakdi	Standard/ Good Qlty.			
10)	Green Dhaniya	Standard/ Good Qlty.			
11)	Cabbage	Standard/ Good Qlty.			
12)	Bottle Guard(Doodhi)	Standard/ Good Qlty.			
13)	Parvad	Standard/ Good Qlty.			
14)	Papdi	Standard/ Good Qlty.			
15)	Vetches (Guvar)	Standard/ Good Qlty.			
16)	Brinjal (Desi Ringna)	Standard/ Good Qlty.			
17)	Palak Bhaji (Spinach)	Standard/ Good Qlty.			
18)	Green Pea (Vatana)	Standard/ Good Qlty.			
19)	Lady Finger (Bhindi)	Standard/ Good Qlty.			
20)	Tindora (Galoda)	Standard/ Good Qlty.			
21)	White- Pumpkin (Dudhi.)	Standard/ Good Qlty.			
22)	Elephant Yam	Standard/ Good Qlty			
23)	Cauliflower	Standard/ Good Qlty			
	Fruits Items		Rate		
24)	Banana per dozom	Standard/ Good Qlty.			
25)	Apple per Kg	Standard/ Good Qlty.			
26)	Chiku per Kg	Standard/ Good Qlty.			
27)	Peru Per Kg	Standard/ Good Qlty.			
28)	Egg	Fresh			

Note: - Specification/Brand of each Item should be clearly indicated in the Tender, ensuring I.S.I. quality/standard.
Item wise L1 rate basis
Price/Rate should be quoted inclusive of all applicable taxes.


(B. Kannan)
Head Master,
Govt. Higher Sec. School,
Zari, Moti Daman.

Signature of the Supplier/tenders (with seal)
Encl: - E.M.D. FOR RS. _____

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**U.T. ADMINISTRATION OF DAMAN & DIU,
OFFICE OF THE HEAD MASTER
GOVT. ASHRAMSHALA, ZARI, MOTI DAMAN.**

**Terms & Conditions for Supply of Nutritious Food Grain /
Grocery Items, Vegetable, Fruit etc.**

1. **The tenderer will have to submit Physical Nutritious Food Grain / Grocery Items, Vegetable, Fruit etc. samples as per the specification along with the Tender Fee & EMD in original on or before 03/12/2018 , 10.30 am**
2. **Samples of all items should be attached with tender in quantity of 500 grams. (for food grains items). Oil should be in quantity of 5ltr tin, 100gms for spices and one number/packet of each for other items.**
3. **Oil, Salt, Wheat Flour should be compulsorily in fortified.** Polythene cans, empty cans be collected by supplier from Zari Ashram Shala, Moti Daman as & when the cans are empty.
4. **The bidder should quote the rates for all items (food grains, Grocery, vegetable, fruits, egg, etc) and samples for the same are also compulsory.**
5. The bidder shall carefully examine the terms, conditions and specifications of the tender notice enclosed. And in case of any doubt the tenderer shall get it clarified with the Office of Head Master, Govt. Sarvottam Higher Sec. School, Zari, Moti Daman.
6. **In First instance, the Physical Verification of "Nutritious Food Grain / Grocery Items, Break Fast, Vegetable, Fruit etc. Food SAMPLES", Technical Bid of all the bidders & if, it's found to be satisfactory there after the Financial Bids of the eligible bidders/Tenders only will be considered for the said Tender.**
7. The collection of the Physical Samples of the non selected tenderer shall be made within 20 days from the opening of the Financial Bid from this Office And there will be no responsibility of this Office after 20 days regarding miss-placement, breakage, theft etc.
8. Physical sample of the successful bidder will be considered within the supply order.
9. Tenders received after due date and time mentioned above will not be accepted.
10. **The Head Master, Govt. Sarvottam Higher Sec. School, Zari, Daman reserves the rights to accept or reject any tender without assigning any reason.**
11. Tender incomplete in any respect or conditional Tender will not be accepted.
12. **Tender Fee of Rs. 500 (Rupees Five Hundred only) (Non refundable) in form of Demand Draft (DD) from any Nationalized / Scheduled Bank in favor of 'Head Master, Govt. Higher Secondary School, Zari, Moti Daman' and should be kept in a sealed separate cover super-scribing Tender Fee. Tender received without "Tender Fee" will directly disqualify for the said Bidding / Tender.**
13. **The Earnest Money Deposit (E.M.D.) of Rs. 13,326/- (Rupees Thirteen Thousand Three Hundred Twenty six only) in form of Fixed Deposit Receipt (FDR) from any Nationalized / Scheduled Bank drawn in favor of 'Head Master, Govt. Higher Secondary School, Zari, Daman' and should be kept in a sealed separate cover super-scribing E.M.D. without mentioning amount. Tender received without E.M.D. will directly disqualify for the said Bidding / Tender.**
14. The submission of E.M.D. is compulsory for all the tenders and no exemption will be granted for submission of E.M.D. in any case.

15. Bid securities of the unsuccessful bidders will be returned after expiry of the final bid validity on or before the 30th days after award of the contract.
16. Bid securities of the successful bidder fixed deposit receipt will remain valid for a period of sixty days beyond the date of completion of all contractual of the supplier.
17. The Head of Office will consider extension of time for remitting the Security Deposit as demanded. However, in case of detail to consider such extension, the supplier is bound to abide by the limit given and liable to make good any loss to the Government on account of his failure to abide by the time limit stipulated.
18. The goods shall be nicely packed (without using stapling pins) in totally transparent polypropylene bags as per quantity to be delivered at Zari A/S, Daman and all quantities to be delivered to Zari A/S, Daman shall be properly packed together in a cardboard carton and presented in the Head Master, GSHSS, Zari, Daman for verification of quality & quantity then shall be delivered by the successful tenders to Zari A/S, Daman under Supervision of the Head Master, GSHSS, Zari, Daman representative. The supply shall have to be made latest by 5th of every month without fail to Zari A/S, Daman located in Nani Daman.
19. In case of failure to replace the non-accepted and rejected articles from supplies made as mentioned in the conditions, the loss undergone by the Government will be recovered from the supplier's Security Deposit / Earnest Money or payment due of any bill(s) to the extent required.
20. In case of failure to supply the stores(i. e. Nutritious Food / Grocery Items, Vegetable, Fruit etc.) ordered for as per the conditions and within the stipulated time, the same articles will be obtained, if required from the tenders who offered next higher rates or from any other sources, as may be decided by the Tender Inviting Officer and the loss to the Government on account of such purchase(s) shall be recovered from the supplier's Security Deposit/Earnest Money or bills payable. The suppliers shall have no right to dispute with such procedure.
23. If at any time after the order for supply of Stores, food grains, vegetables, fruits , etc the Tender Inviting Officer shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order. The Tender Inviting Officer shall give notice in writing of the fact to the supplier(s) who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation by reasons of any alterations having been made in the original instructions which shall involve any curtailment of the supply originally contemplated.
24. The Earnest Money / Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is are not adjustable with Earnest Money or Security Deposit required by these conditions.
25. All bills should be in DUPLICATE and should invariably mention the number and date of supply order.
26. All bills for amount of above Rs. 5,000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount above Rs. 5,000/- which are not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
27. Each bill in which GST is charged must contain the following certificate on the body of the bill.


“ Certified that the goods on which GST has been charged have not been exempted under the Central GST Act or the Rules made there under and the amount charged on account of GST on these goods is not more than what is payable under the provisions of relevant Act or the Rules made there under”.
28. The rate should be F.O.R. concerned Zari A/S, Daman and should include excise duty, sales tax, Freight charges, any other taxes rates of imposition whatever liable in respect of the supplies. The Head Master, Zari A/S, Daman shall not be liable to pay any tax, freight etc. which has been expressly stipulated in the tender in the event of

acceptance of the tender. Suppliers are bound to pay tax to the Govt. at their own level.

