

MEGHALAYA ZOO PROJECT IMPLEMENTATION SOCIETY
(A Society Registered Under The Meghalaya Registration of Societies Act 1983)

No. MZPIS/ Tender/ 2020-21/ 03/

Dated Shillong the March, 2021

Notice Inviting Tenders

For and on behalf of the Meghalaya Zoo Project Implementation Society, undersigned invites sealed tenders affixed with non-refundable non-judicial court fee stamps of Rs. 300/ (rupees three hundred) only denomination from original manufacturers or their authorised dealers having average annual turnover of not less than rupees fifty lakhs during last three years for supply and installation of Solar AC Water Pump Sets of 15 HP and 3 HP Capacity along with Solar Panel and other accessories at the Meghalaya State Zoo, Ri-Bhoi District, Meghalaya.

2. Tender Booklet containing detailed specifications of the Pump Sets and terms and conditions may be obtained from office of the undersigned located in Sylvan House, Lower Lachumiere, Shillong 793001 upto 04.00 PM on **27.04.2021** on payment of Rs. 500/- (rupees five hundred) only in cash or by a Demand Draft or a Pay Order or a Bankers Cheque drawn in favour of the Meghalaya Zoo Project Implementation Society payable at Shillong from a Bank having a Branch in Shillong. The Tender Booklet may also be downloaded from website of the Forests and Environment Department, Government of Meghalaya (megforest.gov.in).

3. Tenders complete in all respect shall reach office of the undersigned at Sylvan House, Lower Lachumiere, Shillong 793001 upto 01.00 PM on **30.04.2021**. The tenders received upto the afore-mentioned date and time will be opened at 01.30 PM on **30.04.2021** in the presence of the tenderers or their representatives.

4. Each tender shall be accompanied with a refundable Earnest Money Deposit (EMD) amounting to Rs. 20,000/- (Rupees twenty thousand) only in the form of a crossed Demand Draft or a crossed Pay Order or a crossed Bankers Cheque drawn in favour of the Meghalaya Zoo Project Implementation Society payable at Shillong from a Bank having a Branch in Shillong. If the tenderer is a member of a Scheduled Tribe (ST) or a Scheduled Caste (SC), he/she may submit EMD amounting to Rs. 10,000/- (Rupees ten thousand) only.

(P.R. Marak, IFS)

Chief Executive Officer

Meghalaya Zoo Project Implementation Society

Meghalaya, Shillong

Mob.: 9436998822, **Email:** ccfwildlifemegh@yahoo.com

Memo No. MZPIS/ Tender/ 2020-21/ 04/

Dated Shillong the March , 2021

Copy to:-

1. The Additional Chief Secretary to the Government of Meghalaya, Forest and Environment Department for favour of his information.
2. The Principal Chief Conservator of Forests and Head of Forest Force, Meghalaya, Shillong for favour of his information.
3. The Commissioner and Secretary to the Government of Meghalaya, Finance Department for favour of his information.
4. The Additional Principal Chief Conservator of Forest, Wildlife & Chief Wildlife Warden for favour of his information.
5. The State Information Officer, NIC, Meghalaya along with a copy of the NIT and detailed Tender Document with a request to place a copy thereof at designated place on the website of the Forest and Environment Department, Government of Meghalaya, under the caption **“Notice Inviting Tender and Tender Document for supply and installation of Solar AC Water Pump Sets at the Meghalaya State Zoo, Ri-Bhoi District due to be opened on 30.04.2021”**
6. The Director of Information and Public Relations, Meghalaya, Shillong along with 8(eight) spare copies of the NIT. He/she is requested to get the notice published in Local Dailies having wide publicity, one each in English, Khasi and Garo language for a single day on or before 30-03-2021 and submit the bills in triplicate to the undersigned for making payment.
7. The Conservator of Forest (Territorial & Wildlife), Khasi and Jaintia Hills for information.
8. The Divisional Forest Officer, Khasi Hills Wildlife Division, Shillong along with 10(Ten) spare copies for information and necessary action to provide a wide publicity to the notice.
9. The Deputy Conservator of Forest(HQ), O/oPrincipal Chief Conservator of Forests and Head of Forest Force along with 5(Five) spare copies for information and necessary action to display this Notice on Notice Board in office of the PCCF& HoFF, Meghalaya.
10. The Assistant dealing with Tenders in the Meghalaya Zoo Project Implementation Society, Shillong for information.
11. Tender File.
12. Guard File.

Chief Executive Officer

Meghalaya Zoo Project Implementation Society
Meghalaya, Shillong

(Price: Rs. 500)

Tender For
Supply and Installation of Solar AC Water Pump Sets
At
The Meghalaya State Zoo, Ri-Bhoi District

Last Date & Time for submission of Tender: 30.04.2021 up to 01.00 PM

Date & Time of Opening of the Tender: 30.04.2021 at 1.30 PM

Submitted To:

The Chief Executive Officer
Meghalaya Zoo Project Implementation Society
O/o Principal Chief Conservator of Forests & HoFF
Sylvan House, Lower Lachumiere
Shillong 793001 Meghalaya

(Space for affixing court fee stamp of the prescribed denomination)

TECHNICAL CUM PRICE BID

PART-I-TENDER FORM

(To be filled in by the tenderer)

To,

The Chief Executive Officer

Meghalaya Zoo Project Implementation Society

O/o Principal Chief Conservator of Forests,

Sylvan House, Lower Lachumiere,

Shillong – 793001, Meghalaya

Sub: Tender for supply and installation of Solar AC Water Pumps at the Meghalaya State Zoo, Ri-Bhoi District.

