

e-Government Procurement (e-GP) NOTICE INVITING TENDER

IGP&CP , Thiruvananthapuram City, Kerala Police Department, Government of Kerala invites online bids from reputed manufactures / authorized dealers or reputed vendors for the **SUPPLY OF DRIED GRASS (Hariyali Grass)** for Horses. The bidders should comply with the following general conditions in addition to the additional conditions of the instant tender.

General

1. The Bidder should be a reputed Original or authorized dealer of animal feed supplier to participate in the tender floated by Kerala Police.
2. One bidder cannot represent two suppliers or quotes on their behalf in a particular tender.
3. The bidder should have a valid GST registration, Copy of GST registration certificate should be enclosed along with the tender.
4. The bidder should have valid PAN / TIN, Corporation or Panchayath registration. Copies of PAN / TIN allocation, Panchayath / Corporation registration letter should be enclosed along with the tender.

1	Tender No & Date	CPOET/15/2021/TC dated 20.11.2021
2	Item	Supply of Dried Grass For Horses (Hariyali Grass)
3	Quantity	Attached in Specification
4	Tender Fees	2,875/-(Two thousand eight hundred and seventy five only) Additional 18% GST amount on tender fees mentioned above shall be paid to GST Department directly by the bidder
5	Earnest Money Deposit	15,000/-(Fifteen thousand only)
6	Specification	Attached in Tender document
7	Date and time of publication of e-tender	20.11.2021, 6 PM
8	Date of submission of e-tender	20.11.2021, 6PM to 04.12.2021, 12 Noon
9	Last date and time for online submission of e-tender	03.12.2021, 12 Noon
10	Date and time of opening of e-tender	06.12.2021, 3 PM
11	Place of opening	City Police Office, Vazhuthacaud, Tvpm
12	Date, time and place of technical evaluation	10.12.2021, 3 PM
13	Bid Validity (Total number of days upto which the rates are to Survive)	365 days
14	Address of Tender inviting authority	IGP& CP TvpmCity, Vazhuthacaud Thiruvananthapuram City, Tvpm-695014 Ph:0471 2320486 e-mail:cpotvm.pol@kerala.gov.in Website: https://tvpmcity.Keralapolice.gov.in

5. Mode of submission of bids:- Online.

All bid documents shall be submitted only in online procedure through the e-GP website "www.etenders.kerala.gov.in" in their designated online covers. Details of covers are given separately. No other mode of submission shall be accepted and such tenders will be rejected outright.

6. Cover details:-

No of covers - 2.

a) Technical Bid (b) Financial Bid.

The AMC / ATS after warranty period also to be quoted in the Financial bid. In the case of Foreign equipments, the rate must be quoted in Indian Rupees. The documents to be uploaded under each online covers are specified in the website.

7. Downloading of e-tender documents:-

The tender document can be downloaded from the e-GP website www.etenders.kerala.gov.in from the date and time of publication of e-tender onwards to last date and time for online submission of e-tender. Downloading of tender documents will not be possible after the date specified above.

8. Submission of e-tender documents:-

The digitally signed tender document and other specified documents shall be submitted online through the e-GP website www.etenders.kerala.gov.in well in advance before the last date and time mentioned above. No submission shall be allowed after the last date mentioned above.

9. Payment of tender fees:-

A non-refundable tender fee shall be paid in online mode through the e-GP website www.etenders.kerala.gov.in at the time of bid submission. No other mode of payment shall be accepted. The tenders of bidders who do not remit fees through online will be rejected outright.

10. Payment of Earnest Money Deposit (EMD):-

The EMD shall be paid in online mode through the e-GP website www.etenders.kerala.gov.in at the time of bid submission. No other mode of remittance shall be accepted.

11. Exemption from payment of EMD:-

Bidders who are registered with Store Purchase Department, Kerala or National Small Scale Industries Corporation Ltd., New Delhi (for the items tendered) are exempted from submission of EMD. Those bidders claiming exemption shall submit valid registration certificate from the SPD, Kerala or NSSIC, New Delhi.

Tenders of bidders who do not remit EMD online or do not upload documental proof (digitally signed) for exemption of EMD will be rejected outright.

12. Withdrawal and re-submission of e-tender:-

The bidders are at liberty to withdraw the submitted tender / documents and to submit fresh tender/documents till the last date and time of submission of the e-Tender after which withdrawal/re-submission will not be allowed.

13. Opening of e-Tenders:-

The bids shall be opened online through the e-GP website www.etenders.kerala.gov.in at City Police Office, Vazhuthacaud, Thiruvananthapuram on the date and time mentioned above in the presence of the bidders/authorized representatives who wish to attend at the above address. If the tender opening date happens to be a holiday or non-working day due to any valid reason, the tender opening process will be done on the next working day at the same time and place specified. Any change in the opening date / time/venue due to other reasons shall be informed by way of Corrigendum published in the e-GP website. The technical bids will be evaluated by a Technical Evaluation Committee and those that do not conform to the specifications or to the satisfaction of the Committee will be rejected. The financial bids to the Technically qualified Tenderers only will be considered for opening. The date of opening of the financial bids will be intimated to the concerned technically qualified tenderers, over phone/fax/e-mail. This will be

within 7 to 10 days of evaluation of technical bid.

14. Technical evaluation:-

All tenderers who quote for the supply of above equipment are required to be ready for live demonstration to be held in the **DCP(Admin) chamber on 10.12.2021 at 3.00PM.**

The technical evaluation committee will be consisting of the following officials.

- a. Deputy Commissioner of Police (C&A) - Chairman
- b. Asst. Commandant, (DHQ Camp, Tvpm City) - Member
- c. Reserve Inspector (Mounted Police Unit) - Member
- d. Veterinary Doctor (MP Unit, Tvpm City) - Member

15. All bidders who participates in e-tender should produce hard copies of all relevant documents related to e tender at the time of technical evaluation, without fail.

16. Note to bidders:

1. Bidders have to procure legally valid Digital Certificate (Class III) as per information Technology Act, 2000 for digitally signing their electronic bids. Bidders can procure the same from any of the license certifying authority of India. For more details, please visit the e-GP website www.etenders.kerala.gov.in.
2. Bidders are advised to note the Tender – ID and Number and Date for future reference.
3. All uploaded documents should contain the signature and the office seal of the bidder/authorized persons and should be digitally signed while uploading. Documents uploaded without digitally signing shall entitle rejection of the tender.
4. In the case of Foreign Equipment's, the rate should be quoted in Indian Rupees. Preference will be given to those who are ready to supply the item without opening Letter of Credit. Ordinarily, no advance payment will be made, a clear case has to be made out by the Tenderee. However this will be only on extraordinary circumstances.
5. For obtaining Digital Signature Certificate and help on e-tendering process, contact: Kerala State IT Mission, e-government Procurement PMU & Helpdesk, Basement Floor of Pension Treasury Building, Uppalam Road, Statue, Thiruvananthapuram. Ph:-0471-2577088, 2577188, Toll free 18002337315, e-mail: etendershelp@kerala.gov.in, Website: www.etenders.kerala.gov.in on all government working days from 9.30am to 5.30pm.
6. The IGP & CP, Thiruvananthapuram City is empowered to cancel this tender procedures at any time without assigning any reasons.
7. For any clarifications regarding the terms and conditions in this Tender notice or the tender document, please contact at this office Ph:-0471-2320579 on all working days during office hours from 10.30am to 5.00 pm.

NOTE: Bidders are advised to go through the conditions in the notice inviting tender and the tender document carefully and comply them to avoid outright rejection of their tender.

SPECIFICATION & QUANTITY REQUIRED

Sl No.	Item	Quantity Required daily	Quantity required annually	Quantity required per Horse per day
1	Dried Grass for Horse Feed (Hariyali grass)	100 Kg	36,500 Kg	4 Kg /Horse

1. Good quality dried "Hariyali Grass" (CynodonDactylon) has to be supplied.
2. The Grass has to be sundried properly.
3. It should be fresh and should satisfy existing standards of dried fodder.
4. The moisture content should be less than 15 %.
5. The dried grass must be clean and should not be contaminated with mud or any other Impurities.
6. Dried grass with fungal growth or excessive moisture will not be accepted.

For any litigation relating to this order, the jurisdiction will be Thiruvananthapuram City.

Sd/-
IGP & CP
Thiruvananthapuram City