- 29 On acceptance of the tender it will become a contract and shall be bound by the terms and conditions of the tender under the provisions of GFR.
- 30 The Performance Security amount shall stand forfeited in case of breach of any of the conditions mentioned herein and if the services of the contractor are found unsatisfactory.
- 31 The Tendering firms / agencies are required to submit following documents compulsorily.
 - i. Copy of Food Safety and Standards Authority License of the State/U.T. Govt. of the particular items/head for which tender is applied. The same should be valid till 31/03/2019. (Except Vegetable & Fruit Supplier)
 - ii. Copy of PAN Card.
 - iii. Copy of GSTIN Number Undertaking of Exemption from GSTIN.
 - iv. Copy of Income Tax Returns for last two years (i.e. Assessments years 2016-17 & 2017-18 OR 2018-19).
 - v. Earnest Money Deposit (E.M.D.) of Rs.13,326/- (Rupees Thirteen Thousand Three Hundred Twenty Six only) by drawing a FDR on any Nationalist Schedule Bank, in favour of **'Head Master, Govt. Higher Secondary School, Zari, Daman'**
 - vi. Declaration of Non black listed by the vendor
- 32 Tender Fee of Rs. 500/- (One Hundred only) (Non refundable) in form of Demand Draft (DD) from any Nationalized/Scheduled Bank in favour of **'Head Master, Govt. Higher Secondary School, Zari, Daman'**
 - i. Copy of Terms and Condition duly signed by the firms/agencies with firm seal.
 - ii. Tenders should furnish declaration regarding Blacklisting/Debaring to participate in the Government Tender on their letter with firm seal.
- 33 The Tender should be signed by the authorized person and his/her full name and status should be indicated below his / her signature along-with the official stamping of the firm.
- 34 The tenderer will have to bid for all the items and not in parts inclusive of all applicable taxes.
- 35 The tenderer will be bound by the details furnished by him / her to this office, while submitting the tender or at subsequent stage. In case, any of such documents furnished by him / her is found to be false at any stage, it would be deemed to be a breach of terms of contract making him / her liable for legal action besides termination of contract / supply order.
- 36 No bidders will be allowed to withdraw after submission of bids/ opening of the tender; otherwise the E.M.D. submitted by the firm would be forfeited.
- 37 **Tender rates should be valid up to One Year after the date of opening the tender.**
- 38 The rate(s) quoted should be strictly for free delivery at Ashram Shala Zari, Daman District and will be valid and operative for supply orders issued on or before One Year. The rates should be quoted exclusive of all taxes.
- 39 No other charges such as Octroi, Packing, Forwarding, Freight, Insurance, Loading and Unloading, Clearance and Installation, Entry Tax, Demo, etc. will be allowed. All these are to be borne by the tenders only.
- 40 Security Deposit shall be in the form Fixed Deposit payable to **'Head Master, Govt, Higher Secondary School, Zari, Daman.'**
- 41 Bid security will be refunded to the successful bidder on receipt of performance security.

- 42 Security Deposit will be released after all contractual obligations by the supplier is over. This can be withheld or forfeited in full or in part in case the supply order is not executed satisfactorily within the stipulated period is not undertaken to the best satisfaction of the competent authority of **Head Master, Govt., Higher Secondary School, Zari, Daman.**
- 43 The Head Master, GSHSS, Zari, Daman reserves the right to relax/ withdraw any of the terms and conditions mentioned above so as to overcome any problem encountered by the contracting parties.
- 44 The firms which have been blacklisted by any Govt. department are not eligible to participate in this tender.
- 45 These instructions to Tenderers are to be signed by the supplier and returned with the tender.

Signature
& Designation
of the Tender Inviting Officer.


(B. Kannan)
Head Master,
GSHSS, Zari, Daman.

The above Terms & Conditions are accepted and are binding to me / us.

Place :	(Signature of the Owner / Partner / Contractor)
Date :	Name of the Bidder with seal of the firm.

NOTE: Please return one copy of these Terms & Conditions duly signed with seal of the firm along with the tender.

IF A TENDERER DOES NOT FULFILL ALL OR ANY OF THE ELIGIBILITY CRITERIA MENTIONED ABOVE, THE SAID TENDER WILL NOT BE CONSIDERED

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