

# **EXPRESSION OF INTEREST**

**For**

**Short listing of Manufacturer / Sole Marketer for procurement of Laboratory Chemical, Glass ware, Plastic ware, Filter Paper & Other Laboratory Articles.**

*2019-20*

EOI No. 1S (07) 10/ 2019- 15385/ Dt. 01.06.2019

***Directorate of Agriculture & Food Production,  
Odisha, Krushibhawan, Bhubaneswar***

**DIRECTORATE OF AGRICULTURE & FOOD PRODUCTION, ODISHA**  
**KRUSHIBHAWAN, BHUBANESWAR**  
**Expression of Interest (EOI)**  
**For short listing of Manufacturers/Sole marketers**  
**for procurement of Laboratory Chemical, Glass ware, Plastic ware, Filter Paper &**  
**Other Laboratory Articles.**

**Letter of Invitation**

Expression of Interest (EOI), is invited by Directorate of Agriculture & Food Production (Odisha), Bhubaneswar from the bonafide Manufacturers / Sole Marketers for short listing of firms to procure Laboratory Chemicals, Glass wares, Plastic wares, Filter papers & Other Laboratory Articles (worth less than Rs 1.00Lakh) on rate contract basis for its constituent Laboratories (Soil Testing, Fertiliser Testing, Pesticide Testing, Bio- fertilizer and Organic fertiliser Testing and Seed Testing-(**Annexure A**) purely on need basis. The short listing does not guarantee any procurement. The interested Manufacturer / Sole Marketers should offer their sealed EOI regarding rate contract by **27.06.2019 up to 1 P.M.** and will be opened on the same day at **3.00 P.M** in the presence of bonafide Manufacturer / Sole Marketers or their authorized representatives. The EOI document including terms and conditions will have to be downloaded from the official website [www.odisha.gov.in/alltenders](http://www.odisha.gov.in/alltenders) or <http://.agrisnetodisha.ori.nic.in> from **06.06.2019 to 26.06.2019**. The Directorate shall not be responsible for any delay/ difficulties / inaccessibility of down loading facilities for any reason what so ever.

The EOI documents in sealed cover are to be dropped in the box placed in the Office chamber of DDA (Extension), **Room No-SS-18, 2<sup>nd</sup> Floor, Krushibhawan, Bhubaneswar** up to **1PM** of **27.06.2019** in working days only. The approximate cost of EOI is **Rs. 286.50 lakh**.

Sd/-

(Dr. M. Muthu Kumar)

**Director of Agriculture &  
Food Production (Odisha)**

## **INSTRUCTION TO BIDDERS**

The Manufacturer / Sole Marketers interested to participate in the process should have the following eligibility criteria:

**I :** Must be a Manufacturer / Sole Marketers dealing with manufacturing and / or supply of Laboratory Chemicals, Glass wares, Plastic wares, Filter papers & other Laboratory articles.

**II :** They must have authorized dealer in Odisha state.

Each Organization / Firm fulfilling the above eligibility criteria must submit the following two bids in separate sealed covers. Non submission of both bids will entail disqualification.

**(A) Technical Bid-** The technical bid must be accompanied by the following documents.

- i. Profile of the organization with contact details in given bio-data format duly signed by the bidder (**Annexure-B**).
- ii. Proof of License as Manufacturer / Sole Marketers from Appropriate Authority
- iii. Printed Price List of Chemicals, Glass wares, Plastic wares, Filter papers & Laboratory wares for the year 2019-20.
- iv. Under taking for not providing more discount to any other user over the quoted discount.
- v. Proof of supply to laboratories of Govt./ University /public undertakings.
- vi. The list of dealers in Odisha State with address, contact No & e-mail address.
- vii. Copy of the GST registration certificate of authorized dealers of Odisha
- viii. Satisfactory evidence of Turnover details of their authorized dealers in Odisha for last three years duly certified.
- ix. PAN Card of authorized dealers of Odisha along with IT Return for AY-2018-19
- x. Copy of the license of the authorized dealers of Odisha under Shop and Commercial Establishment Act.