Sir,

I hereby submit my tender for supply and installation of Solar AC Water Pumps at the Meghalaya State Zoo, Ri-Bhoi District as follows:

- 1. Full name of the Tenderer (in block Letter):
- 2. Postal address of the Tenderer.....
.....
.....
.....

Phone:Fax:.....Mobile:

Whatsapp: Email:.....

- 3. GST registration number of the tenderer:
- 4. Permanent Account Number (PAN) of the tenderer:
- 5. Status of the tenderer (pl. tick Appropriately): Individual/ Partnership firm/ Co-operative Society/ Joint Stock Company/ Joint Venture

13. Detailed specification and rate(s) quoted by the tenderer inclusive of all taxes, levies, cess, loading, unloading, transportation and installation at the designated location within the Meghalaya State Zoo at Village Umtrew in District Ri-Bhoi, Meghalaya:

A. 15 HP Pump along with Solar Panel, Controller, Cable and all other necessary accessories:

Sl. No.	Make/Brand and detailed specification of the Water Pump, Solar Panel, Controller, Cables, Rope and Pipes	Rate quoted	
		In letters (Rs.)	In words (Rupees)
1.			

(Attach Additional Sheet(s) in case rates are quoted for more than one set)

B. 3 HP Water Pump along with Solar Panel, Controller, Cable and all other necessary accessories:

Sl. No.	Make/Brand and detailed specification of the Water Pump, Solar Panel, Controller, Cables, Rope and Pipes	Rate quoted	
		In letters (Rs.)	In words (Rupees)
1.			

(Attach Additional Sheet(s) in case rates are quoted for more than one set)

14. Validity of the rates quoted by the tenderer from the date of opening of tenders for acceptance (Note: in no case it shall be less than 180 days from the date of opening of the tender):

Signature and Seal of the Tenderer

Date:

DECLARATION FORM

I agree that I will not withdraw from the tender offered by me during the time that will be required for its acceptance, nor will I withdraw it afterwards should my tender be accepted. If I withdraw the tender then the entire amount of earnest Money Deposit (EMD) furnished by me along with this tender will be forfeited in favour of the Meghalaya Zoo Project Implementation Society.

Further certified that during last three years I have not defaulted in supply of material in accordance with supply orders placed in favour of me nor any of the supply orders placed in favour of me has been rescinded during the last three years.

Signature & seal of the tenderer

Date

Witness:

Signature:

Name:

Address:.....
.....
.....
.....

Occupation:

List of Enclosures

- (a) Earnest Money Deposit (EMD)

Sl. No.	Nature of the payment instrument*	Bank on which drawn	Number and Date	Amount (Rs.)
1				

(*: Bank Draft/ Pay Order/ Bankers Cheques)

- (b) In case non-judicial stamps are not affixed to the tender, details of amount in lieu of the same:

Sl. No.	Nature of the payment instrument*	Bank on which drawn	Number and Date	Amount (Rs.)
1				

(*: Bank Draft/ Pay Order/ Bankers Cheques)

- (c) In case the tender booklet is downloaded from the website, details of amount in lieu of the cost of tender document:

Sl. No.	Nature of the payment instrument*	Bank on which drawn	Number and Date	Amount (Rs.)
1				

(*: Bank Draft/ Pay Order/ Bankers Cheques)

- (d) In case the tenderer is authorised dealer of the original manufacturer, a copy of certificate from the original manufacturer to appoint the tenderer as their authorised dealer: enclosed/ not enclosed.

- (e) Copy of documentary evidence in support of annual turnover of the tenderer during last three years: enclosed/not enclosed

- (f) Documentary evidence in support of the after sales services available with the tenderer: enclosed/ not enclosed

- (g) Up-to date Goods and Service Tax (GST) clearance certificate by the concerned competent authority of Government: enclosed/not enclosed

