

Kabesa Central School, Punakha

STANDARD BIDDING DOCUMENTS

[Bidding Documents for the Supply of Vegetables and Fruits]



Procuring Agency [**Kabesa Central School, Punakha**]

NB: This Document has been prepared by Kabesa Central School to be used for the Procurement of Vegetables and fruits (financial year 2018-2019) for students' mess through National Competition.

It has been prepared based on the SBD prepared by the Ministry of Finance as per the Procurement Rules and Regulations for procuring goods.

For further clarifications, if any, the bidder may contact: Kabesa Central School, Punakha at 17509412.

Notice to the Bidders

1. *The last date to receive bidding document is on Wednesday 5th September 2018 and will be opened at 3PM on the same day.*
2. *The quotation including all documents as reflected in the list should be sealed in an envelope as required by PRR clause 5.1.7.2 and deliver it at the following Address. (Principal, Kabesa central school; Punakha).*
3. *Bidders failing to submit complete documents would result in rejection*
4. *Quotation sent through fax and other electronic means will not be entertained.*
5. *There should not be any over writing particularly your rate against the items listed*

Terms and conditions

1. *The Tender is open to all business license holders actively carrying business as per the business norms of the country.*
2. *The quotation should be valid for one financial year(2018-2019)*
3. *The purchaser is not bound to accept the lowest bid without adhering to tender norms. Purchaser will also not reserve the right to reject any or all the bids without any reasons*
4. *The bidder must quote prices for all the items listed in this invitation.*
5. *The weightage for the **item category A** is 70% and 30% for category B*
6. *The contract will be awarded to the bidder whose average bid value is lowest (70%of A+30%of B)*
7. *The bid will be rejected right away in the event bidder failed to reflect the price against any of the listed item or in the existence of over writing.*
8. *The quoted price shall be inclusive of all related cost including taxes, duties, transportation to school etc (**Kabesa Central school under Punakha dzongkhag**)*
9. *The school will place supply order as per the requirement and deliveries should be made on weekly basis.*
10. *The supply should be done strictly based on supply order.*
11. *Any items found damaged during transportation will not be accepted and supplier must replace damaged items immediately otherwise the cost of such items shall be deducted from the bill amount.*
12. *The school reserves the right to buy SAP and local produce at the rate less or equal to lowest quoted rate to provide organic vegetable.*
13. *The local cheese and butter would be purchased from sale point of cooperative farmers' group of the Gewog.*
14. *The purchaser may procure any of the items from the open market and meet the price differences through his/her performance security in case the supplier fails to supply the goods within the stipulated time.*
15. *The valid bidder will be notified of the award of the contract by the school prior to expiry of quotation validity period. The terms of accepted offer shall incorporate in the supply order.*
16. *The winning bidder must submit 10% performance security within 15 working days after the notice of award and sign the agreement before supply begins.*
17. *The payment of the invoice shall be arranged by the purchaser within 30 days upon the submission of original invoice and TPN number against the actual supplied quantities of goods as listed in supply order.*

18. The unloading charge @ Nu 200 per Bolero, Nu 500 per DCM and Nu 800 per Truck will be paid by the supplier at the end of every month.
19. No advance payment will be made at any cost.
20. Failing to agree/adhere to the terms and conditions, the contract will be awarded to the next lowest bidder.
21. The decision made by the tender committee shall be final and binding.

Item Category A (70%)			
Sl no	Items	Bidders rate (Nu)	
		Specification	Rate
1	Potatoes (red)	Kg	
2	Potatoes(white)	Kg	
3	Onion	Kg	
4	Cabbage	Kg	
5	Tomatoes	Kg	
6	Beans	Kg	
7	Sag	Kg	
8	Raddish	Kg	
9	local Green chilli (big)	Kg	
10	Green chilli (small)	Kg	
11	Bringal	Kg	
12	Carrot	Kg	
13	Cauliflower	Kg	
14	Squash	Kg	
15	Ginger	Kg	
16	Coriander	Kg	
17	Water melon	Kg	
18	Banana	Kg	
19	Egg	Carton(7 trays)	
20	Local Tea leaf	Pkt	
21	Mixed Pickle	Kg	
Total Amount			

Item Category B (30%)			
Sl no	Items	Bidders rate (Nu)	
		Specification	Rate
1	Green peas	Kg	
2	Dry chilli (Indian)	Kg	
3	local Dry chilli (big)	Kg	
4	local Dry chilli (small)	Kg	
5	Garlic	Kg	
6	Fresh Oyster Mushroom	Kg	
7	Bitter Guard	Kg	
8	Bottle Guard (Lauka)	Kg	
9	Pepper (Thingay)	Pkt	
10	Apple	Kg	
11	Cucumber	Kg	
12	Gauva	Kg	
13	Peach	Kg	
14	Pear	Kg	
15	Orange	Kg	
16	Asparagus	Kg	
17	Crow beak	Kg	
19	Pumpkin	Kg	
20	Cane shoot	Kg	
Total amount			

Documents to be submitted:

The duly completed and signed priced quotation as per the schedule of items

1. *Copy of the recently renewed valid trade license*
2. *Copy of valid Tax Clearance Certificate*
3. *Photocopy of the CID of bidder*
4. *Demand Draft amounting to Nu 10,000 (Ten Thousand) as bid security in favor of Principal, Kabesa Central School, Punakha.*

Submitted By:

Name of Bidder:

CID No:

License No:

Place of operating Business:

Signature & date
with legal Stamp:

Contact No: