

Office of the Project Director  
Community-based Forest Management and  
Livelihoods Improvement in Meghalaya  
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Meghalaya Livelihood Improvement  
through Forest Enhancement



Meghalaya Basin  
Development Authority



Japan International  
Cooperation Agency

**GOVERNMENT OF MEGHALAYA  
MEGHALAYA BASIN DEVELOPMENT AUTHORITY  
(MBDA)**

**MEGHALAYA LIVELIHOOD IMPROVEMENT THROUGH FOREST  
ENHANCEMENT IN MEGHALAYA (MegLIFE)**

**Request For Quotations (RFQ)**

**FOR**

**Procurement of Tyres for Bolero and Campers for DPMUs and BPMUs under  
MegLIFE**

**Additional Project Director  
MegLIFE  
Meghalaya Basin Development Authority (MBDA), Shillong**

## **REQUEST FOR QUOTATIONS**

**Procurement of Tyres for Bolero and Campers for DPMUs and BPMUs  
under MegLIFE**

**Purchaser:** *Meghalaya Basin Development Authority (MBDA)*

**Contract title:** Procurement of Tyres for Bolero and Campers for DPMUs and BPMUs under MegLIFE

**RFQ No:** *MBDA/MegLIFE/Proc-2024-25/1604/1756*

Sl#	Description	Date & Time
1	Date of Issue of RFQ	25 <sup>th</sup> June, 2024
2	Last Date and Time of submission of RFQs	4 <sup>th</sup> July, 2024 at 1600 Hrs.
3	Opening of RFQs	4 <sup>th</sup> July, 2024 at 1630 Hrs.

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MBDA/MegLIFE/Proc-2024-25/1604/1756

Date: 25th June, 2024

**INVITATION FOR QUOTATIONS FOR PROCUREMENT OF TYRES FOR BOLERO AND  
CAMPERS FOR DPMUS AND BPMUS UNDER MEGLIFE**

To

\_\_\_\_\_

\_\_\_\_\_

Dear Sir/Madam,

**Subject: Invitation for quotations for “Procurement of Tyres for Bolero and Campers for  
DPMUs and BPMUs” under MegLIFE**

You are invited to submit your most competitive quotation for the following goods as per the  
mentioned items below: -

**\*Detailed Specifications given at Annexure I**

SL. Nos	Description of Goods	Qty	Item Delivery Address	Consignee Address	Delivery Period
1	Tyres for Camper	5	NGH- Resubelpara	As mentioned in T&C Cl 4	Within 30 Days
		5	NGH-Kharkutta		
		5	EGH- Dambo-Ronjeng		
		5	EGH-Samanda		
		5	EGH-Songsak		
		5	WGH- Rongram		
		5	EKH- Mawkynrew		
		4	SWG- Betasing		
		5	Ri-Bhoi- Umling		
		4	SWG- Zikzak		

		5	WGH- Gambegre		
		3	SGH- Gasuapara		
		5	Ri-Bhoi- Umsning		
		2	SGH- Baghmara		
		2	SGH- Rongara		
		3	SGH- Chokpot		
2	Tyres for Bolero	5	EGH- Williamnagar		
		4	SWG H- Ampati		
		5	EJH- Khliehriat		
		5	SGH- Baghmara		
		2	Ri Bhoi- Nongpoh		

## Terms and Conditions

- 1. Eligibility:** A Bidder (a) shall not participate in more than one Quotation; (b) shall not have Conflict of interest as defined in the Bank's Procurement Regulations; and (c) should not have been (i) temporarily suspended or debarred by the State/Central Government/PSU's or (ii) blacklisted or suspended by Central or any State Government Departments in India.
- 2. Clarifications & Amendments:** If the Purchaser receives any request for clarification of this RFQ Document, it will upload its response together with any amendment to this document, on [www.mbda.gov.in](http://www.mbda.gov.in) for information of all Bidders. Bidders should check on the website, for any amendments to the terms and conditions and for Award of Contract.
- 3. Bid- Submission of Quotations:** O/o MegARISE, RDL Building, Springside, Lumsophoh Nongthymmai, Shillong - 793014.
- 4. Place of Delivery of items:**

