



Bihar Horticulture Development Society, Patna.
(State Horticulture Mission)
2nd Floor, Krishi Bhawan, Mithapur, Patna-800001,
Phone Fax: 0612-2547772, e-mail: dir-bhds-bih@nic.in
Website: horticulture.bihar.gov.in

NOTICE – INVITING SHORT e-TENDER

Through e-procurement mode only over (<https://eproc2.bihar.gov.in>)

Short e-Tender for empanelment and fixation of rate for supply of Banana Fruit Trap Bag /Plastic Crates/Leno Bag for three years from 2025-26 to 2027-28 in the State of Bihar.

Bihar Horticulture Development Society (BHDS) invites online bids from reputed and experienced Organizations/ Manufacturers/ Authorized Dealers/ Firms/ Agencies/ Govt./ Companies for empanelment as well as rate fixation for supply of the different components mentioned above. The interested Organizations/ Manufacturers/ Authorized Dealers/ Firms/ Agencies/ Govt./ Companies which are involved and having experience in supply of above components in horticulture/ agriculture and allied sectors may apply. Technically qualified firms shall be empanelled by BHDS. Empanelled firms shall be eligible for the supply of different components mentioned above under applicable schemes executed by BHDS in the state.

The filled e-tender for technical & financial bid should be uploaded on the website: <https://eproc2.bihar.gov.in>. by the bidder, while EMD and tender fee must be sent through online mode (NEFT/RTGS/CHALAN). Financial proposals should also be proposed on that portal separately.

SN	Particulars	Details
1.	Start Date & Time for Downloading of Tender document	06.10.2025 at 10:00 A.M.
2.	Date of Pre bid Meeting	21.10.2025 at 12:00 P.M. (Hybrid)
3.	Last Date & Time for submission/uploading of offer/Bid	12.11.2025 at 03:00 P.M.
4.	Date and time of Technical bid opening	19.11.2025 at 04:00 P.M.
5.	Date and time of Financial bid opening	To be intimated to technically successful bidder only
6.	Nodal officer/Contact person for queries	Sanjay Kumar Sinha , Deputy Director Horticulture (Nursery Development) Mobile No. : 9031643056, 9835041479
7.	Mode of Selection	Least Cost Based Selection – LCBS(L1)

The execution of above mentioned tender is subject to sanction by the Department. Mission Director, Bihar Horticulture Development Society, Patna reserves the right to revise/change/cancel the Tender without assigning any reasons thereof.


Mission Director
State Horticulture Mission, Bihar, Patna

Contents

1. Technical qualification for agency	3
2. General terms and conditions for eligibility	4
3. Earnest money deposit (EMD)	7
4. Disqualification	7
5. Technical specifications of the components	7
6. Evaluation and selection process	10
7. Terms of payment:	11
8. Jurisdiction of court	11
9. Contract agreement.....	11
Annexure I – Authority letter	13
Annexure II – Bidder information sheet	14
Annexure III – Details of EMD.....	15
Annexure IV – Details of Tender Document Cost.....	16
Annexure V – Affidavit Towards Blacklisting	17
Annexure VI – Financial Proposal.....	18
Annexure VII- Turnover of the Firm	19
Annexure VIII- Work experience of the Firm.....	20
Annexure IX- Certificate of Related Party Disclosures.....	21

1. Minimum eligibility Criteria: - for Procurement of Banana Fruit Trap Bag /Plastic Crates/Leno Bag

Sr No	Particulars	Details	Required Documents
i.	Agency	The bidder agency should be a legal entity and may be Govt./ Semi Govt./ Private Organizations/ National or International Organizations	Certificate of Incorporation/ Registration of the bidder Company/Agency/Organization. Agencies with Common Partners/Directors would not be allowed to apply under this Tender. For Example: - If any Sole proprietor is applying for tender and he is in Board of Director in any Company, then that Company is not allowed to participate in the Tender. (Annexure IX) OEM authorization detail is mandatory (Annexure XI)
ii.	Agency's Office	The bidder agency should have its office/branch office in Bihar or if not, then the bidder agency will have to establish it after final selection. Mention complete address with location of office/branch office with contact person and his mobile number.	1. Rent agreement of registered office/branch office of the bidder agency if the office is on rent and ownership documents if the office is owned by the bidder agency 2. The bidder agency who don't have office/branch office in Bihar should submit a self-declaration that they will open their office/branch office within 07 days after final selection.
iii.	Agency's Annual Turn Over	The average annual financial turnover of the bidder agency during the last 3(three) consecutive financial years (FY 2021-22, FY 2022-23 & FY 2023-24) or (FY 22-23,23-24 and 24-25) ending on 31st March should be at least Rs. 200.00 Lakh. If the bidder has Nil/Zero turnover in any above mentioned years, that financial year will not be considered for the calculation of average	1. CA certified audited report/ audited balance sheet and profit and loss statement (with UDIN) of the agency should be submitted as supporting documents. 2. I.T. return of last three FY (FY 2021-22, FY 2022-23 & FY 2023-24) or (FY 22-23,23-24 and 24-25) must be submitted. Duly certified and stated by CA that in last three-year FY, average annual financial turnover of the firm was not less than 200 Lakh. (Annexure VII)

		annual turnover and Rs 100 Lakhs for agencies established in Bihar	
iv.	Experience	The bidder agency should have minimum three-year experience in last 3 years (FY 2022-23 to 2024-25) of supplying of the concerned components as per their proposal for empanelment in Bihar or other States of India. The bidder agency is also required to enclose documents clearly indicating the bidder agency's name, at least 02 (two) successful satisfactory supply/ work order in last 5 years (FY 2022-23 to 2024-25) with component wise pricelist and volume of the item supplied in accordance to work order awarded to the bidder agency by any govt. organization.	Attached supply order/work order, invoice bill voucher and concerned payment proof as shown in Bank Statement as proof. Note: All the three documents mentioned above should be attached in linear order. Payment proof must be highlighted and should match with invoice bill voucher. Note: Bidder must attach e-way bill with respect to the supply of goods. If the payment proof does not match with the invoice bill voucher, kindly submit the Invoice Reconciliation Statement of the difference. (Annexure VIII) Note: For the bidder having work experience of similar work for Private Organizations only, work order for the Last Two Financial Years (2023-24 and 2024-25) should be at least Rs 100 lakh for each Financial Year. Along with that, Work Completion Certificate should be submitted from the Organizations on their Letter Head for which the Bidder has executed the Work
V	Earnest Money Deposit	An EMD of Rs. 1,00,000/- (Rupees One lakh only) through online mode (NEFT/RTGS/CHALLAN) will be mandatory.	(Annexure III)
vi.	Empanelment/Registration Fee	Any agencies which get empaneled need to get empaneled with BHDS, Patna with a fee of Rs. 25,000/- which will be non- refundable. It will be essential only for finally qualified agencies, who agreed to be empanelled with BHDS.	

vii.	Certification	Organization should have ISO certification and the product should be ISI certified.	Attach ISO & BIS certificates
Viii	Agency's GST	Furnish copy of GST return with GST registration Number of the financial year 2024-25	Copy of GST Registration Certificate Copy of GST return (GSTR 3B & GSTR-9 & 9C if applicable) of FY 2023-24 and it should match with Audited Balance Sheet and Profit and Loss Statement of respective years. Every Bidder should submit GSTR 3 B of FY 2023-24 and it should match with Audited Books of Accounts. 1. If the Bidder Turnover is more than Rs 5 Crore then bidder should submit GSTR 9C, 9 and GSTR 3B. 2. If Turnover is more than 2 Crore then bidder should submit GSTR 9 along with GSTR 3 B.
ix.	Affidavit	From notary on non-judicial stamp of Rs. 1000/- stating that the firm has not been blacklisted/ debarred by any State Govt./Central Govt./Agricultural Universities on account of corrupt or fraudulent practices.	Annexure V The date of affidavit should be after publication date of the tender document .
X	Manufacturing unit/Authorized dealers	1. Manufacturer (The bidder agency having its own manufacturing unit) & 2. Authorized dealers (The bidder agency should have proper authorization of concerned manufacturers)	Mention complete address and area with location of manufacturing unit with contact person name and mobile number as asked in proposer information sheet (Annexure-I) Authorized dealer Certificate- Certificate issued by the manufacturer on its letter head. Registration certificate of the Bidder agency must be attached with tender document.
Xi	Duration of the project	Work has to be completed within 07 days after issuance of work order	
Xii	PAN Card Details	Provide the pan card details of the company/ firm/organization	PAN card as document proof
Xiii	TURNOVER OF THE FIRM RATE WISE in FY		Annexure X
In view of the Public Procurement Policy for MSEs 2012, Rule 170(i) of GFR-2017 and clause 4.3 of Bihar Start up Policy, 2022, prior turnover and experience criteria for Bihar based startups/ MSEs having valid Udyam/Startup recognition and manufacturing units in Bihar will be exempted.			

Note:

- Product catalogue to be attached with Tender document and it should not contain rates of the product mentioned in the tender.
- Mission Director, Bihar Horticulture Development Society, Patna reserves the right to revise/change/cancel the tender without assigning any reasons thereof.

- If a bidder owns more than one business unit, the turnover of the business unit in whose name the bid is made will only be considered for the calculation of average annual turnover of the bidder and overall consolidated turnover of the bidder operating multiple business unit will not be considered.
- If the bidder has Nil/Zero turnover in any above mentioned years, that financial year will not be considered for the calculation of average annual turnover.
- EMD is exempted and 50% exemption in performance security deposit for special category Enterprise (Clause 9 of Bihar Purchase Preference Policy 2024), Conditions:
- Udyam Registered and situated in Bihar
- Formally recognized as startup
- Technical threshold remains the same.

2. Technical specifications of the components

Sl. No.	Items	Specifications	Dimension
1	PLASTIC CRATES	Inner Dimensions	Length: 49.50 cm to 52.50 cm Width- 31.80 cm to 33.80 cm Height- 27.20 cm to 28.30 cm
		Outer Dimensions	Length: 52.60 cm to 55.80 cm Width- 34.90 cm to 37.10 cm Height- 29.10 cm to 30.90 cm
		Handle Slot	9.5 cm X 2.5 cm
		Weight	1.523 kg to 1.600kg
		Average thickness of Plastic Crate Wall with Ventilated side & Bottom with reinforced framework	2.25 mm to 2.75 mm
2	Banana Fruit Trap Bag	Polypropylene (PP) Spun Bond Non-Woven Fabric, 17 Gram per Square Meter, white Colour with String attached to tie Banana Bunch	Length 120 cm X Width 60 cm
3	Leno Bag	50 Kg Capacity, HDPE Woven Sack for Packaging Fruits and Vegetables 45 Gram per Square Meter	Length 120cm X Width 60 cm

Note: -

- (1) It is mandatory for the supplier agency to ensure Waterproof Label tagging of “उद्यान निदेशालय, कृषि विभाग बिहार, वित्तीय वर्ष – 2025–26” on the Leno Bags and Banana Fruit Trap Bags for the F.Y. 2025-26 .
 - (2) It is mandatory for the supplier agency to ensure Waterproof Label tagging of “उद्यान निदेशालय, कृषि विभाग बिहार, वित्तीय वर्ष – 2026–27” on the Leno Bags and Banana Fruit Trap Bags for the F.Y. 2026-27 .
 - (3) It is mandatory for the supplier agency to ensure Waterproof Label tagging of “उद्यान निदेशालय, कृषि विभाग बिहार, वित्तीय वर्ष – 2027–28” on the Leno Bags and Banana Fruit Trap Bags for the F.Y. 2027-28 .
- (1) It is mandatory for the supplier agency of the plastic crate to ensure Hot Embossing of “उद्यान निदेशालय, कृषि विभाग बिहार, वित्तीय वर्ष – 2025–26” and serial numbering of each supplied plastic crates in F.Y. 2025-26
 - (2) It is mandatory for the supplier agency of the plastic crate to ensure Hot Embossing of “उद्यान निदेशालय, कृषि विभाग बिहार, वित्तीय वर्ष – 2026–27” and serial numbering of each supplied plastic crates in F.Y. 2026-27
 - (3) It is mandatory for the supplier agency of the plastic crate to ensure Hot Embossing of “उद्यान निदेशालय, कृषि विभाग बिहार, वित्तीय वर्ष – 2027–28” and serial numbering of each supplied plastic crates in F.Y. 2027-28
- Indexing of Tender Documents must be done and should be submitted as any

Other Documents Category in the eproc2.(Optional)

- d. Agencies with Common Partners/Directors/Shareholders would not be allowed to apply under this Tender. For Example: - If any Sole proprietor is applying for tender and he is in Board of Director/Shareholders in any Company applying for the said tender. Then that Company is not allowed to participate in the Tender. **(Annexure – IX)**
- e. **Financial Quote should strictly be filled in the BoQ (excel sheet format) of the eproc2. Any scanned upload of financial format will certainly cause rejection of financial bid. Evaluation will be done on the basis of Excel Sheet uploaded in BoQ Section.**

3. Evaluation and selection process

The Technical Proposals shall be opened first and shall be evaluated by the evaluation committee constituted at the Bihar Horticulture Development Society. Evaluation of the technical proposals shall be done by a committee constituted by the Society, which will look into eligibility criteria, compliance of specifications and other terms & conditions for empanelment. Only those bidders qualifying through the technical bid shall be considered for the financial evaluation. The work order will be awarded to on the basis of minimum price (L1) as per the financial proposal (Annexure- VI)

- **Terms for Evaluation of Bids:** Prior to evaluation of proposals, the BHDS will determine whether each proposal is responsive to the requirements of the RFP. A proposal shall be considered responsive only if:
 - a) It is received in the specified format.
 - b) It is received by the due date including any extension thereof.
 - c) It contains all the information (complete in all respects) as requested in the RFP.
 - d) It does not contain any conditions or qualification.
 - e) It has paid Rs. 1,00,000/- (Rupees One Lakh Only) as Earnest Money Deposit (EMD) through online mode (NEFT/RTGS/CHALLAN)
 - f) It is not non-responsive in terms hereof.
- **Technical Evaluation: The Technical Proposals shall be opened first** and shall be evaluated by the evaluation committee constituted at the society. Evaluation of the Technical Proposals will be carried out by a committee constituted by the Society, which will look into eligibility criteria, compliance of specifications and other terms & conditions for empanelment. Only those bidders qualifying through the technical bid will be considered for financial evaluation.
- **Financial Evaluation:** At the second stage, **Financial Proposal of only technically qualified agencies will be opened, for further evaluation.** Quoted rate for different Items will be discovered on the basis of Least Cost Based System (LCBS). However, the quoted rate for Banana Fruit Trap Bag /Plastic Crates/Leno Bag will not exceed the rate fixed by the Department on which the related scheme was implemented in last financial year (2024-25). The evaluation committee may negotiate with the price of L1 with technically qualified agencies. The final fixed price after approval of competent authority will be final and applicable to the whole State of Bihar under mentioned schemes. Agencies who agree to supply the items mentioned in RFP on L1 or final defined price by the evaluation committee and approved by competent authority will be empanelled with the BHDS. BHDS has all rights to distribute work among empanelled agencies according to what is best in the farmers' interest and manufacturers of Bihar.
- Payment against Bill/Invoice shall be made only after the purchasers (beneficiary farmers) consent through in cash transfer or in kind transfer through DBT Programme by CFMS/PFMS portal only. **No interest will be payable on the delayed payment. If**

any complaint is received from farmer regarding quality of the Items Supplied and found correct after inspection then payment will be withheld and shall result in forfeiture of EMD, blacklisting and legal action against the agency.

