



GOVERNMENT OF ASSAM
OFFICE OF THE COMMISSIONER OF INDUSTRIES AND COMMERCE, ASSAM
UDYOG BHAWAN, BAMUNIMAIDAM, GUWAHATI-21

No. CI&C/APART/CFC-Lakhimpur/G-1/2023

Dated Guwahati 16th Oct. 2023

PROCUREMENT NOTICE

Request for Quotation [RFQ]
for Supply and installation of packaging equipment for 10 TPD integrated mustard oil processing unit at M/s Subanshiri Enterprises Pvt. Ltd., Barhoichola, Lakhimpur, Assam under APART Project.

- 1) The Government of Assam (GoA) through the Government of India (GoI) has received a loan from the International Bank for Reconstruction & Development (IBRD) for the implementation of Assam Agribusiness & Rural Transformation Project (APART). The Commissionerate of Industries & Commerce (CI&C), Bamunimaidam- 781021 is one of the Operational Project Implementation Units (OPIU) under the project APART.
- 2) Commissioner of Industries & Commerce, Assam now invites now invites sealed quotation from eligible manufacturers/Authorized dealers/ Registered Supplier for **“Supply and installation of packaging equipment for a unit of 10 TPD integrated mustard oil processing unit at Lakhimpur, Assam”** under APART Project as per the details given under:

Sl No.	Brief description of good	Specifications	Unit & Qty	Delivery period	Place of delivery, testing, installation and commissioning
1	Automated Edible Oil Pouch Packaging Machine.	As per Annexure IV	1 Set.	Within 30 days from the date of issue of work order	M/s Subanshiri Enterprises Pvt. Ltd., Vil.Barhoichola, P.O Kekuri, P.S Dhakuakhana, Taluk: Ghilamara, Dist. Lakhimpur, Assam-787055
2	Automatic Four Head Liquid Filling Machine with s.s. slat conveyor, filling nozzles with self centring devices , s.s. syringes, bottle stopper.		1 Set.		
3	Automatic Single Head Screw Capping Machine including Compressor (2 H.P.)		1 Set.		
4	Star wheel, star plate assembly		1 No.		
5	Automatic Vertical Bottle Sticker Labeling machine		1 No.		
6	Balance Tank with Filling Header.		1 No.		

- 3) The Bidders must quote for **100%** (bill) of the quantities solicited in the RFQ or else the quotation may be rejected.

- 4) The RFQ document is attached to this **PROCUREMENT NOTICE** and it includes documents to facilitate preparation and submission of quotations, criteria for qualification, evaluation procedure, award of contract and relevant forms to be filled by the bidders.
- 5) The Quotation shall be submitted in a sealed envelope addressed to ***“The Office of the Commissioner of Industries and Commerce, Assam, Udyog Bhawan, Bamunimaidam, Guwahati-21.”***
- 6) The Quotations shall be submitted as per the proforma given along with supporting documents as mentioned in the bid document with a copy of the RFQ signed and placed in a sealed envelope, clearly marked as **“QUOTATION FOR SUPPLY AND INSTALLATION OF PACKAGING EQUIPMENTS FOR 10 TPD INTEGRATED MUSTARD OIL PROCESSING UNIT AT LAKHIMPUR, ASSAM” UNDER APART PROJECT.**
- 7) Quotation not accompanied by specified documents, self declarations, signatures may be rejected by the office as non-responsive and may not be evaluated further.
- 8) Your quotation should reach this office latest by **04.00 P.M. on 31/10/2023.** Quotation will be opened on the same date, i.e., on **31/10/2023 at 4.30 P.M.** Bidders or their representatives may choose to be present at the time of opening of the quotation. Any quotation or modifications to quotation received after the deadline shall not be considered and returned unopened as received.
- 9) The copy of RFQ along with the details of the work may be obtained from the office of The Commissionerate of Industries & Commerce, Udyog Bhawan, Bamunimaidam, Guwahati, Assam or download from the official website (<https://industriescom.assam.gov.in/>).
- 10) Quotations received after due date and time shall be summarily rejected. The office of the CI&C shall not be held liable for any delay in the receipt of Quotations. A Bidder requiring any clarification of the RFQ document may visit the office of the Purchaser at the address given above.

Sd/-

**Commissioner of Industries & Commerce, Assam
Bamunimaidam, Guwahati-21**

SECTION I

LETTER OF QUOTATION

(This form must be submitted using official letterhead of the agency)

No. No. CI&C/APART/CFC-Lakhimpur/G-1/2023

Dated Guwahati 16th Oct., 2023

Our reference no.....dated.....

To,

**The Commissioner of Industries & Commerce, Assam
Bamunimaidam, Guwahati- 781021.**

Sub: Request for Quotation (RFQ) for “Supply and installation of packaging equipment for 10 TPD integrated mustard oil processing unit at Lakhimpur, Assam” under APART Project.

Sir,

1. I/We, the undersigned, hereby submit our Quotation consisting of:

(a) the Technical Part and (b) the Financial Part in on envelope.

2. In submitting the Quotation, we make the following declarations:

(a) **No reservations:** Having read RFQ in its entirety and services to be provided, I/We, offer to participate in providing services as laid down in this RFQ for Joint Marketing & Branding Workshop, organized by OPIU-CI&C as an Event Management Agency in conformity with the terms and conditions specified in the quotation and have no reservations whatsoever;

(b) **Conformity:** We offer to provide services in conformity with the RFQ document and in accordance with the provisions included in Scope of Works as specified in the RFQ document;

(c) **Quotation Validity Period:** Our Quotation shall be valid for the period of 30 days from the deadline fixed for submission of the Quotation;

(d) **Eligibility:** We meet the eligibility requirements and have no conflict of interest. We are not participating in more than one quotation in this bidding process and we have not been suspended or debarred by the World Bank or blacklisted or suspended by the Central or any State Government/PSU, etc in India;

(e) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of corrupt, fraudulent, collusive, coercive, or obstructive practices, and we will strictly observe all the laws against fraud and corruption in force in India including, “Prevention of Corruption Act, 1988 (including any modifications thereafter).”

(f) **Annulment:** We understand that you are not bound to accept any Quotation you may receive and may also engage more than one agency for the stated services under the RFQ.

(g) **Declaration:** It is hereby declared that particulars furnished herewith are true and correct as per my/our knowledge and belief. In the event of any particulars are found to be false, I/We shall be liable to such consequences/lawful actions as the OPIU-CI&C wish to take.

Yours faithfully,

(Authorized Signature)

Name & Title of Signatory _____

In the capacity of _____ [insert legal capacity of person signing the Letter of Quotation]

Name of the Bidder _____

Address _____

Telephone no. _____

email id. _____

Dated on _____ day of _____, _____ [insert date of signing]

SECTION II

BIDDER'S PROFILE

(This form must be submitted using official letterhead of the agency)

Sl. no.	Essential information to qualify technically	Name of documentary evidence submitted
1	Name of the Bidder	
2	Status of the Bidder [whether Manufacturer / Authorized Dealer/ Registered Supply]	
2	Complete address of the Firm with telephone, mobile no., email id, website.	
3	Status of the firm (whether Proprietorship/ Partnership/ any other)	
4	Name of the Proprietor/Managing Partner/ etc.	
5	Date of commencement of business.	
6	Name of organization(s) where the Agency is empanelled or have worked for similar nature of services.	
7	Work Orders of two (2) similar nature.	
8	Annual turnover of Rs 30 Lakhs during the last three financial years (2019-20, 2020- 21 and 2021-22)	
9	Trade License in effect for the past three years.	
10	PAN no.	
11	GST no.	
12	Service Center Detail (Address, Name & Mobile no. of Service Engineer)	
13	Performance Statement of supplies of similar goods made during last 3 years in the prescribed format	
14	Firm must not have been disqualified/ blacklisted/ terminated/ debarred by any State/Central Government or their agencies.	
15	Any other related document/information which the firm desires to inform OPIU-CI&C in relation to the RFQ	

NB: Documents to be submitted serially as per the listed table above.

I/We hereby declare that the information furnished above is true and correct. I/We am/are also attaching the copies of license/authorization documents claimed above.

Yours faithfully,

(Authorized Signature)

Name & Title of Signatory _____

Date _____

SECTION III
TERMS & CONDITIONS

1) ELIGIBILITY: A Bidder

- a) shall not have conflict of interest as defined in the World Bank's Procurement GUIDELINES: PROCUREMENT OF GOODS, WORKS, AND NON-CONSULTING SERVICES UNDER IBRD LOANS AND IDA CREDITS & GRANTS BY WORLD BANK BORROWERS and
- b) should not have been
 - i. temporarily suspended or debarred by the World Bank Group in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework; or
 - ii. blacklisted or suspended by Central or any State Government Departments in India

2) CLARIFICATIONS & AMENDMENTS:

A prospective bidder requiring any clarification may visit the office of the CI&C before the closing date and time of quotation submission to get clarifications on the quotation. Amendments may be issued by the purchaser before the closing date of this Quotation and the related corrigendum will be issued in connection with this Quotation. Any clarifications and/or amendments shall be uploaded on the official website of the CI&C (<https://industriescom.assam.gov.in/>) and bidders are requested to satisfy themselves before submission of the quotations.

3) Preparation and Submission of Quotation:

- (i) The Bidder shall submit its proposal in the form and manner specified in this Quotation. The Technical proposal shall be submitted in the form at Section IV and the Financial Proposal shall be submitted in the format given at Section V.
- (ii) The prospective bidders may submit queries through e-mail for clarification before the closing date and time of the bid submission at apart.industries.assam@gmail.com.
- (iii) Bidders should submit their proposals (both technical and financial) in a sealed cover on or before **4.00 P.M. of 31st October, 2023**. The proposal must contain documents of evidence of previous work experiences and eligibility duly signed agency's competent authority.
- (iv) The proposal shall contain no interlineations or overwriting, except as necessary to correct errors made by the official of agency themselves.
- (v) Validity of the proposal shall be 30 days from the last date of submission of the bid.
- (vi) Misrepresentation/improper response by the applicant shall lead to the disqualification of the bidder.
- (vii) Office of the CI&C reserve rights to reject any proposal at any point of time without assigning any reason.
- (viii) Office of the CI&C reserves the right to cancel this quotation if it found necessary.
- (ix) The supply order may be offered to the lowest bidder; who has technically responsive.

3. Eligibility Criteria: The eligibility criteria, among others, include:

- (i) The bidder should be a registered Firm/Company/Agency (Registration Certificate to be enclosed).
- (ii) The Firm/Company/Agency should have full-fledged registered office in Guwahati and should be in operation for a minimum period of 3 years (Trade License for the last 3 years to be submitted along with the bid).
- (iii) The Agency should have an average annual turnover of INR 30 Lakhs during the last three financial years (2019- 20, 2020-21 and 2021-22) duly certified by a Chartered Accountant.
- (iv) Agencies should have experience in supplying two (2) similar equipments with government/reputed private agencies in any of the last three (3) years (relevant supply orders should be enclosed with the bid).
- (v) The bidder should have valid:
 - i. GST Registration
 - ii. PAN
 - iii. Trade License
 - iv. Copies of Supply Orders

4. Bid Price

- i. Bidder should submit bid price as per Section V of the Quotation.
- ii. Rates should be quoted for all items mentioned in the financial part. Incomplete rate quoted shall lead to rejection of the bid.
- iii. If there is any inconsistency in figures and words, the price in words shall prevail.
- iv. All taxes/duties payable by the bidder will be shown extra.
- v. The rates quoted by the bidder shall be fixed.
- vi. The prices shall be quoted in Indian Rupees only.

5. Evaluation of Quotation: The purchaser shall evaluate and compare the quotations determined to be substantially responsive which:

- i. are properly signed;
- ii. confirm to the terms and conditions and specifications.
- iii. The bidder quoting the lowest rate (L1) may not be the successful bidder if it fails to fulfill technical criteria. Conditional discounts shall not be taken into account for price comparison.
- iv. The Quotations will be evaluated on the total price.
- v. The Office of the Commissioner of Industries & Commerce, Assam reserves the right to verify all statements, information and documents, submitted by the bidder in response to the

Quotation. Failure of the Office of the CI&C to undertake such verification shall not relieve the bidder of its obligations or liabilities hereunder nor will it affect any rights of the Office of the CI&C thereunder.

vi. In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Bidder or the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith.

6. **Conformity of Goods:** The Bidder shall furnish as part of the Technical Part of Quotation, documentary evidence that the Goods conform to the technical specifications and standards, as relevant for example catalogue, warranty/ guarantee etc. of the manufacturer.

7. **Performance Security:**

i) Within 15 days of receiving letter of acceptance, the successful bidder shall submit the performance security in the Bank Guarantee from any Nationalized or Scheduled Bank, drawn on favour of "Commissioner of Industries & Commerce" for an amount equivalent to 5% of the offered price.

ii) The performance securities submitted by successful bidder will be retained by the CI&C up to 28 days from the date of completion of the warranty period of the goods. Failure of the successful bidder to furnish performance security within the stipulated period shall constitute grant for annulment of award and the CI&C may award the contract to the next evaluated bidder.

8. **Award of Contract:**

i. The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quoted price.

ii. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

iii. The bidder whose bid is accepted will be notified of the award of the contract by the authority prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the award of contract.

iv. Normal commercial warranty/ guarantee shall be applicable to the supplied goods.

9. **Non-assignment:** The bidder shall not at any time assign, sub-let or make over the contract or the benefit thereof or any part thereof to any person or persons whatsoever.

10. **Penalty Clause:** If the progress of assignment is found to be non-satisfactory or delayed at any point of time, OPIU-Commissionerate of Industries & Commerce reserves the right to impose penalty. The total amount of penalty shall be determined by Office of the CI&C giving adequate justifications.

11. **Laws Governing the Contract & Jurisdiction:** The contract shall be governed by the laws in force in India. In the event of any dispute, such dispute would be subject to the courts in Guwahati only.

12. **Payment Terms:** Payment to the selected agency will be released by Office of the CI&C upon successful completion of the entire process i.e. supply and installation.

a) **On Delivery:** Seventy (70) % of the contract price shall be paid within 15(fifteen) days after delivery of the goods at purchaser site on submission of Invoice.

b) **On Final Acceptance:** the remaining Thirty (30) % of the Contract Price shall be paid within thirty (15) days after the date of the Acceptance Certificate issued by the Purchaser's representative (after successful installation, Commissioning and Trial run)

c) Payment shall be made upon satisfactory supply, testing, installation commissioning and acceptance of the equipment. If after delivery, it is discovered that the items supplied are not exactly according to the specification/quality mentioned, such supply will be rejected at the supplier's cost. The decision of The **Commissioner, Commissioner of Industries & Commerce, Guwahati** on quality & specifications shall be final and no disagreement from the supplier shall be entertained.

d) No advance payment shall be made.

13. **FORCE MAJEURE:**

a) The bidder shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "*Force Majeure*" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

b) If a Force Majeure situation arises, the bidder shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

SECTION IV

TECHNICAL SPECIFICATIONS

(This form must be submitted using official letterhead of the agency)

