



MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

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No. MBMA/MLAMP/INRM/189/2020/G-84/430

Dated: September 3 , 2020

From

Shri. Shantanu Sharma, IAS,
Additional Project Director,
Meghalaya Basin Management Agency

To: _____

PROJECT: Meghalaya Livelihoods and Access to Markets Programme (LAMP)

URGENT REQUEST FOR QUOTATIONS FOR PROCUREMENT OF PLANTING MATERIALS - POTATO TUBERS UNDER CLIMATE RESILIENT AGRICULTURE (CRA) INITIATIVE UNDER MLAMP

Sir/Madam,

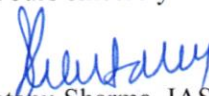
1. The Government of Meghalaya has received a loan from the International Fund for Agriculture Development (IFAD), and intends to apply part of the proceeds of this Loan to eligible payments under the contract, for which this Request for Quotation (RFQ) is issued.
2. The procurement is based on the National Shopping method and governed by the IFAD Project Procurement Guidelines and IFAD Procurement Handbook.
3. You are invited to submit your price quotation in a pro forma invoice format listed in Annex 1 of this RFQ.
4. Your quotation in the required format should be addressed to:

Attn: Shri. Shantanu Sharma, IAS,
Additional Project Director,
Meghalaya Basin Management Agency
MBDA Building, - Meghalaya State Housing Cooperative and Financing Society Campus,
Upper Nongrim Hills,
Shillong, PIN-793003
Facsimile: 0364-2522043; **Email:** mbdaprocurement@gmail.com

5. The quotation, in English, should be accompanied by:
 - a) A Copy of your business registration
 - b) A copy of the Authorised dealership certificate (Not Applicable in this case)
 - c) A copy of GST Registration certificate

- d) Self-declaration to the effect the bidder is not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances.
 - e) Self-declaration that the bidder's business activities are not suspended or debarred from public procurement by the State Government of Meghalaya or Government of India.
 - f) Complete price and delivery schedule.
6. Since this is an **URGENT** requirement, the quotations are allowed to be submitted by email also. The deadline for receipt of your quotation is September 5, 2020 by 1600 Hrs. (IST). Quotations will be opened on September 5, 2020 at 1630 Hrs. Late quotes will not be accepted. Bidder is not allowed to send multiple rates/quotations for the items required.
 7. Quotations should be submitted either by hand or email by the deadline stated above. Quotation, if submitted as hard copy should be placed in a single sealed envelope, clearly marked as **Quotation for "Procurement of Planting Materials-Potato Tubers under Climate Resilient Agriculture(CRA) Initiative under MLAMP"** as reference above and **the Bidders Name**.
 8. Bidders must quote all items in the RFQ. A partial quote will not be accepted. If a quotation shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. An item not listed in the quotation shall be assumed not to be included in the quotation.
 9. **Evaluation:** The Purchaser/Procuring Entity shall award the Contract to the Bidder whose offer has been determined to be the lowest priced bid and is substantially responsive to the request for quotation, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily. In case of items being quoted at similar rates by more than one bidder, MBMA shall have the option to select the Bidder which is nearest to the location or offering the shortest delivery time.
 10. Prices shall be quoted in Indian Rupees.
 11. **Payment:** within 30 days after delivery, inspection, installation and acceptance of goods.
 12. **Delivery:** The prices quoted for delivery should be in Laitkynsew, Mawjrong, Khatarshnong, Laitkroh Block, East Khasi Hills, PIN-793003 where they will be verified and inspected by MBMA representative.
 13. **Delivery Schedule:** All items should be delivered within 3 weeks from date of Purchase Order. Bidders must state exact delivery time in the quotation.
 14. **Warranty:** Extended Warranty/ Not Applicable
 15. **Validity of Quotations:** Your quotation should be valid for a period of 60 days from the date of your quotation.

Yours sincerely



Shantanu Sharma, IAS,
Additional Project Director, MLAMP
Meghalaya Basin Management Agency

SCHEDULE OF REQUIREMENTS

List of Planting Materials and Price Schedule -

All specifications are stated in minimum terms, except where ranges, approximations, maximum levels or exactitudes are obviously stipulated.

S#	Description	Total Quantity(Kgs)	Cost per unit (in INR)	Total (in INR)
#1	Potato Seeds (detailed specifications provided at page 4)	6200 Kgs.		
	Applicable Taxes*			
	Total Price			

* Applicable taxes to be quoted separately.

Technical specifications and Compliance Sheet

Sl. No	Description and Specifications	Meeting the Requirement Yes / No
# 1	Potato Seeds (Great Scott Variety)- Lah Lhew (Local Khasi Vernacular name)	

Planting Materials will be checked and verified by representative of INRM, MBMA