

MINUTES OF PRE-BID MEETING

**BIHAR HORTICULTURE DEVELOPMENT SOCIETY
2nd Floor, Krishi Bhawan, Mithapur, Patna - 800001**

Tender Title:	E-Tender enquiry for Selection of Executing Agency for the establishment and operation of Tissue Culture Lab at Patna and Lakhisarai, Bihar
Date & Time of Pre-bid Meeting	03.08.2026, 12:00 PM
Mode	Virtual /Offline
Venue:	Directorate of Horticulture, Department of Agriculture, 2nd Floor, Krishi Bhawan, Mithapur, Patna - 800001

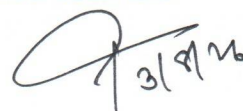
A pre-bid meeting for **Selection of Executing Agency for the establishment and operation of Tissue Culture Lab at Patna and Lakhisarai, Bihar** was held on 03rd August, 2026 at 12:00 PM, under the chairmanship of Mission Director, Bihar Horticulture Development Society, Patna. 3 agencies participated in Offline mode while 0 agencies participated through Online mode. The details of the participating agencies are annexed below: -

1	Sheel Biotech Limited
2	Vitro Biotechnologies Limited
3	Marut Drones

The pre bid queries submitted and responses are as listed below:

Query/Request for clarification	Section/Part of RFP and page No. clause	Response/Modification
Bidder requested to remove the criteria of cemented floor in Hi-Tech Greenhouse.	Annexure 2A, Hi tech Green House, as per page 2, Point no 14. The floor should be cemented and not natural soil with cover.	This is a factual error. Green House structures for hardening need not have Cemented floor.
It was clarified that the bidder proposed the inclusion of annexures in the floated RFP		The annexures have been included along with the minutes of the pre-bid meeting.

Note: The Pre-bid meeting document shall be an integral part of the tender document.



(Abhishek Kumar I.F.S.)
Mission Director,
Bihar Horticulture Development
Society, Government of Bihar

Memo No

3054

Dated

03/08/2026

(Letter Head of the Bidding Agency)

Name of Bidding Agency:

Address:

PAN No.: -

GSTIN: -

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

Subject: Technical proposal for the tender "Selection of Executing Agency for the establishment and operation of Tissue Culture Lab at Patna, and Lakhisarai, Bihar

Sir,

In accordance with the terms & conditions of the notice for short e-Tender notice for Selection of Executing Agency for the establishment and operation of Tissue Culture Lab at Patna, and Lakhisarai, Bihar I /We submit the technical proposal containing the following documents mentioned in checklist:-

S N	Particulars	Yes/ No	Page No
1	Scanned copy of "Letter head of the bidding agency for Technical Proposal" filled with all information		
2	Copy of Incorporation certificate/Partnership Deed whichever applicable		
3	Authority Letter (Annexure III)		
4	Proposer/Bidder Information Sheet (Details of firm) (Annexure IV)		
5	Details of Earnest Money deposits through online mode (Annexure V)		
6	Valid GST registration certificate with GSTIN of the bidding agency and PAN No.		
8	Furnish copy of GST return of the FY 2023-24 and FY 2024-25.		
9	Photocopy of Income tax return with computation of income of last three consecutive financial year (FY 22-23, FY 2023-24, FY 24-25) & PAN Card of the bidding agency		
10	Copy of Audited balance sheet and Profit and loss statement with UDIN of the bidding agency of last three consecutive financial years		

	(FY 22-23, FY 23-24, FY 24-25)		
11	Average Annual Turnover of the bidding agency (Annexure – VIII) Duly certified by Chartered Accountant with UDIN No.		
12	Proof document regarding working experience (Annexure-IX) Submit the proof documents as: 1. supply order/ work order 2. Invoice bill/Tax invoice and 3. Concerned payment proof showing in Bank Statement as proof (Kindly highlight the payment details in the payment proof documents against each work order. 4. Self-certified reconciliation statement of difference between tax invoice and amount received in bank statement, if any <i>Note: All the above required documents of a project should be in sequence i.e supply order/work order followed by Invoice bill/Tax invoice followed by payment proof followed by Self-certified reconciliation statement</i>		
13	ISO certification of the bidding agency		
14	Submission of Affidavit (Non-Blacklisting) Annexure – VII		

Further, it is certified that the information furnished in this proposal documents is true and correct to the best of my/our knowledge & belief. I/we fully understand terms and conditions mentioned and undertake to abide by the terms & conditions and rules & regulations mentioned in the proposal document.

It is also certified that the proposer has never been blacklisted/debarred by Union or any State Government department or institute in any matter and the owners or partners/ directors have never been legally prosecuted & in any legal dispute with Union or any State Government department.

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....

Annexure – V

PROPOSER INFORMATION SHEET

(General Information to be supplied along with the Proposal)

1. Name of Bidder:
2. Type of bidder: Proprietorship / Partnership / Company:
3. Address of the Registered Office:
4. Branch office Address in Bihar, if any:
5. Date of Incorporation/ Commencement of Business:
6. Brief description of main lines of Business of Bidder:
7. GSTIN and PAN Details of the Bidding Agency:
 - a) GSTIN No.:
 - b) GSTIN (registration in Bihar):
 - c) PAN No.: -
8. Details of Authorized Representative of Bidder:
 - a) Name:
 - b) Designation:
 - c) Telephone/Mobile No.:
 - d) E-mail:
9. For Which Location tender is being applied? **(Mandatory Information)**

Sr. No.	Location	Tender Applied (Yes/No.)
1	Patna	
2	Lakhisarai	

Signature of Authorized Signatory

Name

Designation

Dated.....

Seal of the firm

DETAILS OF EARNEST MONEY DEPOSIT

Earnest money through online mode purpose of e-Tender notice for Selection of Executing Agency for the establishment of Tissue Culture Lab at Patna and Lakhisarai.

NEFT/RTGS.....

Name of the bank.....

Branch.....

Dated.....

Amount (In figures & words).....

.....

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....

Submission of Affidavit (For Technical proposal)

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

I/We hereby declare that(Name of the Agency),.....(Registered Address) has not been blacklisted/debarred by Govt. of India or any state govt. or institution or any state agriculture universities as on date.

I/We confirm that our firm will complete the work as per the technical specifications required, in specified time decided by BHDS, Bihar.

I/We further confirm that we are aware that our bid for the captioned tender would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this tender at any stage of the bidding process or thereafter during the agreement period.

Date:

Name of the Bidder:

Name of the Authorized Person:

Signature of the Authorized Person:

Seal of the Bidding Agency:

Annexure – VIII

TURNOVER OF THE BIDDING AGENCY

Name of the Bidding Agency:

S. No.	Financial Year	Annual Turnover of the firm (in Cr.)
1.	FY 24-25	
2.	FY 23-24	
3	FY 22-23	
Total Turn Over in (Cr)		
Average Annual Turnover (Cr.)		

On the basis of the audited financial statement for the year 2022-23, 2023-24 and 2024-25 of the(Name of Bidding Agency), this is to certify that the company's average annual turnover for last 3 financial year ending 31.03.2024 is **Rs. Crores.**

Signature of CA

Name of the CA

Seal of CA

UDIN No.

Signature of Authorized Signatory
Name

Designation

Seal

EXPERIENCE OF THE BIDDING AGENCY

Annexure-IX

Sr No	Work Order Name	Date of Work Order Issued	Name of the Agency which has issued Work Order	Order Value In Lakh (Less than 100 Lakh projects will not be considered)	Document Submitted (Yes/No)			
					Work/Supply Order	Invoice/Bill Voucher	Highlighted Payment Proof	Self-certified reconciliation statement, if required

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....

FINANCIAL PROPOSAL

Annexure – X

(On Letter head of the Bidding Agency)
(Do not Attached with Technical Proposal)

Name of Bidding Agency:

Registered Office Address:

GSTIN:

PAN:

Mobile No.:

E-mail ID:

To,

The Mission Director,

State Horticulture Mission, Bihar

2nd Floor, Krishi Bhawan, Mithapur, Patna-800001

Sub: Rate quoted for the ***Selection of Executing Agency for the establishment of Tissue Culture Lab at Patna, and Lakhisarai, Bihar***

Sir,

I / we do hereby propose Rate quote for the Supply, Installation, Commissioning, and Operation of Tissue Culture Laboratory on Turnkey basis for the Directorate of Horticulture, Department of Agriculture, Govt. of Bihar as per scope of work specified in this bid as well as per the requirement of each particular as following: -

Table I BOQ Summary for establishment and operation of Tissue Culture Laboratory at Patna

		Total Project Cost	
S. No	Project Location	Particulars	Amount (INR)
1		Land Development and allied works	-
2		Construction of Building	-

3	For Establishment and Operation at Patna	Equipment	-
4		Transformer, Electrical & DG Set	-
5		Furniture & Fixtures	-
6		Chemicals	-
7		Glassware Bottles and Lids	-
8		Primary & Secondary Hardening Chamber	-
9		Protocols, Mother Culture & Packaging Material	-
10		Training & Handholding Support and operation for one year	-
Total Proposed Project cost			-
Total Proposed cost of Project (in Word):			

Table 2 BOQ Summary for establishment and operation of Tissue Culture Laboratory at Lakhisarai

S. No	Project Location	Total Project Cost	
		Particulars	Amount (INR)
1	For Establishment and Operation at Lakhisarai	Land Development and allied works	-
2		Construction of Building	-
3		Equipment	-
4		Transformer, Electrical & DG Set	-
5		Furniture & Fixtures	-
6		Chemicals	

		-
7	Glassware Bottles and Lids	-
8	Primary & Secondary Hardening Chamber	-
9	Protocols, Mother Culture & Packaging Material	-
10	Training & Handholding Support and operation for one year	-
Total Proposed Project cost		-
Total Proposed cost of Project (in Word):		

Note:

Please refer detailed BOQ appended as annexure-IX and scope of work mentioned in the tender document for quoting the project cost for financial proposal.

Agency may apply tender for either or both of the locations. Patna and Lakhisarai as per their preference.

Price quoted are inclusive of Taxes/Duties like Sales Tax/ VAT/GSTIN, excise duty.

The prices should be quoted in Indian Rupees only, for material separately, both in figures 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. Only one price should be quoted for one project location for above mentioned scope of work. Multiple prices will not be entertained.

Signature of Authorized Signatory

Name

Designation

Seal of the firm

Dated.....