**(B) Financial Bid-** The rate of discount in % over the printed price of each category to be mentioned in the given format. The Printed Price should be inclusive of transportation, handling charges, packing and forwarding charges and excluding the prevailing tax.

The financial bid should be submitted as per the following format only

Sl. No.	Category	% of discount over printed price.
1	Chemicals	
2	Glass wares	
3	Plastic wares	
4	Filter papers	
5	Other Laboratory articles	

Part A and Part B must be placed in two separate covers super-scribed as Technical bids and Financial bid respectively. These two covers will be placed in a separate cover super scribed as “**EXPRESSION OF INTEREST FOR SUPPLY OF LABORATORY CHEMICALS, GLASS WARES, PLASTIC WARES, FILTER PAPERS & LABORATORY WARES 2019-20**”. The EOI in sealed cover is to be dropped in the EOI box placed in office chamber of DDA (Extension), **Room No-SS-18, 2<sup>nd</sup> Floor, Krushibhawan, Bhubaneswar.**

Schedule date and time for EOI

Item	Date and time
Availability of EOI document.	<b>06.06.2019 to 26.06.2019</b>
Submission of EOI to Directorate	<b>Till 27.06.2019 up to 1.00 PM</b>
Opening and scrutiny of Bids	<b>On 27.06.2019 at 3.00 PM</b>

If any date is declared as holiday by Govt. of Odisha, date and time for submission and opening of EOI shall respectively be time as aforesaid on the next working day.

The authority reserves the right to cancel/ reject any or all the EOI without assigning any reason thereof.

Sd/-

(Dr. M. Muthu Kumar)

**Director of Agriculture &  
Food Production (Odisha)**

## **Terms & Conditions**

The terms and conditions contained in subsequent clauses for procurement of Laboratory Chemicals, Glass wares, Plastic wares, Filter papers & other Laboratory articles (worth less than Rs 1.00Lakh) on rate contract basis to the constituent Laboratories (Soil Testing, Fertiliser Testing, Pesticide Testing, Bio- fertilizer and Organic fertilizer Testing and Seed Testing) of Directorate of Agriculture & Food Production (Odisha), Krushibhawan Bhubaneswar purely on need basis is binding to the supplier.

1. The EOI is floated only for short listing of Manufacturer/ Sole marketer & approval of rate of discount on printed price list for procurement of Laboratory Chemical, Glass ware, Plastic ware, Filter Paper & other Laboratory articles.
2. The selection and evaluation of the Manufacturer/sole marketer for the purpose would be through a 'Two-stage Bid Evaluation processes. First the Bidders would be required to meet the prescribed threshold as per their **PART-A** Bid documents. Therefore the Bid document in Part-A shall be opened first for evaluation.
3. Financial Proposal in **Part-B** of those Bidders, who possess & qualify, would be opened and finally evaluated for selection of the preferred bidder to be considered for assignment, subject to approval of the competent authority.
4. The Directorate EOI Committee shall examine the technical aspects of the bid submitted in accordance with the notice, Technical Proposal, in particular, to confirm that all requirements have been met without any material deviation, reservation or omission.
5. While selecting manufacturer / Sole marketer, any allegation on quality of products supplied previously & deviation in supply period will be taken into consideration.
6. All Bids must be submitted, duly signed by the Bidder or a member duly authorized to sign the Bid on each page.
7. The rate of discount after approval will be communicated to the laboratory In-charges of all Soil Testing, Fertilizer Testing, Pesticide Testing, Bio- fertilizer Testing and Organic fertiliser Testing and Seed Testing of the state, working under the Department which will be applicable on the price list of concerned manufacturer/ Sole marketer.

