

**GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF AGRICULTURE
OFFICE OF THE ADDL. DIRECTOR OF AGRICULTURE (HORTI.)
BOTANICAL GARDEN, PUDUCHERRY
Ph:0413 – 2228218 Fax: 0413-2343055

No. 12 /ADA(H)/e-tender/ 2017-18

dt: 16.11.2017

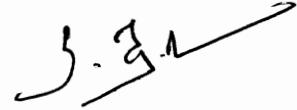
Notice Inviting E -Tender

“e-Tenders” are invited on behalf of the President of India by the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry from the intending suppliers / Manufacturers /Authorized dealers for supply of **One Mini-Tractor (22HP capacity) with Suitable Rotary Tiller** to the office of Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry through e-procurement platform <https://pudutenders.gov.in>. Tenders submitted in any other form will not be accepted.

Sl.No.	Items	No. of Quantity
1	Mini-Tractor (22HP capacity) with accessories	1 Nos.
2.	Rotary Tiller (P.T.O HP = 14 HP to 20HP)	1 Nos.

Cost of Tender Document : Rs. 525/-(including GST)
EMD Cost : Rs. 15,000/-
Bid submission start date : 17.11.2017 by 10 am
Last date for online submission of Tenders : 30.11.2017 by 1 pm
Date and Time of opening of Tenders : 30.11.2017 by 3 pm

The Tender details, terms and conditions and the specification, time schedule can be downloaded from the website <http://agri.puducherry.gov.in/> for reference. As the Tenders will be processed only on on-line, hardcopy submission will not be entertained.



Additional Director of Agriculture (Horti.)

**GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF AGRICULTURE
OFFICE OF THE ADDL. DIRECTOR OF AGRICULTURE (HORTI.)
BOTANICAL GARDEN, PUDUCHERRY**

TENDER SCHEDULE

Sl. No.	Subject	Date and time
1.	Download documents & Bid submission start date	17.11.2017 by 10 am
2.	Pre-bid meeting	21.11.2017 by 10 am
3.	Last date for Submission of Tender Online	30.11.2017 by 1 pm
4.	Last date for submission of Tender Fee and EMD fee by Post/Personally	30.11.2017 by 1 pm
5	Date and Time of opening of Technical Bid	30.11.2017 by 3 pm
6	Date and Time of opening of Financial Bid	30.11.2017 by 5 pm

{If these days happen to be a holiday the next working day will be the date for item Nos. 1,2, and 3}

Tenderer(s) are requested to stick on to the date and time specified strictly. Tenders will be accepted only if submitted in the prescribed manner. Tenderers are requested to read the instructions help for contractors, information about Digital Signature Certificate, resources required and bidder's manual kit at the home page of the website <https://pudutenders.gov.in>. or <http://demoeproc.nic.in/> before submission of tender through online.

Helpdesk@eprocurement Cell: 0413-2220225

Email : support-eproc.pon@nic.in

**GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF AGRICULTURE
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BOTANICAL GARDEN, PUDUCHERRY

TENDER DETAILS

“e-Tenders” are invited by the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry from Manufacturers/Authorised dealers for the supply of **Mini- Tractor with Rotary Tiller** to the office of Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry.

- Tenders are to be submitted only through e-procurement platform at <https://pudutenders.gov.in> only.
- Tenders submitted in any other form will not be accepted.

Two Covers:

Cover 1 : Tender Fee/EMD Fee/Technical Documents

(i) The Technical Bid shall contain the documents listed hereunder.

- Bidders should submit their tender online at the Government website <https://pudutenders.gov.in> with scanned copy of Demand draft towards the cost of Tender Fee for **Rs. 525/-** (including GST) by way of Demand Draft drawn in favour of “The Additional Director of Agriculture (Hort.), Botanical Garden, Puducherry- 605 001” payable at Puducherry.
- Tender Fee : The Tenderer shall pay a non-refundable amount of **Rs. 525/-** (including GST)
- Bidders should submit their scanned copy of a Demand draft towards Earnest Money Deposit (EMD) **Rs. 15,000/-** (Rupees Fifteen thousand only) by way of Demand Draft drawn in favour of “The Additional Director of Agriculture (Hort.), Botanical Garden, Puducherry – 605 001” payable at Puducherry.
- The Earnest Money Deposit is non-interest bearing and is refundable to the unsuccessful tenderer.
- The Earnest Money Deposit is non-interest bearing will be returned to the successful tenderer one year after completing the supplies in good conditions.
- The Tender without tender fee and EMD will be summarily rejected.

Important Note:

Tender Fee and E.M.D. in the form of Demand Draft / Bankers cheque in original shall be submitted personally or by post in sealed envelope superscribed "***Tender Fee and EMD for the supply of Mini-Tractor with Rotary Tiller***" should reach

**The Additional Director of Agriculture (Horticulture),
Botanical Garden,
Puducherry – 605 001.**

latest by **1.00 p.m. on 30.11.2017**. Tender Fee /EMD sent after the due date and time will not be entertained and will be summarily rejected. The office is not responsible for any postal/courier delay.

List of Documents to be uploaded Online:

The following documents should be uploaded by the bidders **in the form of PDF Files in the same order as mentioned below**, on the e-Tendering website during Online Bid Preparation stage.

Sl.No.	List of Documents
1	Trade Certificate
2	Supplier certificate from Government/Public organization
3	Registration Certificate
4	Income tax certificate
5	Annual Turn over Statement from Chartered Accountant for the past 3 years.
6	Latest Sales-Tax clearance certificate.
7	Documents supporting that they are the Manufacturer/Authorised Dealer.
8	Latest Income-Tax verification certificate.
9	Annexure II- Manufacturer/Dealer details
7	Annexure III – Declaration
8	Annexure IV – Letter of Tenderer
9	Annexure V – Details of Production and Sales experience
10	Annexure VI – Letter confirming the Technical and commercial
11	Annexure VII - Form of marketing between distributor and manufacturer

Cover 2 : THE FINANCIAL BID (BOQ) SHALL CONTAIN THE FOLLOWING:

The financial bid shall contain only price list. The Tenderers shall quote the rates in the financial bid (BOQ) only after downloading it from the website. Any discrepancy in this regard will cause the rejection of Price list. The Financial Bid (BOQ) shall contain the following:-

- The rates should be quoted in whole rupee and must be expressed in figures and in words (English). The rates for each item should be independent of other items.
- No column in the price list shall be left blank, please mention "Not Quoted" in column, (if rate is not offered on an item in the list).
- Tender offer form (BOQ) – Unit Rate, Goods and Service taxes, freight charges, etc., for each item shall be entered by the tenderer in the prescribed column of the excel sheet.

- The bid shall contain only the price list. Any discrepancy in this regard will cause the rejection of Price list.
- No column in the price list shall be left blank. Tenderer should quote the rate for all the machineries and materials, failing which, the tender would be disqualified.

INSTRUCTION TO TENDERERS FOR ONLINE SUBMISSION OF E-TENDER

- The Tenderers who are interested in bidding can download tender documents from <https://pudutenders.gov.in>.
- Tenderers who wish to participate in this tender will have to register on <https://pudutenders.gov.in>. To participate in online tenders, Tenderers will have to procure Digital Signature Certificate as per information Technology Act-2000 using which they can sign their electronic bids. Tenderers can procure the same from any CCA approved certifying agency i.e. TCS, safe-crypt, Noode etc. or they may contact e-Procurement Cell, Government of Puducherry for further assistance. Tenderers who already have a valid Digital Signature Certificate need not procure a new Digital Signature Certificate.

Contact No. 0413-2220225 , Toll free no. 1800 233 7315

(Help desk 10 A.M. to 6 P.M. on all working days) e-mail: eproc@puducherry.gov.in

Address: e-Procurement Cell, IIIrd Floor, Goubret Avenue, Chief Secretariat, Puducherry.

- Before electronically submitting the tenders, it should be ensured that all the tender papers including conditions of contract are ready digital form and in requisite file formats. Generally accepted formats are **.pdf, .xls, .jpg** etc.
- Bidders are also advised to refer “Bidders manual” available under “Download” section of eprocurement portal <https://pudutenders.gov.in> for further details about the e-tendering process
- Tenderers should upload their scanned copies of D.D. of Tender Fee and EMD with the online bid.
- Every Tenderer must go through the terms and conditions carefully and understand them before submitting their tender. No excuse that the conditions have not been read or understood will be entertained later.
- The Manufacturers/dealers should quote the basic price of the items separately and the other taxes and duties only as mentioned in the Bill of Quantity (BOQ) of the Tender Schedule.

Filling of E-Tenders

- Tenders should be duly filled in (on the assigned space), duly signed with the digital signature and submitted online. All mandatory fields marked with (*) have to be filled by the tenderers.
- Tenderers should upload their scanned copy of D.D. of Tender Fee and EMD along with the online bid in the format as required by the e-procurement system.
- The rates should be uploaded only in BOQ (Bill of Quantity) format which is available in online bid. Tenderers are therefore advised to enter all financial element in the column available in the BOQ only.
- The Tenderers are required to quote in the same rate units as given in the tender schedule.
- No tender shall be considered if the contents are erased, illegible or overwritten. Any corrections should be scored and rewritten under the initials for the tenderer. As far as possible tender should be without any corrections.

OPENING OF BIDS:

- The bids that are submitted online successfully shall be opened online as per date and time given in detailed tender schedule (if possible), through e-Tendering procedure only in the presence of bidders (if possible).
- Bids shall be opened either in the presence of bidders or it's duly authorized representatives. The bidder representatives who are present shall sign a register evidencing their attendance.
- Only one representative per applicant shall be permitted to be present at the time of opening the tender.

DETAILS OF TENDER SCHEDULE

Details of Tender Schedule for the supply of One Mini Tractor (22HP capacity) with accessories and Rotary tiller (P.T.O HP = 14 HP to 20HP)

“E-tenders” are invited from the intending suppliers / Manufactures / Authorized dealers for supply of Mini Tractor (22 HP) with accessories for inter cultivation in fruit orchards farm owned by The Department of Agriculture, O/o Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry.

Sl. No.	Items	No. of Quantity
1.	Mini-Tractor with Accessories – 22HP capacity	1 No.
2.	Rotary Tiller (P.T.O HP = 14 HP to 20HP)	1 No.

General Condition for Supply of Mini-Tractor (22HP capacity) with Accessories and Rotary Tiller (P.T.O HP = 14 HP to 20HP):

- Specification and requirements of Mini-Tractor (22HP capacity) with Accessories and **Rotary Tiller (P.T.O HP = 14 HP to 20HP)** are available in **Annexure-1**. The quantity of stores (Machineries) indicated in the schedule is only tentative and approximate. The office has right to increase or decrease the quantity required of any Machineries.
- No column in the BOQ shall be left blank. If rate for any item is not offered, then “NOT QUOTED” may be mentioned in the appropriate column.
- Tender offer form (BOQ) - Unit Rate, Goods and Service taxes, freight charges etc., for each item shall be entered by the tenderer in the prescribed column of the excel sheet.
- **Warranty:** The standard warranty should be provided for the farm Machinery.
- Refer Terms and Condition for supply of Mini-Tractor (22HP capacity) with Accessories and Rotary Tiller (P.T.O HP = 14 HP to 20HP).

TERMS AND CONDITIONS FOR SUPPLY OF
Mini-Tractor (22HP capacity) with accessories and Rotary Tiller
(P.T.O HP = 14 HP to 20HP)

Eligibility Criteria:

If the firm is participating as a Manufacturer:

- Should have valid manufacturing license/Registration from the competent authority for manufacturing the machineries and implements
- Should have experience in manufacturing the items.
- Should have GST Registration certificate. GST clearance certificate should be submitted.

If the firm is participating as Authorized dealer:

- Should have the relevant experience in the field of selling the items.
- Should be an authorized stockiest Distributor of the concerned manufacturer.
- Should execute a **marketing agreement on ` 100/-** (Rupees one hundred only) Non-judicial stamp paper clearly mentioning the firm from whom they are sourcing the above items with specifying the validity of the marketing arrangement.
- Should produce copy of Manufacturing license and wherever applicable ISI certificate form whom he is sourcing the items and the source should have experience in the field of manufacture of the items.
- Should have GST Registration certificate. GST clearance certificate should be submitted.
- The Tenderer should not have been black listed by central/ State Government or their under takings.

- Atleast 5 Nos. of Performance satisfactory certificate should be enclosed from existing users from Tamil Nadu and Puducherry.

- Acceptance of tender for the supply of equipment will be subject to tenderer certifying that they have adequate servicing and spares facility in respect of the equipment tendered for by them or that they shall arrange to provide such facilities simultaneously with the supply of the equipment.

General Conditions:

- The Tenderer for supply of above machinery with specified manner as per respective Annexure - I
- The Tenderer who quote for the supply of above machinery, must be either the manufacturers or authorized dealer. Detailed information of the “Manufacturer” should be furnished in Annexure- II.
- The Tenderer should be filled & upload the Declaration form as prescribed in the Annexure- III.
- The Tenderer should submit the “Letter of Tender” along with tender document as per the Annexure –IV.
- The Tender should submit the details of Production / Sale experience of the manufacturer/retailer as per the Annexure V.
- The Tender should submit the Form of letter confirming the technical and commercial terms & conditions of the tender as per the Annexure VI.
- The Tender should submit the Form of marketing between distributor and manufacturer as per the Annexure VII.
- The Tenderer for supply of above machineries shall hold valid sales tax registration certificate with the Government.
- The Tender is non – transferable.
- Tender offer form (BOQ) - Unit Rate, Goods and Service taxes, freight charges etc., for each item shall be entered by the tenderer in the prescribed column of the excel sheet. The rate of each item should not exceed the maximum retail price (MRP) fixed to that particular item.
- No column in the BOQ shall be left blank.
- No representation towards upward revision of rates will be allowed. The rates should be quoted Free On Road / Rail delivery as specified by the Office of Additional Director of Agriculture (Horticulture), Puducherry.
- The successful tenderers themselves will have to obtain permits, licence etc., that may be required in fulfilling the contract.
- Government of India, DGS &D and Government of Puducherry rate contracts are to be compared with lowest price offered by the supplier through tender.
- Ex- Godown rates offered by the firm are not acceptable and such tenders will be summarily rejected. The rates quoted should be “ For destination” basis, the destination being the office of Additional Director of Agriculture(Horticulture) Botanical Garden, Puducherry.

- Installation and demonstration of Machinery should be done by the successful bidder at Institution premises at free of Cost.
- The rates quoted should be only as per the unit printed in the schedule and should be valid for a period of one year from the date of opening of the tender.
- The successful bidder will have to supply the materials within a period of 30 days from the date of the supply order.
- In case any stores (Machinery) present in the list are found to be covered under DGS&D rate contract or in the quoting of the Government of India/Government of India undertaking firms, such Machineries will be not be considered through this tender.
- All offers should be for supplies, from ready stock in original packing of the manufacturers.
- The bill of cost of the articles supplied should be sent to the consignee immediately after delivery of goods.
- If the Government introduces any fresh taxes or increase the present rates of taxes, no change in the rates can be claimed.
- **The Goods and Services Tax (GST) will be implemented as per the Government of India instructions.**
- The tender shall be submitted only if the Tenderer is agreeable to all the terms and conditions of this Tender, which includes the Description and Specifications of the items mentioned therein.
- Irrespective of the terms and conditions that may have been specified by the Tenderer, only the terms and conditions specified in this tender by the Department shall be binding on the Tenderer and the tendering authority.
- After due date, no addition or deletion or alteration in the tender will be allowed.
- In the event of any discrepancy in respect to the rates quoted, the “committee” reserves the right to accept or reject the tender.
- Copies of any document produced with tender including photo copies should be **clear and legible**, otherwise it will be not be considered.
- In the event of the date of submission or opening of tender being declared as a holiday for the office of the tendering authority, the due date for submission of tender and opening of tender will be the following working day at the same time.
- The Tenderers are responsible to furnish all the required particulars along with the tender. No correspondence will be made on this account from this office/department.

- Tenders submitted in forms other than the one prescribed and / or without the payment of the prescribed fee will be rejected.
- Earnest Money Deposit of unsuccessful tenderer will be refunded after opening the financial Tender and selection of items within 10 days. However, if any firm desires to consider exemption from payment of Earnest money deposit certified copies of its Registration with D.G.S. and D should be attached with their tenders.
- The supplier will be responsible for the supplied material and specification and defective material if found will be rejected and will be returned to supplier at his risk and cost.
- The tenders/offers that received do not conform with the terms and conditions of the Department will be summarily rejected.
- The tenderer should enclose user-list along with their postal address and telephone numbers and should also furnish details of after Sales Service if any provided by the tenderer.
- The rate quoted should be inclusive of all requisite accessories. The details of accessories are to be clearly mentioned in tender form by the tenderer.
- The tenderer should give “on the site demonstration” to the satisfaction of the Indenter.
- Please enclose detailed specification with the photographs & literature of the equipment to be supplied.
- The tenderer or his authorized representative should come prepared for technical presentation and demonstration on the date of opening of the tender and may be required to stay next day also.
- The tenderer should give “on the site demonstration” to the satisfaction of the Indenter.
- Bidder should give specification compliance statement point wise showing /highlighting items part no., serial no. as quoted in their quotation for comprehensive technical comparison. Proof of compliance should be mentioned point wise in the catalogue. Failing in compliance and proof of compliance will cause cancellation of the bid without any further notice.
- The equipment should be demonstrated by the service engineer of the vendor at our site free of cost and the working should be demonstrated including training.
- Manufacturer’s / Distributorship’s / Dealership’s certificate from the principal (for the year 2017-18) may be submitted along with technical bid.
- Check list (Annexure -VIII) should be filled and uploaded in the technical document.

Agreement:

- The successful tenderer shall be required to execute an agreement stipulating all the conditions mentioned herein within 21 days from the date of communication of the approval of rate by the Additional Director of Agriculture (Horticulture), after furnishing the required amount of security Deposit, EMD will be returned.
- Failure to sign the agreement within the period specified in the pre-para above shall amount to withdrawal of the approval of rates and will lead to forfeiture of amount of Earnest Money Deposit paid in respect of that particular item. The Additional Director of Agriculture (Horticulture) is free to take further necessary action for entering into an agreement with other tenderers and the excess amount that the Additional Director of Agriculture (Horticulture) has to incur in effecting supply of such stores be recovered from the defaulting tenderer.

Security Deposit:

- Within 21 days of the receipt of notification of award from the Additional Director of Agriculture (Horticulture), Puducherry, the successful Bidder shall furnish the Performance security equal to 5% of the contract value of items to be supplied. Performance security deposit shall be furnished in the form of demand draft drawn in favour of "The Additional Director of Agriculture (Hort.), Botanical Garden, Puducherry-605001" payable at Puducherry.
- The firms permanently registered as Industrial Co-operative Society/Small Scale Industry with Government of Puducherry / NSIC / DGS & D for the supply of particular store item proposed to be purchased shall be exempted from the payment of Security Deposit upto the monetary limit to which they are registered. No exemption is granted to such firms during the currency of "Provisional Registration".
- The Performance Security Deposit will be refunded only after a period of one years from the date of successful commissioning and testing of the Machineries and the faithful and complete discharge of all the Terms and Conditions of the contract by the contractor and to the fullest satisfaction of the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry.

DELIVERY:

- The Agriculture Machineries as per supply order should be delivered within a period of one month from the date of receiving supply order to the office of the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry / at the place where requested.
- The supplier will be responsible for the supplied material and specification and defective material if found will be rejected and will be returned to supplier at his risk and cost.
- In case if successful tenderer fails to supply the Agriculture Machineries with standard tools, accessories and spares etc. within stipulated time the earnest money deposited by the tenderer/ bidder shall be forfeited.