- (h) If the registered office of the tenderer is located in Meghalaya, an up-to date Professional Tax Certificate issued by the competent authority of the concerned Autonomous District Council: enclosed/not enclosed
- (i) If the tenderer is a Joint Venture, a copy of Joint Venture Agreement clearly stating therein the share and the roles & responsibilities of each member of the Joint Venture: enclosed/not enclosed
- (j) If the tenderer is a Co-operative society or a Firm or a Joint Stock Company:
- (i) Original or certified copy of the Registration Certificate from the concerned Registration authority: enclosed/not enclosed
 - (ii) Certified copy of the resolution/document authorizing the person who signs the tender: enclosed/not enclosed
 - (iii) Statement regarding authorised, subscribed and paid up capitals: enclosed/not enclosed
 - (iv) Up-to-date GST clearance certificate issued by the concerned competent authority of the Government: enclosed/ not enclosed
 - (v) Up-to-date Professional Tax Clearance Certificate issued by the competent authority of the concerned Autonomous District Council: enclosed/ not enclosed
- (k) If the tenderer is a person other than a tribal resident as defined in The United Khasi-Jaintia Hills District (Trading by Non-Tribal) Regulation, 1954 or in similar legislation enacted by the Garo Hills Autonomous District Council, and has its registered office at a place to which above regulation extends, attested copy of trading license issued by the concerned competent authority of the Khasi Hills Autonomous District Council (KHADC)/ Jaintia Hills Autonomous District Council (JHADC)/ Garo Hills Autonomous District Council (GHADC): enclosed/ not enclosed

Signature & seal of the Tenderer

Date

Part-B- TERMS AND CONDITIONS

1. Tender Inviting Authority

- (a) For and on behalf of the Meghalaya Zoo Project Implementation Society (hereinafter called as 'MZPIS'), the Chief Executive Officer, Meghalaya Zoo Project Implementation Society (hereinafter called as 'CEO') invites sealed tenders for supply and installation of Solar Water Pumps of 15 HP and 3 HP capacity at the Meghalaya State Zoo, Ri-Bhoi District along with solar panels and other accessories as per detailed specifications given in the Schedule.

2. Obtaining of Tender Booklet

- (a) The eligible firms and persons may obtain this Tender Booklet containing detailed specifications of the Solar Water Pumps, Solar Panels and other accessories to be supplied and installed along with the terms and conditions from the office of the CEO located at Sylvan House, Lower Lachumiere, Shillong 793001 Meghalaya on payment of Rs. 500 (Rupees five hundred) only either in cash or by a crossed Demand Draft or a crossed Pay Order or a crossed Bankers Cheque drawn in favour of the Meghalaya Zoo Project Implementation Society payable at Shillong from a Bank having a Branch in Shillong. Alternatively, the Tender Booklet may be downloaded from website of the Forests and Environment Department, Government of Meghalaya (<http://megforest.gov.in/>)
- (b) The Tender Booklet will be available for sale up to **4.00 PM on 27.04.2020**.
- (c) Last date and time for receipt of the completed tender is **30.04.2021 up to 1.00 PM**
- (d) The tenders will be opened on **30.04.2021 at 1.30 PM**.
- (e) The CEO or MZPIS shall not be responsible for any delay in sending the tender document by post. No plea of tender reaching late due to accident, traffic jam, strike etc. shall be entertained.

3. Qualification for tendering

- (a) Original manufacturers or authorised dealer of the Solar Water Pumps and Solar Panels of the specifications given in Schedule to this Tender Booklet having average annual turnover of not less than rupees fifty lakhs during last three years (from 2017-18 to 2019-20) are qualified to submit the tender.
- (b) If the tenderer is a person other than a tribal resident as defined in The United Khasi-Jaintia Hills District (Trading by Non-Tribal) Regulation, 1954 or in similar legislation

enacted by the Garo Hills Autonomous District Council, and has its registered office at a place in Meghalaya to which above regulation extends, he/she shall have to furnish the valid Trading License from the concerned Autonomous District Council along with the request for purchasing the detailed tender booklet, to the CEO, without which he/she will not be allowed to purchase the Tender Booklet for casting the tender. The tenders submitted by such firms and persons on a Tender Booklet downloaded from website of the Forests and Environment Department, Government of Meghalaya without enclosing a copy of valid Trading License from the concerned Autonomous District Council are liable to be rejected summarily.

- (c) Should a tenderer or in the case of a partnership firm or company incorporated under the Indian Company Law should a partner or Director of any such firm or company is a relative of any of the members of the Governing Body of the MZPIS, the CEO shall be informed of the fact at the time of submission of tenders, failing which the tender is liable to be rejected, or if such fact subsequently comes to light the supply order placed in favour of the such tenderer may be rescinded.

Note: For the purpose of this clause, mother, father, sister, brother, wife, husband, daughter, son, grandparent, grandchild, parent-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law, step parent, step child, step sister and step brother will only be treated as close relative.

4. Period for completion of supply and installation

- (a) The successful tenderer will be required to complete the supply and installation of the Solar Water Pumps along with the Solar Panels and all other required accessories to operationalize these pumps within a period of sixty (60) days from the date on which the order to commence supply is given to him/her.

5. Earnest Money Deposit (EMD)

- (a) Each tender shall be accompanied with refundable Earnest Money Deposit (EMD) amounting to Rs. 20,000/- (Rupees twenty thousand) only in the form of a crossed Demand Draft or a crossed Pay Order or a crossed Bankers Cheque drawn in favour of the Meghalaya Zoo Project Implementation Society payable at Shillong from a Bank having a Branch in Shillong. If the tenderer is a member of a Scheduled Tribe (ST) or a Scheduled Caste (SC), he may submit EMD amounting to Rs. 10,000/- (Rupees ten thousand) only.

Note: Partnership firms, Co-operative Societies, Joint Stock Companies and Joint Ventures, even those fully owned by the members of Scheduled Tribes and Scheduled Castes will be required to submit the EMD amounting to Rs. 20,000/- (Rupees twenty thousands) only.

- (b) Tenders submitted without the prescribed EMD shall be summarily rejected.
- (c) On finalization of the tender, EMD submitted by all unsuccessful tenderers shall be returned forthwith. On finalization of the tender EMD submitted by all unsuccessful Tenders shall be returned forthwith. In case of successful bidder EMD shall be returned only after furnishing of the prescribed Security Deposit as outlined in the tender document.
- (d) If a tenderer attempts to withdraw the tender submitted by him after its opening or fails to submit the Security Deposit within the period specified in the preliminary supply order and such extension(s) as the CEO, with prior approval of the Governing Body may provide, the EMD furnished by him may be forfeited to the revenue of the MZPIS free from all encumbrances.
- (e) No interest shall be payable on the EMD furnished by a tenderer.

6. Security Deposit

- (a) On finalization of the tender, successful tenderer will be required to furnish refundable 'Security Deposit' amounting to 10% of the rate quoted by the tenderer.
- (b) Security Deposit shall be furnished in the form of a crossed Demand Draft or a crossed Pay Order or a crossed Bankers Cheque drawn in favour of the Meghalaya Zoo Project Implementation Society payable at Shillong from a Bank having a Branch in Shillong.
- (c) Security Deposit shall be refunded back to the successful tenderer after expiry of one year from the date of operationalization of the Solar AC Water Pump Set(s) after obtaining a certificate from the CEO that the Solar AC Water Pump Set(s) supplied by the successful tenders have performed satisfactorily during a period of one year from the date of their operationalization.
- (d) In case a tenderer fails to complete the Supply, Installations and operationalization of the Solar AC Water Pump Sets along with the Solar Panels and other accessories within the period specified in the supply order and such extension(s) as the CEO, with prior approval of the Governing Body may provide, the Security Deposit furnished by him may be forfeited to the revenue of the MZPIS free from all encumbrances.
- (e) In case any of the Solar AC Water Pump Sets or Solar Panels or any other accessory develops any defect within a period of one year from the date of operationalization of such Pump Set and the Supplier fails to rectify such defect within the reasonable time, the CEO has the right to get such defect rectified from the Security Deposit submitted by the tenderer who has supplied such Pump Set.
- (f) No interest shall be payable on the Security Deposit.

7. Non-Judicial Court Fee Stamp

- (a) Each tender shall be affixed with non-refundable non-judicial court fee stamp of Rs. 300 (rupees three hundred) only denomination.
- (b) Due to non-availability or any other reasons(s) if it is not feasible for a tenderer to affix the non-judicial court-fee stamp of the prescribed denomination, the equivalent amount in lieu thereof may be enclosed with the tender document in the form of a crossed Demand Draft or a crossed Pay Order or a crossed Bankers Cheque drawn in favour of the Meghalaya Zoo Project Implementation Society payable at Shillong from a Bank having a Branch in Shillong.
- (c) Tenders submitted without affixing the non-judicial court fee stamp of the prescribed denomination or amounts in lieu thereof are liable to be rejected summarily.

8. Submission of Tender

- (a) Each tender shall consist of a single Technical cum Price Bid in this Tender Booklet.
- (b) The Technical cum Price Bid shall be filled in by making neatly typed or hand written appropriate entries by the tenderer himself or by a person duly authorised to submit and sign the tender on behalf of the tenderer (hereinafter referred to as the 'authorised signatory').
- (c) All entries in the tender shall be made in the English language only.
- (d) Overwriting in the Tender Booklet is strictly forbidden. Cutting and corrections in the tender, if any, should be attested by the tenderer or authorised signatory by affixing full signature along with date. Tenders containing non-attested over-written or doubtful entries are liable to be rejected.
- (e) In Technical cum Price Bid the tenderer shall quote their lowest possible rate. The rate quoted by the tenderer shall be inclusive of all taxes, levies, cess, loading, unloading, transportation and installation at the designated location within the Meghalaya State Zoo at Village Umtrew in District Ri-Bhoi, Meghalaya.
- (f) The rates shall be quoted by the tenderer both in letters and words. In case of any doubt or discrepancy the rates quoted in words shall be treated as final.
- (g) The rates quoted by the tenderer shall be valid **for acceptance** for a minimum period of 180 (one hundred eighty) days from the date of the opening of the tender.
- (h) Conditional tenders are liable to be rejected summarily.

- (i) All pages of the Technical cum Price Bid together with terms and conditions and the documents enclosed with the tender shall be signed by the tenderer or authorized signatory. Acceptance signing of the tender form and the detailed terms and conditions shall be deemed as the final acceptance of these terms and conditions.
- (j) In case the space on any page is insufficient for the required purpose, additional pages may be added. Each such additional page must be numbered consequently and be signed by the tenderer. In such cases reference to the additional pages may be added in the covering letter.
- (k) A complete tender shall contain the following:
 - (i) A covering letter on the authorized letterhead of the tenderer clearly indicating complete address together with telephone, fax numbers and E-mail addresses.
 - (ii) Duly filled in Technical cum Price Bid in this Tender Booklet.
 - (iii) EMD in form of a Bank draft or a Pay Order or a Bankers Cheque.
 - (iv) Non-Judicial court fee stamps of the prescribed denomination or a Demand Draft or a Pay Order or a Bankers Cheque for payment of amount in-lieu thereof.
 - (v) The original or a copy of the money receipt of making payment of the cost of the Tender Booklet or a Demand Draft or a Pay Order or a Bankers Cheque for payment of amount in-lieu thereof in case the tender booklet has been downloaded from website of the Forests and Environment Department, Government of Meghalaya.
 - (vi) Copy of documentary evidence in support of annual turnover during last three years.
 - (vii) If the tenderer is an authorised dealer of the original manufacturer, a copy of a certificate from the original manufacturer to appoint the tenderer as their authorised dealer.
 - (viii) Copy of documentary evidence in support of after sale service facilities available with the tenderer.
 - (ix) Up-to date Goods and Service Tax (GST) clearance certificate by the concerned competent authority of Government.
 - (x) If the registered office of the tenderer is located in Meghalaya, an up-to date Professional Tax Certificate issued by the competent authority of the concerned Autonomous District Council.

- (xi) If the tenderer is a Co-operative Society, a partnership Firm or a Joint Stock Company:
- (a) Original or certified copy of the Registration Certificate from the concerned Registration authority.
 - (b) Certified copy of the resolution/document authorizing the person who signs the tender.
 - (c) Statement regarding authorised, subscribed and paid up capital.
- (xii) If the tenderer is a person other than a tribal resident as defined in United Khasi-Jaintia Hills District (Trading by Non-Tribal) Regulation, 1954 or in similar legislation enacted by the Garo Hills Autonomous District Council, and has his registered office at a place in Meghalaya to which above regulation extends, attested copy of trading license issued by the concerned competent authority of the KHADC/GHADC/JHADC.
- (l) All documents mentioned in the clause (k) above, shall be fully secured and put into a sufficiently large envelope which should be sealed and super -scribed **“Tender for Supply and Installation of Solar Water Pumps to the Meghalaya State Zoo, Ri-Bhoi District, Meghalaya Due to be Opened on 30.04.2021”**.
- (m) The envelope containing the Tender shall be addressed to the Chief Executive Officer, Meghalaya Zoo Project Implementation Society, Office of the Principal Chief Conservator of Forests, Sylvan House, Lower Lachumiere, Shillong 793001 Meghalaya.
- (n) The tenderer should affix his full address on left bottom corner of the envelope containing the Tender.
- (o) The envelope containing the completed Tender shall reach the office of the Chief Executive Officer, Meghalaya Zoo Project Implementation Society, Office of the Principal Chief Conservator of Forests, Sylvan House, Lower Lachumiere, Shillong 793001 Meghalaya on or before the due date and time prescribed in the paragraph 2 above. If desired, the tenderer may put the envelope containing tender directly in a Tender Box kept at the reception counter at the office of the Principal Chief Conservator of Forests, Sylvan House, Lower Lachumiere, Shillong 793001 Meghalaya. All Tenders received by the CEO by hand or by post on or before the due date and time prescribed in the paragraph 2 above shall be put in the afore-mentioned tender box after making an entry in a register kept in office of the CEO.

- (p) Immediately at the prescribed due date and time for the receipt of tenders, the tender box will be sealed in the presence of the tenderers or their representatives. In no case tenders received after due date and time shall be accepted. The CEO and the MZPIS shall not be responsible for any delay in the submission of a tender. All tenders received after the due date and time shall be returned to the respective tenderer without opening the same.
- (q) Due to any unavoidable reason(s), if the office of the CEO remains closed on the last date prescribed for receipt of the tenders, the tenders will be received during the next working day at the same venue up to the same time.

9. Opening of Tenders

- (a) Tenders shall be opened by an officer or a committee of officers duly authorised by the Chairperson of Governing Body of the MZPIS in this regard, in the presence of the tenderers or their representative duly authorised by them who wish to remain present, at the office of the MZPIS, Sylvan House, Lower Lachumiere, Shillong-793001 Meghalaya at the due date and time prescribed in the paragraph 2 above.
- (b) Due to any unavoidable reason(s) if the office of the CEO, MZPIS remains closed on the date prescribed for opening of the tender, the tenders shall be opened on the next working day without any change in the venue and time.
- (c) Following procedure shall be adopted for opening of tenders:
 - (i) Immediately after opening of the tender box, total number of tenders received and the name of tenderers will be announced to all the tenderers or their representatives present during the opening of the tenders and the same will also be entered in the tender opening minute register.
 - (ii) The sealed envelope received from various tenderers will be initialled and be opened one by one in the same order in which they have been entered in the tender opening minute register. After opening the sealed cover, each page of the Technical Cum Price Bid will be initialled by the officer or group of officers authorised by the Chairperson of the Governing Body of the MZPIS for opening of tenders and details of EMD, non-judicial court fee stamp or amount in lieu thereof and the original money receipt in respect of the cost of tender document or amount in lieu thereof will be entered in the tender opening minute registers. All tenders received without prescribed EMD, non-judicial court fee stamp or amount in lieu thereof and the original or a copy of money receipt for payment of the cost of tender document or amount in lieu thereof are liable to be summarily rejected.

10. Evaluation and Finalization of the Tenders

- (a) The tenders received shall be evaluated by a 'Tender Evaluation Committee' consisting of the CEO and such other suitable officials having adequate knowledge relating to the material being purchased, constituted by the Chairperson of the Governing Body of the MZPIS.
- (b) The evaluation committee will analyse the tenders, prepare an authenticated Comparative Statement and keeping in view the rates quoted, make/brand of the Water Pump and Solar Panel, after-sale service facilities available with the tenderers, average annual turnover of the tenderer and any other information as it deem fit shortlist and rank the tenderers and prepare a report containing its speaking recommendation as to the tenderer(s) in whose favour order(s) for Supply and installation of Solar Water Pump Sets may be placed.
- (c) The CEO shall place the report of the Tender Evaluation Committee before the Governing Body of the MZPIS. The Governing Body keeping in view the recommendations of the Tender Evaluation Committee and such other information as it may consider necessary will take the decision as to the Tenderer(s) in whose favour order(s) for supply and installation of Solar Water Pumps and of the material shall be placed. In case the rates quoted by the tenderer(s) who have quoted lowest rates are higher than the prevailing market rates, the Governing Body may invite the Tenderers who has quoted the lowest rate for negotiation to reduce the rates quoted by him/her or may decide to call fresh tenders. The Governing Body will also have the discretion to call a fresh tender if during the negotiation the tenderer(s) who has quoted the lowest rate(s) refuses to reduce the rates to the satisfaction of the Governing Body.
- (d) The Governing Body reserves the right to accept or reject all or any tender, wholly or partially, without assigning any reason(s) thereof.
- (e) The CEO with prior approval of the Governing Body reserves the right to cancel or withdraw the notice inviting tenders at any time without assigning any reason(s) thereof.
- (f) Rates quoted by a tenderer shall remain valid for acceptance for a minimum period of one hundred eighty (180) days from the date of the opening of the tenders. Any unsolicited correspondence by any tenderer after opening of tenders is liable to render the tender submitted by him/her as invalid.

11. Supply Order

- (a) On receipt of the approval from the Governing Body, the CEO may place a preliminary supply order(s) in favour of the successful tenderer(s) (hereinafter referred to as "Supplier") requesting each such Supplier to submit security deposit at the rate of 5% (five percent) of the of the gross value of the Supply and Installation of the Solar Water Pump Set(s) along with Solar panel and other accessories for which order has been placed in their favour by a crossed Demand Draft or a crossed Pay Order or a crossed Bankers Cheque drawn in favour of the Meghalaya Zoo Project Implementation Society payable at Shillong from a Bank having a Branch in Shillong within a period of twenty days from the date of issue of such preliminary supply order.
- (b) Within five days from the date the Security Deposit for the amount specified hereinabove is paid by a supplier, the CEO shall issue a supply order in favour of such supplier.
- (c) A supply order shall among others specify the quantity, specification, and the period to complete the Supply and Installation.
- (d) A supply order shall be sent to the supplier through registered post, email and Whatsapp.

12. Supply, receipt and inspection of the material

- (a) Within ten days from the date of issue of the supply order, the supplier shall intimate to the CEO the origin, estimated date of dispatch from the origin and estimated date of arrival at the Meghalaya State Zoo the each consignment of the material for which order has been placed in his/her favour.
- (b) The supplier shall complete the supply and installation of the entire quantity of the material for which order has been placed in his favour within the period specified in the supply order.
- (c) On arrival of a consignment at the Meghalaya State Zoo, the CEO or any other officer authorised by him in this behalf shall measure/count each constituent of such consignment and get it unloaded. Entire cost of unloading shall be borne by the supplier.
- (d) Once the unloading of the consignment is completed the CEO or any other officer authorised by him in this behalf shall acknowledge the receipt of consignment clearly stating therein the quantity of each material received. Such acknowledgement shall preferably be given on the body of the delivery challan or way bill or transport challan for the consignment.
- (e) The CEO or any other officer authorised by him in this behalf shall have the right to refuse to accept and unload a consignment if:

- (i) such consignment reach the depot after expiry of the delivery period (including extension(s), if any, allowed by the CEO by an order in writing from time to time).
or
 - (ii) the consignment does not confirm to the specifications given in the supply order.
- (f) No payment in respect of a consignment which has not been accepted or allowed to be unloaded at the depot shall be made to the supplier.
- (g) Within five working days from the date of receipt of a consignment at the depot, the CEO or any other officer authorised by him in this behalf shall inspect such consignment to ascertain that:
 - (i) the material supplied by the supplier confirms to the specifications given in the supply order; and
 - (ii) the quantity of material supplied by the same as the quantity claimed to be supplied by the supplier.
- (h) The CEO reserves the right to send a sample of a material supplied by the supplier to any of the accredited laboratory having facilities for testing such material for a report on conformity with the specifications given in the supply order.
- (i) In case the whole or a part of the consignment does not confirm to the specifications given in the supply order the same shall be rejected and the same shall be communicated to the supplier by the CEO and the supplier on receipt of such communication may, either lift the entire quantity of the rejected material from the depot within one month from the date of issue of such communication or file an appeal before the Chairperson, Governing Body within fifteen days from the date of issue of communication in this regard by the CEO. Decision of the Chairperson, Governing Body on the appeal shall be final and binding on both the CEO as well as the supplier. In case the appeal filed by the supplier is declined by the Chairperson, Governing Body, the same shall be communicated to the supplier by the CEO and the supplier shall lift the entire quantity of the rejected material from the depot within one month from the date of issue of such communication.
- (j) To minimise post-delivery rejections, the supplier may request the CEO to get the consignment inspected at its origin by the CEO himself or by any other officer deputed by the CEO in this behalf. Such pre-delivery inspection will not affect in any manner the requirement of post-delivery inspections mandated under in paras (g) and (h). It will also not affect in any manner the right of the CEO to reject whole or part of a consignment

which does not conform to the specifications given in the supply order mandated under in para (i).

13. Extension of delivery Period

- (a) In case for valid and cogent reason(s) beyond the control of the supplier, it is not possible for the supplier to complete the supply and installation of the whole or a part of the quantities of the materials for which a supply order has been placed in his/her favour within the delivery period stipulated in the supply order, he may by an application in writing, request the CEO to extend the delivery period by such further period as may be given in such application.
- (b) Application submitted by the supplier for extension of delivery period clearly stating therein the reason(s) for extension of the delivery period shall reach the CEO at-least ten clear working days before the expiry of the delivery period. The CEO, for the reasons to be recorded, in writing may, after obtaining prior approval of the Governing Body, extend the delivery period for a maximum period of 30 days at a time.

14. Making of Payment

- (a) The payment shall be made within ten working days from the date the supply and installation of the Solar Water Pump along with Solar Panels and other associated accessories is completed.
- (b) Payment shall be made through an account payee crossed cheque or a demand draft or NEFT or RTGS. In case the payment is to be made by a demand draft or NEFT or RTGS the amount charged by the Bank for such payment shall be deducted from the amount payable to the supplier. In no case, more than Rs. 5,000/- (rupees five thousand) only shall be paid through cash to a supplier.
- (c) In case a supplier desires to receive the payment through NEFT or RTGS, full details of his bank account duly verified by the Manager of the Bank in which such account is located shall be provided to the CEO.

15. Deductions

- (a) In case total value of supply made under an individual supply order, exceeds Rs. 2,50,000/- (rupees two lakh fifty thousand) only or such other amount, as may be notified in this regards by the Government of India in the Ministry of Finance in this regard, income tax at the rate of 2 %(two percent) or such other rate as may be specified

by the Government of India in the Ministry of Finance shall be deducted from the payments made to the supplier:

Provided that in case a supplier is Schedule Tribe resident of the Meghalaya and is exempted from the payment of income tax, no income tax may be deducted from the payment made to him.

- (b) In case total value of supply made under an individual supply order, exceeds Rs. 2,50,000/- (rupees two lakh fifty thousand) only or such other amount, as may be notified in this regards by the Government of India in the Ministry of Finance in this regard, Goods and Service Tax at the rate of 2 % (two percent) or such other rate as may be specified by the Government of India in the Ministry of Finance shall also be deducted from the payments made to the supplier.
- (c) Such other tax or levy or fee or cess as mandated under a statute or rule made thereunder, for the time being in force in the State shall also be deducted from the payments made to the supplier.

16. Prohibition to Sub-let

- (a) The supply order shall not be assigned or sub-let to any other person and if the supplier shall assign or sub-let his supply order, or attempt so to do, or become insolvent or commence any insolvency proceedings or make any composition with his creditors, or attempt so to do, or if any bribe, gratuity, gift, loan, prerequisite, reward or advantage, pecuniary or otherwise, shall either directly or indirectly be given, promised or offered by the supplier, or any of his servants or agents to any public officer or person in the employ of the MZPIS or the State of Meghalaya in any way relating to his office or employment, or if any such officer or person shall become in any way directly or indirectly interested in the supply, the CEO may, with prior approval of the Governing Body by notice in writing rescind the supply order and the earnest money deposit of the supplier shall thereupon stand forfeited and be absolutely at the disposal of the MZPIS, and in addition the supplier shall not be entitled to recover or be paid for any material supplied under the supply order placed in his favour.

17. Changes in Constitution of Firm

- (a) In the case of a tender by partners any change in the constitution of the firm shall be forthwith notified by the supplier to the CEO for his information and record.

18. Interpretation

- (a) Except where otherwise specified in the Tender Booklet or the supply order the decision of the Governing Body of the MZPIS for the time being shall be final, conclusive and binding on the CEO and the supplier upon all questions relating to the meaning of the specifications and instructions hereinbefore mentioned and as to any other question, claim right, matter or thing whatsoever in any way arising out of or relating to the quality and quantity of material supplied, instruction, orders of these conditions, or otherwise concerning the supply of the material or failure to supply the same whether arising during the progress of the supply, or after the supply or abandonment thereof.

(P.R. Marak, IFS)

Chief Executive Officer

Meghalaya Zoo Project Implementation Society

CERTIFICATE OF ACCEPTANCE OF TERMS AND CONDITIONS

I have read and fully understood the terms and conditions as laid down above in respect of supply and installation of Solar AC Water Pump Sets to the Meghalaya Zoo Project Implementation Society due to be opened on **30.04.2021**.

I agree to abide by the same.

I have signed all the pages of the tender document as laid down.

Signature and Seal of the
Tenderer or his Authorized Signatory

Dated :

Address

.....

.....

Phone :.....Fax:.....

Email:..... Mobile:

SCHEDULE

Detailed Specification of Materials to Be Supplied and Installed

i. FIFTEEN (15) HORSE POWER (HP) 120 METERS HEAD SOLAR AC PUMP SET

General Requirement: The Pump Set shall be able to lift atleast 1,50,000 (one lakh fifty thousand) litres water during a period of eight hours from a 10 meters deep intake ring well to a RCC reservoir located at a place having elevation 100 meter higher than elevation of the bottom of the ring well through an approx. 540 running meter 65 mm diameter GI pipeline.

Note: The rates quoted by the tenderer shall **NOT** include the cost of approx. 540 running meter 65 mm diameter GI pipeline to be laid between the intake ring well and the RCC reservoirs.

Pump: Fully Stainless Steel Body and Rotors with a 15 HP Motor with 120 meters head

Solar Panel: 48 Numbers Polycrystalline Solar Panels each of 325 W Capacity installed in three parallel rows each containing 16 panels, on a MS Steel Pipe or MS Angle Iron superstructure grouted/fixed to the ground through cement concrete (CC) blocks

Controller: Inbuilt Variable Frequency Drive (VFD) with Maximum Power Point Tracking (MPPT) facility; Input Voltage: 550 V – 750; MMPT Voltage Range: 480-570 V; Output Voltage: 0- 415 V, 3 Phase; Output Frequency: 0- 50 Hz; Auto Synchronous Dual Mode Input Supply Facility with Solar Priority; Protection From Dry Run, Low Radiation, Reverse Polarity, Over Load, Over Flow Tank, Short Circuit

LCD Display: Should Display Voltage, Motor Ampere, Motor Frequency, Solar Power Generated

Insulated Submersible Cable from Controller to Pump: 6 sq. mm three core copper insulated cable

Wire from Solar Panels to Controller: 4 sq mm single core copper insulated wire

Rope to Support the Pipe Laid in the Ring Well: 18 mm Polypropylene Rope

ii. THREE (3) HORSE POWER 70 METER HEAD SOLAR AC PUMP SET

General Requirement: The Pump Set shall be able to lift atleast 50,000 (fifty thousand) litres water during a period of eight hours from a 3 meters deep RCC Water Storage Reservoir to another RCC Reservoir located at a place having elevation 50 meters higher than the elevation of the bottom of the intake reservoir through an approx. 360 running meters 50 mm diameter GI pipeline.

Note: The rates quoted by the tenderer shall **NOT** include the cost of approx. 360 running meters 50 mm diameter GI pipeline to be laid between the RCC reservoirs.

Pump: Fully Stainless Steel Body and Rotors with 3 HP Motor with 70 meters head.

Solar Panel: Ten (10) Numbers Polycrystalline Solar Panels each of 325 W Capacity installed in three parallel rows (first row 4 panels, second and third rows 3 panels each), on a MS Pipe/Angle Iron superstructure grouted/fixed to the ground through cement concrete (CC) blocks.

Controller: Inbuilt Variable Frequency Drive (VFD) with Maximum Power Point Tracking (MPPT) facility; Input Voltage: 360 V – 450 V; MMPT Voltage Range: 250-330 V; Output Voltage: 0- 220 V, 3 Phase; Output Frequency: 0- 50 Hz; Auto Synchronous Dual Mode Input Supply Facility with Solar Priority; Protection From Dry Run, Low Radiation, Reverse Polarity, Over Load, Over Flow Tank, Short Circuit.

LCD Display: Should Display Voltage, Motor Ampere, Motor Frequency, Solar Power Generated

Insulated Cable from Controller to Pump: 4 sq mm three core copper insulated cable

Wire from Solar Panels to Controller: 4 sq mm single core copper insulated wire

Rope to Support the Pipe Laid in the Ring Well: 18 mm Polypropylene Rope

(P. R. Marak, IFS)

Chief Executive Officer

Meghalaya Zoo Project Implementation Society