4. General terms and conditions for eligibility:

Applicants must carefully read the minimum conditions of eligibility (the "Conditions of Eligibility") provided herein. Proposals of only those Applicants who satisfy the Conditions of Eligibility will be considered.

The applicants will be required to submit the documents as per the conditions of eligibility mentioned in Request for proposal (RFP) below:

- The Technical Bid shall consist of all technical details along with commercial terms and conditions and, Financial Bid shall indicate price for items tendered for.
- Tender can be submitted for one component or more than one component or all components.
- The following papers/documents must be attached with Tender.
 - a) Registration Certificate and detailed information of factory, firm/Company etc. as well as product catalogue of Manufacturer/Authorized Dealer/ Firms/ Agency/Govt. Organization / Company shall be attached with Tender.
 - b) Certificate issued by manufacturer being authorized dealer/firm/agency, registration certificate of organization and product catalogue must be attached with Tender.
- Tender submitted without relevant papers/documents will be rejected.
- The manufacturing firm should have its own manufacturing unit, plant and machinery etc. and authorized dealer should have proper authorization of concerned manufacturers.
- Brand name/specification/warranty period of each component must be mentioned in Tender.
- No claim will be entertained afterwards for any increase in market price or otherwise.
- An affidavit on Rs.1000/- on non-judicial Stamp Paper from Public Notary shall be attached/uploaded by the bidder (It should be made on or one month before the publication of tender online on website) with following declaration that:
 - a. Bidder has not been under any declaration of ineligibility for corrupt and fraudulent practices issued by any State Government/GOI/ Union territory.
- The Bidder has not been blacklisted by any State Government/GOI/Union territory/State and Central Educational Institutes etc. till date.
- The BHDS is free to evolve strong punitive measure against erring agencies to safeguard the interests of farmers in order to ensure proper utilization of public funds.
- The firm can apply for a particular component separately also if they wish to.
- **The firm's facility must have ISO certification & the product to be supplied under e-tender process must have BIS certification (ISI mark).**
- All documents submitted by the bidder should be Self Attested and valid till the date of bidding of the tender.
- If any trade discount is claimed, it must be mentioned in Tender.
- Telephone No./Mobile No./Email and Full Address of the applicant must be mentioned in Tender.
- Manufacturing unit/authorized dealer point may be inspected before approval as and when Mission Director, BHDS feel necessary to ensure the performance and quality of the product.

- In the event of any complaint regarding after sales service and in case of supply of defective/substandard material, the empanelled firm shall have to rectify the defects within a period of 07 days.
- The successful Party/Firm/Company should have to deposit an amount of 5% (incl. GST) of the quoted project cost as Performance security money in the form of Bank Draft/Bank Guarantee (Issued by nationalized bank only) in favor of the **Mission Director, Bihar Horticulture Development Society payable at Patna, Bihar.** The security amount will be/shall be forfeited if the party/firm/company/organization fails to provide services *i.e.*, installation, maintenance in stipulated time.
- Performance security money of the party/firm/company/organization will be released after 6 months' period of completion of the project.
- EMD will be the part of Technical Proposal only.
- EMD of Rs. 2,00,000.00/- needs to be submitted through online mode (NEFT/RTGS/CHALLAN).
- **Empanelment/ Registration Fee: -** Any agency which wants to get empanelled will have to get registered with BHDS, Patna with a fee of Rs. 25,000/- which will be non-refundable. It will be mandatory only for finally qualified agencies who agreed to be empanelled with BHDS.
- EMD through online mode will be the part of technical bid only. The earnest money of the technically unsuccessful bidder will be refunded after the rejection of their proposal and the earnest money of successful bidder will be retained till the submission of performance guarantee/security deposit and signing of agreement.
- The offers which do not confirm to the conditions laid down in the E-tender notice shall not be considered.
- The validity of the tender and rates quoted will be for 3 consecutive years (FY 2025-26 to 2027-28).
- The material should be as per the quality specifications mentioned in the Tender notice. Failure to supply as per the quality specifications will result in forfeiture of EMD, blacklisting and legal action against the company.
- Successful party/firm/company/organization will be bound to complete the entire work within 07 days from the date of issue of the letter or work order.
- **The firm is bound to complete the work within the prescribed time (i.e., within 07 days from date of issue of work order, details will be given in work order). If he fails to complete the job within the time frame without any valid reason i.e., 07 days (details will be given in work order) from date of issue of work order penalty will be imposed @ 1% of work order amount per days to a maximum of 10%. The penalty amount will be deducted from the final payment amount.**
- The quality of supplied product shall be assessed time to time by BHDS and concerned authorities, and discrepancies/ negligence if any found during the contracting period, BHDS may impose a penalty @ 1% of work order amount per days maximum to 10%. The penalty amount will be deducted from final payment amount.
- In execution of the work, BHDS shall not have any liability of incurring any loss of natural calamity or unforeseen conditions during the contracting period.
- Further, in case of failure to execute the work by the party/firm/company/organization as per the order, the contract will be terminated, and the security money will be forfeited. The work will be completed by another firm and the charges will be at risk and cost of the previous firm.
- In execution of the work, BHDS will not have any liability of incurring any loss of natural calamity or unforeseen conditions during the contracting period.

- The applicable taxes as per rules of Government of Bihar/GOI should be paid by party/ firm/ contractor/supplier/company/organization and invoices of the materials should be submitted to BHDS and if any taxes required to this should be paid by contractor/ supplier/ company/ party/ firm as applicable from time to time and as per the rules GOI/Bihar Government.
- The technical bids will be opened first and will be evaluated by the committee of society. Only such bids will be evaluated where required earnest money is deposited along with the technical bid and that meets other conditions of the tender. Evaluation of technical bid, shall be carried out by a committee constituted by the society, which shall look into compliance of specification and of other conditions of tender enquiry. At the second stage, financial bid of only technically acceptable and offers complying with tender conditions will be opened, for further evaluation.
- Proposers or their duly authorized representatives may be present at the time of opening the Technical Proposal, the time and place for which is indicated in the proposal documents. Time and place for opening of Financial Proposal shall be announced after technical evaluation and shall be communicated through a notice at the office of Mission Director.
- Participation for the empanelment process will automatically imply the acceptance, on all the terms and conditions of this notice for empanelment.
- Proposal should be submitted only through online e-tender on website: <https://eproc2.bihar.gov.in>
- The **Technical Proposal** along with all required documents for technical qualification should be uploaded/submitted through online e-tender on website <https://eproc2.bihar.gov.in>.
- Financial proposal should also be uploaded through online e-tender on website <https://eproc2.bihar.gov.in> in the prescribed format given on eproc2.
- **Price proposed in financial proposal must be inclusive of all taxes and freight** for destination etc. Financial Proposal will be quoted in figures as well as in words. **In case of any ambiguity in figure amount quoted in words will be considered.** The price quoted must be with respect to desired technical specification mentioned in proposal documents. In financial proposal stock availability and capacity to supply must be mentioned.

5. BHDS Rights:

- The Bidders/Applicants (Party/Firm/Company) participating in the tender will invariably be accepting all the terms and conditions of the tender. Non-compliance to any terms and conditions may cause rejection of the bid.
- In case of any dispute the decision of the **Mission Director, Bihar Horticulture Development Society, Bihar, Patna** shall be final and binding upon all concerned parties as per mutual understanding among the party/firm/company and the Directorate of Horticulture, Bihar, Patna.
- Not with standing anything contained in the RFP, **Mission Director, Bihar Horticulture Development Society, Patna** reserve the right to accept or reject any proposal and annul the selection process and reject all proposals at any time without any liability or any obligation for such acceptance, rejection, or annulment and without assigning any reasons thereof.
- The **Mission Director, Bihar Horticulture Development Society, Bihar, Patna** also reserves the right to reject any or all proposals if:
 - a) At any time, a material misrepresentation is made or uncovered: or,
 - b) The bidders do not provide, within the specified time, the supplemental information sought by Mission Director, Bihar Horticulture Development Society, Bihar, Patna for evaluation of the proposals

- BHDS reserves the right to increase or decrease the quantity, negotiate, accept, distribute the order among two or more agencies or reject any or all the proposal without assigning any reason thereof.
- The rates quoted in the e-tender shall be specified before destination and inclusive of all taxes, duties, Government levies, transportation, loading, unloading etc. No extra charges will be paid from the Bihar Horticulture Development Society, Bihar, Patna. The quotation of rate must be with respect to desired technical specification.
- Financial Proposal will be quoted in figures as well as in words. In case of any ambiguity in amount quoted in words will be considered final. Any correction of entries and over writing in entries may be rejected without any prejudice.
- The selection of the firm/company/organization will be done by the technical and financial evaluation committee constituted at the level of Bihar Horticulture Development Society, Bihar, Patna on the basis of related experience and financial background. Evaluation and selection process of the firm/company/organization will be governed by the guidelines of Bihar Financial Rules (2005). **All the Bidders willing to work on L1 rates will be allowed to work according to their capacity. All the work will be divided among all the interested bidders accordingly. However, preference will be given to manufacturing units established in Bihar.**
- The evaluation committee may negotiate will the price of L1, if needed. This fixed price after approval of competent authority will be final and applicable to the whole state of Bihar under mentioned schemes.
- The Mission Director, BHDS shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the selection of firm/ company /organization.
- The Bihar Horticulture Development Society, Bihar, Patna reserves the right to relax or waive any of the condition mentioned in this document as deemed necessary in the best interest of the Govt. and the objective of the scheme without assigning any reasons thereof.
- The Bihar Horticulture Development Society, Bihar, Patna may, at its sole discretion seek clarification from any bidder (firm/company/organization) regarding its proposals; such clarifications shall be provided by the bidders within the time specified by the Bihar Horticulture Development Society, Bihar, Patna for this purpose. Any request for clarification (s) and all clarification (s) on response thereto shall be in writing. If a bidder does not provide clarification sought above within the specified time, their proposals shall be liable to be rejected.
- **For any query/ confusion related to the tender document must be asked in the pre-bid meeting.** The pre-bid document proceeding will be the part of the tender document. Any query/ concern raised after the pre-bid query date will not be entertained.
- **In case, any confusion/dispute occur due to different interpretation of the statement mentioned in the tender document, the decision of the Mission Director, BHDS shall be final and binding upon all concerned parties.**