GUARANTY/WARRANTY:

- The equipment quoted must be covered with guarantee / Warranty for a period of minimum two years from the date of completion of successful commissioning against manufacturing defect or faulty workmanship / design. During the Guarantee / Warranty period all defective parts should be repaired or replaced at free of cost.

OTHER CONDITIONS:

- The decision of the Tender Inviting Officer for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. for articles shall be final.
- Tender received without Earnest Money Deposit will be summarily rejected.
- The successful tenderer will have to pay an amount equal to 5 % of Tender value of *Machineries* within 21 days from the date of demand that may be ordered etc., as the amount of Security Deposit.
- Non receipt of Security Deposit within stipulated time limit will result in automatic Cancellation of the order for supply without any intimation and the EMD shall be forfeited.
- The amount of Earnest Money Deposit paid by the Tenderer(s) whose tenders are not accepted shall be refunded to them not earlier than one month after the date of opening of the Bids.
- If the tenders whose tender is accepted fails to execute the Supply order within stipulated time the EMD/Security Deposit of such tenderer will be forfeited.
- Only on satisfactory completion of the supplies ordered for and on payment of all bills of the supplier, as to be admitted for payment the amount of Security Deposit/Bank Guarantee/Money Deposit will be refunded after expiry of guarantee period, if any, or any date/period as may be mutually agreed upon.
- The right to accept or reject without assigning any reasons or all tenders, in part or whole is reserved with the Tender Inviting Officer and his decision (s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
- The intending supplier shall also have to mention the name of manufacture/make, model of the article and has to enclose the pictures/information brochures of the *Machineries* for which the rates are quoted. In the absence of the above, the items offered may not be considered.
- Upon signing the agreement of the contract of supply with of the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry, the firm shall supply those items for which the contract is signed. Supply of materials with substandard quality will be summarily rejected.
- The Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry is vested with powers to cancel or to revoke the contract without assigning any reason therefor, if the contractor fails to effect the supply in

conformity with the contracted terms and conditions. The Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry reserves right to evaluate the performance, quality & after promptness in sales service by manufacturer and the manufacturer should arrange for inspection and evaluation of their working in field conditions. In case the manufacturer could not arrange for evaluation in working condition or in case during evaluation if it is found that the performance, durability, after sales service is not adequate, the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry reserves the right to reject the bid out rightly.

- In case of non supply or failure of supply as per the terms and conditions by the firm the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry shall be entitled to appoint a new firm to effect supply and the excess amount that the Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry has to incur, shall be recovered from such defaulting supplier.
- The tenderer shall not be blacklisted by any of the firm/Government institutions, to that effect a declaration have to be furnished by the tenderer.
- The name of manufacturer and also the name of manufacturer of engine attached to their respective models and also the address of service dealer of engines should be furnished in the tender. The sale and service dealer of engines should be available in and around Pondicherry (i.e. within 150 Kms.)
- Any dispute under or arising out of the agreement executed for supply of stores shall be referred to the Director, Agriculture Department, Puducherry, the sole arbitrator under the provisions of Arbitration and Conciliation Act, 1996.
- The Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry, has the right to recover all or any dues from the contractor by exercising the provisions of the Puducherry Revenue Recovery Act 1970.
- The Additional Director of Agriculture (Horticulture), Botanical Garden, Puducherry, reserves the right to reject any or all the tenders without assigning any reason therefor.
- The decision of the Additional Director of Agriculture (Horticulture), Puducherry in all matters relating to this tender shall be final and conclusive.