SI No.	Name of Equipment	Specifications	Qty (Nos)	Specification as per Bidder
1	AUTOMATIC EDIBLE OIL POUCH PACKING M/C	Basic Machine (500ML.-1000ML.) With Impulse seal & Gear Pump Filling, Photocell Machine With Batch Coding (Mechanical Contact coder) (500ml-1 Liter) POWER CONSUMPTION 2 KW / hr CAPACITY 1000-1200 Pouches / Hr RANGE 500ml,1000 ml ELECTRIC MOTOR (Standard quality) FILM WIDTH 325-327 mm POUCH WIDTH 150 mm TYPE OF VERTICAL SEAL Side Seal SEALING SYSTEM Impulse FILM THICKNESS 90-100 Microns FILM MATERIALS 5 layer LDPE Nylon Base FILLING ACCURACY ± 2gm. (1000ml.) POUCH DIMENSION FOR 1000 ML, L 250-255 mm x W 145 mm POUCH DIMENSION FOR 500 ML, L 165 mm x W 145 mm	1	
2	Automatic Four Head Liquid Filling Machine with s.s. Flat conveyor, filling nozzles with self centering devices , s.s. syringes, bottle stopper.	Filling Range 500 ml to 1000ml: Output/Min* 16 Bottle per Min. (Based on 1 liter) for Four Head Direction of Movement: Left to Right Number Of Head / Syringe 4 Nos. Electric Supply 230 V / 50HZ Conveyor Motor 0.5 HP / 415 V / 50 HZ Conveyor AC Drive 0.5 HP / Delta make Pneumatic Cylinders Janatics make FRL Janatics make	1	
3	Automatic Single Head Screw Capping Machine including Compressor (2 H.P.)	Out put :- 24 Bottle/Minute (depending upon bottle size) Power required 1 H.P. motor for main machine Power characteristics 220 Volts/ 1 Phase	1	

4	Star wheel, star plate assembly for different dia. Bottle(500ml.)	Different dia for Bottle(500ml, 1000 ml.)	1	
5	Automatic Vertical Bottle Sticker Labeling machine	24 Bottle/Minute (depending upon bottle size) with s.s. belt conveyor to be connected in line with automatic filling machine, Power required 1 H.P. motor for main machine	1	
6	Balance tank with Filling Header	Capacity: 500-1000L Steel Grade: SS(304/316) Leak Proof: yes Rust Proof: yes Surface Finishing: 32 Ra Wall Thickness Mm: 1.5 mm	1	

SECTION V

FINANCIAL PART

(This form must be submitted using official letterhead of the agency)

No. **No. CI&C/APART/CFC-Lakhimpur/G-1/2023**

Dated Guwahati 19th Sept., 2023

Our reference no.....dated.....

To,

***The Commissioner of Industries & Commerce, Assam
Bamunimaidam, Guwahati- 781021.***

Sub: Request for Quotation (RFQ) for “Supply and installation of packaging equipment for 10 TPD integrated mustard oil processing unit at Lakhimpur, Assam” under APART Project.

Sir,

1. I/We, the undersigned, hereby submit the financial part of our Quotation. In submitting our Financial Part, we make the following additional declarations:

(a) Our quotation shall be valid for the period of days from the deadline fixed for the quotation submission;

(b) I/we have thoroughly read and understood all the terms and conditions as contained in the RFQ and agree to abide by them.

Sl No.	Particulars	Qty (Nos)	Quoted Unit Rate ¹ at destination in Rs.	Amount in Rs	Amount in words
1	Automated Edible Oil Packaging Machine.	1			
2	Automatic Four Head Liquid Filling Machine with s.s. slat conveyor, filling nozzles with self centring devices , s.s. syringes, bottle stopper.	1			
3	Automatic Single Head Screw Capping Machine including Compressor (2 H.P.)	1			
4	Star Wheel, Star Head Assembly for Bottle	1			
5	Automated Sticker Labeling Machine.	1			
6	Balance Tank with Filling Header.	1			
	Total Amount				
	GST				
	Grand Total				

¹ Any unconditional discounts if offered, shall be specified in this column along with the unit rates.

Total (inclusive of GST) In Figures.....(in words).....

We agree to supply the above goods in accordance with the technical specifications for a total contract price (including all taxes and duties) of Rs. (Amount in figures) (Rs... amount in words) within the period specified in the Request for Quotations.

We also confirm that the normal commercial warranty/guarantee ofmonths shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices (as defined in the prevailing World Bank’s sanctions procedures) in competing for or in performing the Contract.

Yours faithfully,

(Authorized Signature)

Name & Title of Signatory _____, Date_____