6. Earnest money deposit (EMD)

- a) EMD amounting Rs. 1,00,000.00 (Rupees One lakh only) must be submitted through online mode (NEFT/RTGS/CHALAN).
- b) EMD will be returned automatically through eproc2 to all unsuccessful bidder after finalization of the successful bidder without any interest
- c) EMD of the successful bidder will be returned only after successful execution of the work, without any interest and upon deposition of Performance Guarantee.

7. Performance Security Deposit:

The successful agency should have to deposit an amount of 5% (incl. GST) of the quoted project cost as performance security money in the form of Bank Draft/Bank Guarantee (Issued by nationalized bank only) in favor of the Mission Director, Bihar Horticulture Development Society payable at Patna, Bihar. The security amount will be/shall be forfeited if the party/firm/company/organization fails to provide services as per work order given.

8. Allocation of Work: In case of supply of Items mentioned in RFP, society will distribute work among the empanelled agencies. Allocation of work to the successful bidders will be done on the basis of sample stock verification of above mentioned items. Sample of Stock verification will be done by the inspecting committee constituted by the Mission Director, Bihar Horticulture Development Society, Bihar, Patna.

9. Disqualification

The reasons for the disqualification of the participating firm/company/organization are mentioned below:

- a. The quotations/response to the e-tender submitted/received after due date/time will be summarily rejected.
- b. The interested entity has made misleading or false representation in the firms, statements, attachments submitted in proof of eligibility.
- c. The e-tender is not accompanied by required documentation.
- d. The interested entity fails to provide clarification related thereof, when sought.
- e. The firm/company should provide/give the correct and true information while submitting the tender. In case of incorrect/false information found at any stage, the tender/bid will be cancelled, and legal action will also be initiated.
- f. The interested entity is found to canvass, influence or attempt to influence in any manner, the qualification or selection process, including without limitation, by offering e-tender or other illegal satisfaction.
- g. Notwithstanding anything written above or elsewhere, the e-tender may disqualify the Interested Entity without assigning or disclosing any reason thereof.
- h. **Any change in the Annexure format specified in the RFP/eproc2, may cause rejection of the bid.**
- i.

10. Terms of payment:

The progress of work will be monitored and inspected by ADH/DHOs of concerned districts. After satisfactory inspection report supported with Geo- tagged photographs, invoice/bill with challan the ADH/DHOs of concerned districts will release the payment.

11. Jurisdiction of court

The MD, BHDS of Patna shall alone have an exclusive jurisdiction to decide any difference, dispute, claim for and against.

The undersigned reserves right to reject whole or part of any or all the RFP without assigning any reason.

12. Contract agreement

The successful bidder will have to execute contract agreement after the issuance of LOI or work order. The tender document which is not submitted as per the RFP requirements shall be rejected. Any additional particulars can be furnished in the accompanied of statement.

13. Force Majeure

Force Majeure is added as Follows :

- For the purpose of this contract Force Majeure means an event which is beyond the reasonable control of the party.
- The terms "Force Majeure "as implied here in shall mean an act of God, War, Civil Riots, Fire directly affecting the performance of the contract, Acts and regulations of respective government of two parties, namely the organization and contractor.
- Both upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid, shall within seventy two hours of the alleged beginning and ending thereof intimate the other party giving full particulars and satisfactory evidence in support of its claim.
- If deliveries are suspended by Force Majeure conditions lasting for more than 2(Two) months, the organization shall have the option of cancelling this contract in whole or part as its discretion without any liability in its part.
- Force Majeure shall not include insufficiency of funds and inability to make any payment required here.
- Dispute Resolution: The High Court at Patna shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the selection of firm/company/organization.
- Jurisdiction of court: In the court of Patna jurisdiction shall alone have an exclusive jurisdiction to decide any difference, dispute, claim for and against the Mission Director, Bihar Horticulture Development Society, Patna. The undersigned reserves right to reject whole or part of any or all the RFP without assigning any reason.

Technical Proposal

(Forwarding Letter on firm letter head)

To,

The Mission Director,
Bihar Horticulture Development
Society, 2nd floor, Krishi Bhawan,
Mithapur, Patna-800001

Subject: **Submission of technical Proposal for “Empanelment and fixation of rate for supply of Plastic Crates/ Leno Bag/Banana Fruit Trap Bag in 2025-2026 in the State of Bihar”**

Sir,

In accordance with the terms & conditions of the bid **SUPPLY OF.....**
.....(MENTION THE COMPONENT NAME) IN DISTRICTS OF BIHAR.