8. The Lab In-charge has the discretions to give supply order for his preferred Laboratory Chemical, Glass ware, Plastic ware, Filter Paper & other Laboratory articles, basing on the requirement of stock from any manufacturer/Sole marketer with a view to get the best analysis result.
9. The Manufacturers / Sole Marketers have to supply materials through their dealers of Odisha state.
10. The supplier will supply the materials to the concerned laboratories on the basis of purchase order issued by the laboratory in-charge.
11. The billing price will be after the discount offered and with the prevailing tax.
12. No advance payment will be made by the department.
13. Payment to the supplier will be made by the lab in-charge following due procedure.
14. The dealer has to submit GST registration and clearance to the laboratory In-charge for processing the payment.
15. The contract period is one financial year i.e. 2019-20.
16. That any dispute arising out of or in connection with this agreement shall be decided by arbitration in accordance with the provisions of the Arbitration and Conciliation Act 1966. The Principal Secretary to Agriculture & Farmers Empowerment Department, Government of Odisha, Bhubaneswar shall be the sole arbitrator and his decision shall be final and binding on both the parties.

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**Annexure A****List of Laboratories of the State**

<b>Sl. No.</b>	<b>Category of Laboratories</b>	<b>Nos. of Labs</b>	<b>Location (District)</b>
<b>1</b>	Soil Testing Laboratories	30	Sunderagarh, Cuttack, Khurda (Bhubaneswar), Balasore, Ganjam (Berhampur), Bolangir, Bhawanipatna, Sambalpur, Koraput (Semiliguda), Mayurbhanj (Baripada), Kandhamal (Phulbani) Angul, Sonepur, Nuapada, Keonjhar, Rayagada, Bargarh. Malkangiri, Boudh, Dhenkanal, Jagatsinghpur (Tirtol), Kendrapara, Nayagarh, Jharsuguda, Deogarh, Nawarangpur, Puri, Bhadrak, Jajpur, and Gajapati
<b>2</b>	Fertiliser Quality Control Laboratories	5	Khurda(Bhubaneswar),Ganjam (Berhampur), Sambalpur, Rayagada, Balasore
<b>3.</b>	Insecticide Testing Laboratories	2	Khurda (Bhubaneswar), Sambalpur,
<b>4.</b>	Bio-fertilizer / Organic fertiliser Testing Laboratories	1	Khurda (Bhubaneswar),
<b>5.</b>	Seed Testing Laboratories	1	Khurda (Bhubaneswar),

**Annexure B**

**PROFORMA FOR SUBMISSION OF BIO-DATA OF THE FIRMS**

- 1 Name of the Manufacturer / Sole marketer: -----
- 2 Whether a Proprietorship, Partnership, Company/ NGOs / Professional Agencies / Institutional Agencies -----
- 3 The name and address of Proprietor/ Partners/ Managing Director/  
-----  
-----
- 4 Communication address with e-mail and telephone no.....
- 5 Nature of work of the Manufacturer / Sole marketer  
.....
- 6 Whether the firm is registered under the Companies Act, 1958 as a Partnership firm / Non Governmental Organization (NGO)/Institutional Agencies registered under the Odisha Societies Registration Act, 1860 or the Indian Trust Act of 1982 or any other relevant Act?  
If so, Registration. No. & date should be given.----- (copy should be attached)
- 7 Whether the firm has GST registration and if so, please quote the GST registration no. ....( copy should be attached)
- 8 Name of the authorized person who can hold discussion on your behalf at the time of necessity  
Name -----  
Phone No .....  
E- mail -----
9. Is the organization an Income Tax Assessee ? If so, copy of PAN card to be and IT return for AY 2018-19.

**CERTIFICATE**

Certified that the information furnished above are true and correct to the best of our/my knowledge and belief. In case, any or all the information given above is found to be incorrect at anytime, undertake the liability to be proceeded within any manner. Any change or change in regard to the furnished information will be intimated as and when such changes occur.

Place \_\_\_\_\_  
Date \_\_\_\_\_

Signature of the Bidder  
Signature of Witness and address