ANNEXURE – I
SPECIFICATIONS FOR MINI-TRACTOR (22HP capacity) WITH ACCESSORIES

Engine	Fuel Type		Diesel
	No. of cylinder		2 to 4
	Type		Cylinder with Over Head Valve/4 stroke
	Total displacement (cc)		950 to 1100
	Engine gross power (HP)		22 HP
	PTO power (HP)		14.0 Hp to 20.0 HP
	Fuel tank capacity (ℓ)		18 to 30 lit capacity
Dimension	Overall length (in mm)		2500 mm to 2700 mm
	Overall width (mm)		1090 mm to 1140 mm
	Wheelbase (in mm)		1400 mm to 1600mm
	Min. ground clearance (in mm)		190 to 230 mm
Travelling system	Tyres	Front	5 to 12
		Rear	8.0 to 20
	Transmission		Gear shift, 8-9 forward and 2-3 reverse
	Brake		Oil Immersed
	Min. turning radius (with brake) (m)		2.3m to 2.5m
Traveling speed (km/h)		Max. 30	
Hydraulic	Hydraulic control system		Auto Draft & Depth Control /Quarter inching valve
	Pump capacity (ℓ/min)		26.4 (16.6+9.8)
	Three point hitch		Category I
	Lifting Capacity at Standard Frame		600 to 1000 Kg
	Hauling Capacity		3 to 4 Tonnes

SPECIFICATIONS FOR ROTARY TILLER :

Linkage	Category 1 & 3point linkage
P.T.O H.P. of Tractor	14.0 H.P to 20.0 H.P
Dimension (in mm) - Working width	820 mm to 1060 mm
Weight (including universal joint)	100 to 180 Kg
Kind of blade	L or J-type
Number of blades	20 to 30 Nos
Working Depth	120 mm to 180 mm

ANNEXURE – II

Machineries Technical Details

1. Name of the machine :
2. Manufacturer's name :
3. Make / brand name :
4. Detailed specification :
5. Technical details :
6. Literature / pamphlets of the machine:
7. List of parties to whom such machinery has been supplied:
8. Other references :
9. Warranty period:
10. Service backup:
11. Special features of the machineries:
12. Training facilities to be offered:

Signature of the Tenderer

ANNEXURE – III

DECLARATION

TENDER FOR SUPPLY OF MINI TRACTOR (22 HP) WITH ACCESSORIES AND SUITABLE ROTARY TILLER

Declaration by the Tenderer (To be submitted with the tender)

- 1) I /We _____ have gone through the instructions in the tender and agree by all conditions mentioned there in.
- 2) I/We _____ hereby state that I /we have remitted ` _____(Rupees _____ only) in the form of Demand draft no: _____ dated : _____ Drawn on _____ Bank _____ branch, in favour of the Additional Director of Agriculture(Horti.), Puducherry, 605 001 as Earnest Money Deposit and agree to have it forfeited to the Department of Agriculture, in case of my/our failure to undertake the contract for the items accepted by Tender Accepting Authority, Puducherry.
- 3) I/we hereby certify that the price quoted by me/us is to the best of my/our knowledge and belief, are not more than the price which is permissible for me/us to charge a private purchaser for the same machineries under the provisions of any law in force.
- 4) I/we hereby certify that the rates quoted in this tender is final and I /We will not come forward of any revision or alternation in rates quoted subsequently due to hike in price or any other reason.
- 5) I/We hereby accept to forfeit the Earnest Money Deposit in the event of withdrawal to tender by me/us subsequent to opening of the tender.
- 6) Further, I/we assure that our firm is not blacklisted in any of the firm/Government institutions.

SIGNATURE OF THE TENDERER

Annexure IV

LETTER OF TENDER

To

The Additional Director of Agriculture (Horticulture),
Botanical Garden,
Puducherry – 605 001

Sir,

Sub: Tender for the Supply of Mini Tractor (22 HP) with accessories and Suitable Rotary Tiller -Reg.

We the undersigned do hereby tender and undertake to perform, provide execute all the works, materials, matters and things described or intimated in the tender schedule here to annexed and the specification thereto (which have been produced to and carefully examined by us) in strict accordance with and subject to the terms, provisions and conditions set forth or mentioned in the said schedules, specification at the rates given and as stated in the price schedule.

2. We herewith enclosed DD No. _____ Date _____ in favour of the Additional Director of Agriculture (Horti.), Puducherry – 605 001 for _____ (Rupees _____ only) as a Guarantee for the due fulfillment of our tender EMD and, if successful , undertake an agree to forward to the Director of Agriculture, in fifteen days after the notification of the acceptance by the Director of Agriculture of this tender has been received by us, the for the due fulfillment of our contract.