I /We submit the **Technical Proposal** containing the following documents:

1. **Authority Letter** (Annexure I)
2. **Proposer/Bidder Information Sheet** (Details of firm) (Annexure II)
3. **Submission of Affidavit that the firm has not been blacklisted by any Union or State Government in any matter** (Annexure V)
4. **Turnover of the firm** (Annexure VII)
5. **Work Experience of the firm** (Annexure VIII)
6. **GST Registration Certificate & GST return of FY 2024-25.**
7. **Copy of PAN Card and IT return (with computation) for FY 2021-22, FY2022-23 & FY 2023-24 or FY 22-23,23-24 and 24-25**
8. **Copy of PAN Card**
9. **Photocopy of ISO & BIS Certificates.**
10. **Work Orders/MoU/Completion Letter along with payment proof**
11. **CA certified Balance sheet and Profit & Loss Account (with UDIN) of last 3 consecutive financial years i.e. FY 2021-22, FY2022-23 & FY 2023-24**
12. **Catalogue**
13. **Annexure IX**
14. **Annexure X**
15. **Annexure XI**
16. **Any other Document**

Further, it is certified that the information furnished in this Bid Documents is true and correct to the best of my/our knowledge & belief. I/we fully understand terms and conditions mentioned above and undertake to abide by the terms & conditions and rules & regulations mentioned in the Bid document. It is also certified that the proposer has not been blacklisted by any Union or State Government Department or Institute in any matter and the owners or partners/ directors has never been legally prosecuted & in any legal dispute with any Union or State Government Department.

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated:

Annexure I – Authority letter

(On the letter head of the bidder)

AUTHORITY LETTER

M/s.

..... (Name & address with telephone no. of bidder) is
working with/on behalf of our firm as our authorized representative/ dealer for the State of Bihar.

He/ She is authorized to submit, collect & correct all Bid/quotation/project documents on
behalf of firm.

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....

Annexure II – Bidder information sheet

BIDDER INFORMATION SHEET

Date of opening of Technical Proposal -

..... Date of Opening of Financial

Proposal – Intimated by letter

1. Name of the Item:

2. (a) Name & Address of the firm/ authorized dealer,

(b) Office address of the firm/ authorized dealer in the state of Bihar.

Telephone No.:

3. (a) GSTIN Registration No.:

(b) Income Tax PAN No.:

4. Address with telephone no./e-mail/web
address where production centre(s) is
situated

Certified that above information is correct.

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....

Annexure III – Details of EMD

DETAILS OF EARNEST MONEY THROUGH ONLINE MODE

Earnest money through online mode as per details below is enclosed for the purpose of bid for
**“Empanelment and fixation of rate for supply of Plastic Crates/ Leno Bag/Banana Fruit
Trap Bags in FY 2025-2026 in the State of Bihar”**

NEFT/RTGS/ No.....

Name of the bank.....

Branch.....

Dated.....

Amount (In figures & words)

.....

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....

Annexure V – Affidavit Towards Blacklisting

Submission of Affidavit for (Technical Proposal)

(Through Notary Public on Non-Judicial stamp paper of Rs. 1000.00)

- The Bidder has not been declared ineligible for corrupt and fraudulent practices by any State Government/GOI/ Union territory.
- The Bidder has not been blacklisted by any State Government/GOI/Union Territory/State and Central Educational Institutes etc. till date.

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....

Annexure VI – Financial Proposal

(On the letter head of the bidder)

Name of Firm:

Address:

Phone no/Mobile no:

To,
The Mission Director,
Bihar Horticulture Development
Society, 2nd floor, Krishi
Bhawan,
Mithapur, Patna-800001

Subject: Financial Proposal: Submission of Financial Proposal for “Empanelment and fixation of rate for supply of Plastic Crates/ Leno Bag/Banana Fruit Trap Bags in 2025-2026 in the State of Bihar”

Sir,

In accordance with the terms & conditions of the bid **Empanelment and fixation of rate for supply Plastic Crates, Leno Bags, Banana Fruit Trap Bags** our financial quote for the assignment is as below:

Sl. No.	Name of the Item	Unit	Rate in Rs (In figures & words both)
1			
2			
3			

Price quoted are inclusive of Taxes/Duties like GSTIN, Inspection charges etc., if any.

- The prices should be quoted in Indian Rupees only, for Plastic Crates, Leno Bags & Banana Fruit Trap Bags material separately, both in number and words in such a way that interpolation is not possible, and all over-writings should be strictly avoided or rewritten, and correction should be duly attested prior to the submission of proposal.
- The price should include all taxes packing costs, transportation, unloading costs at destination, the beneficiaries in Bihar. Only one price should be quoted for Plastic Crates, Leno Bags, Banana Fruit Trap Bags. Multiple prices will not be entertained.
- **Financial Quote should strictly be filled in the BoQ (excel sheet format) of the eproc2. Any scanned upload of financial format may cause rejection of financial Bid.**
- No claim will be entertained afterwards for any increase in market price or otherwise.

Signature of Authorized Signatory

Name

Designati

on

Seal of the firm

Dated:

Annexure – VII

TURNOVER OF THE FIRM

Tender for the empanelment of agencies for procurement of Banana Fruit Trap Bag /Plastic Crates/Leno Bag

S. No.	Financial Year	Average Annual Turnover of the firm
1.	FY 23-24	
2.	FY 22-23	
3	FY 21-22	
Average Annual Turnover		

It is certified that average annual turnover of the (Name of the firm) in last three FY is Rs. Lakh.

Name of the CA:

Seal of the CA:

Signature of Authorized Signatory

Name

Designation

UDIN:

Seal of the firm

Dated.....

Annexure – VIII

WORK EXPERIENCE OF THE FIRM

S. No.	Name of the work order issued agency	Issued Date of the Work order	Order Value (Rs.)	Did you enclose following documents (Yes/No)		
				Supply/Work Order	Bill Voucher/invoices	Payment Proof
1.						
2.						
3.						
4.						
5.						

Note:

Please attach supporting documents

Signature of Authorized Signatory
Name

Designation

Annexure – IX

CERTIFICATE OF RELATED PARTY DISCLOSURE

This is to certify (Name of Agency) applying for the Tender for empanelment and fixation of rate for supply of Banana Fruit Trap Bag/ Plastic Crates / Leno Bag in 2025-26 in the State of Bihar is not in Board of Directors/Shareholders/Key Managerial Person with any Companies who is willing/Eligible to apply for the said tender. If Yes, then attach List of Companies in which agency is in Board of Director/Shareholders/Key Manager Person.

This is to certify (Name of Agency) applying for the Tender for empanelment and fixation of rate for supply of Banana Fruit Trap Bag/ Plastic Crates / Leno Bag in 2025-26 in the State of Bihar is not Partners with any firms who is willing/Eligible to apply for the said tender. If Yes, then attach List of Firms in which agency is Partner.

This is to certify (Name of Agency) applying for the Tender for empanelment and fixation of rate for supply of Banana Fruit Trap Bag/ Plastic Crates / Leno Bag in 2025-26 in the State of Bihar is not Co-sharer with any Organizations who is willing/Eligible to apply for the said tender. If Yes, then attach List of Organizations in which agency is in Co -share or related to.

/

Name of the CA:

Seal of the CA:

Signature of Authorized Signatory

Name

Designation

UDIN:

Seal of the Firm

Dated.....

Annexure – X

TURNOVER OF THE FIRM RATE WISE in FY

Tender for the empanelment of agencies for supply of Banana Fruit Trap Bag/ Plastic Crates / Leno Bag for FY 2025-26 in the State of Bihar

S. No.	F.Y	Rates	Taxable Amount	IGST	CGST	SGST
1.	2021-22	0%				
2	& 2022-23	1% for Composition Payer				
3	& 2023-24	5%				
4	& 2024-25	12%				
5	(In which supply of	18%				
6	supply of Banana Fruit Trap Bag/ Plastic Crates / Leno Bag is made.)	28%				
7		Others				
		TOTAL				

It is certified that turnover of the (Name of the firm) in FY is Rs. Lakh and is matching with GST Return and Audited Balance Sheet of respective Financial Year.

Name of the CA:

Seal of the CA:

Signature of Authorized Signatory

Name

Designation

UDIN:

Seal of the firm

Dated.....

Annexure XI – OEM & Authorization Details Checklist

To be completed by the OEM and returned from official corporate email / DSC-signed PDF.

OEM Legal Name CIN _____

PAN _____

GSTIN _____

Registered Office _____

Factory/Works Address(es) _____

Official Website _____

Verification Contact (Name/Designation/Email/Phone) _____

Brand(s) & Product(s) Covered (tick/describe):

Banana Fruit Trap Bag/Plastic Crates ☐ Lenobags:

Authorization/Dealership Certificate Details:

Issued to (Firm name) _____

Certificate No./Serial/QR _____

Date of Issue ____/____/____

Valid Till ____/____/____

Territory ☐ Bihar ☐ Pan-India ☐ Other: _____

Signatory (Name/Designation/Emp. ID) _____

Authority/PoA Ref

(attach copy/number) _____

Status as on Tender Submission Date 14.11.2025: ☐ Valid on that date ☐ Not issued on that date ☐
Re-issued after that date (details: _____)

Supply Trail to the Bidder (post authorization):

- Invoices/e-way bills/e-invoices: Nos. & dates (attach list/copies)
- Channel: ☐ OEM direct ☐ Through Distributor (Name: _____)

Dealer/Distributor Agreement with the Bidder: ☐ Yes (attach) ☐ No Current

Authorized Dealers/Stockists in Bihar: (attach list)

Declaration:

We certify that the information above is true and correct and understand that this statement may be relied upon in legal/disciplinary proceedings by a public authority.

Place/Date: _____

Authorized Signatory (Name/Designation): _____ Company Seal