3. We undertake and agree that will not withdraw this tender during the period that will be required for intimation of acceptance or non-acceptance as stipulated of the tender documents such period to date from the last date by which tenders are due to be submitted to the Director of Agriculture. If we do so withdraw, we shall forfeit the EMD to the Additional Director of Agriculture (Horti.) we agree to execute at out cost the agreement in fifteen days after the notification acceptance of our tender has been received by us.

4. In the event of our failing to make security deposit or to execute the agreement in the said manner, the EMD accompanying this tender shall be forfeited the Additional Director of Agriculture (Horti.) and this concluded contract shall in such can be considered as having been cancelled or terminated and we agree to be liable irrespective of the forfeiture aforesaid for all damages, loses, costs, charges and expenses arising from or by reason of such failure and arrangements.

As witness our hand this _____ day of _____ of 2017.

Place:

Date:

Signature of Tenderer.

Name & Address

Annexure-V

Production / Sale experience of the manufacturer/retailer.

Reference list of contracts executed by the applicant to establish his capacity to supply of
_____ **(mention the item)**

Financial Year	Name, address of the Dept/Organization & other	Contract Ref No & Date	Contract value in Rs.	Quantity supplied in Nos.	Date of purchase order/agreement	Date of supply

Contact official of the Department/ Organization with whom the contract is executed

Name :

Phone No:

Signature of the Tenderer.

**Name & Address
Company Seal**

ANNEXURE – VI

**FORM OF LETTER CONFIRMING THE TECHNICAL AND COMMERCIAL
TERMS & CONDITIONS OF THE TENDER.**

To,
The Additional Director of Agriculture (Horticulture),
Botanical Garden,
Puducherry – 605 001.

Sir,

Sub: Tender from Supply of Mini Tractor (22 HP) with accessories and Suitable Rotary
Tiller -Reg.

We have examined the tender document, the receipt of which is hereby acknowledged.

We have submitted our tender ref _____ dated _____ for the Supply of
Mini Tractor (22 HP) with accessories and Suitable Rotary Tiller as per the specifications and terms
and conditions of the tender document.

2. We confirm that our tender is in conformity with the technical specifications and
commercial terms & conditions as stipulated in the tender document and without any deviations
whatsoever. We are aware that our tender is liable for disqualification in the event of technical
and commercial deviations are observed by the tender accepting authority at a later date during
the process of evaluation of our tender .

3. Thanking your and assuring you of our best services always.

Very truly yours,

Name of the Tenderer:

Signature and name of the authorized signatory:

Company seal:

Annexure –VII

**FORM OF MARKETING BETWEEN DISTRIBUTOR AND MANUFACTURER ON
100 RUPEES NON JUDICIAL e-STAMP PAPER NO. _____
DATED _____**

To,

Dear sir,

Tender No: _____ Manufacturer cum seller license No. _____/Registration
BIS Certificate No. _____

We _____ who are manufacturer and seller of Machineries and
implements having office at _____ and do hereby agree to supply
_____ Nos. of _____ to M/s. _____
(Name and address of representative).

We hereby undertake to extended our full Guarantee and warranty as per conditions of
contract for the “**Supply of Mini Tractor (22 HP) with accessories and Suitable Rotary Tiller**”
offered for supply against this tender invitation for bid by the above firm.

Yours faithfully,

(NAME)

For and on behalf of
M/s. _____ (Name of the firm)

ANNEXURE - VIII

CHECK LIST (tick Yes or No)

Sl.No.	List of Documents	Yes	No
1	Trade Certificate		
2	Supplier certificate from Government/Public organization		
3	Registration Certificate		
4	Income tax certificate		
5	Annual Turn over Statement from Chartered Accountant for the past		
6	Latest Sales-Tax clearance certificate.		
7	Documents supporting that they are the Manufacturer/Authorised		
8	Latest Income-Tax verification certificate.		
9	Annexure II- Manufacturer/Dealer details		
7	Annexure III – Declaration		
8	Annexure IV – Letter of Tenderer		
9	Annexure V – Details of Production and Sales experience		
10	Annexure VI – Letter confirming the Technical and commercial		
11	Annexure VII - Form of marketing between distributor and		