### Bolero Camper:

- NGH:** Gajing Block Project Management Office, Resubelpara, North Garo Hills, Pin No- 794108. Contact number:8787450745.
- NGH:** Kharkutta Block Project Management Unit, Kharkutta Reserve, North Garo Hills, Pin No- 783134, Contact no 7005819637.
- EGH:** Office of the District Project Management Unit, Balsrigittim, Williamnagar, Dambo-Ronjeng, East Garo Hills - Contact No. 873194601.
- EGH:** Office of the District Project Management Unit, Balsrigittim, Williamnagar, Samanda, East Garo Hills- Contact No. 9366210973.

- v. **EGH:** Office of the District Project Management Unit, Balsrigittim, Williamnagar, Songsak, East Garo Hills- Contact No. 8974105330.
- vi. **WGH:** Office of the District Project Management Unit, West Garo Hills, Rongram, Tura. Contact No. 9089956461.
- vii. **EKH:** Office of the District Project Management Unit, East Khasi Hills, Shillong, Contact No- 8974025678.
- viii. **SWG H:** Office of the District Project Management Unit, South West Garo Hills Ampati, Betasing, Contact No.9615484251.
- ix. **Ri-Bhoi:** Office of the District Project Management Unit, Ri-Bhoi District, Umling Block. Contact No- 9366296141.
- x. **SWG H:** BPMU office, Zikzak, South West Garo Hills. Contact No- 7005645331.
- xi. **WGH:** Office of the District Project Management Unit, West Garo Hills, Tura, Gambegre. Contact No- 9089956461.
- xii. **SGH:** Gasuapara C&RD Block Office, South Garo Hills. Contact- 7307824858.
- xiii. **Ri-Bhoi:** Office of Block Project Management Unit, MegLIFE, Umsning C&RD Block, Ri Bhoi, Contact Number – 8787885458.
- xiv. **SGH:** Office of Block Project Management Unit, MegLIFE, Excise Building, D.C Complex, Baghmara C&RD Block, South Garo Hills, Contact Number-9366907349.
- xv. **SGH:** Office of the Block Project Management Unit, MegLIFE, Rongara, South Garo Hills, Contact No: 7630066574.
- xvi. **SGH:** Office of Block Project Management Unit, MegLIFE, Chokpot C&RD Block, South Garo Hills, Contact Number- 9366755104.

**Bolero:**

- i. **EGH:** Office of the District Project Management Unit, Balsrigittim, Williamnagar, East Garo Hills. Contact No. 9366158544.
- ii. **SWG H:** Office of the District Project Management Unit, South West Garo Hills, Ampati, Contact No. 9615484251.
- iii. **EJH:** Office of District Basin Development, East Jaintia Hills, Khliehriat. Contact No. 8873752834.
- iv. **SGH:** Office of District Project Management Unit, MegLIFE, JICA, South Garo Hills, Baghmara. contact No. 8787318670.
- v. **Ri-Bhoi:** Office of the District Project Management Unit, MegLIFE, Near Mahindra Showroom Nongpoh, Ri-Bhoi District. Contact No- 9863268323.

**5. Quotation Price**

- a) The quantity offered should be 100% of the requirement for the quoted amount. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.

- b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- c) Goods and Service Tax (GST) should be indicated separately.
- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e) Bidder must expressly mention the name/brand/model of the items offered by them in the price schedule along with proper product brochures.
- f) The bidder must mention in details about the product being offered in lieu of the specified specifications and not by simply mentioning "Complied". Such bids with no proper details are likely to be disqualified.
- g) Bidder must expressly mention the model of the items offered by them in the price schedule along with proper product brochures.

**6. Qualification of Bidders**

- a) Have the legal capacity to enter into a contract;
- b) Not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
- c) Not have had your business activities suspended or debarred from public procurement by the State Government of Meghalaya or Government of India.

**7. Validity of Quotation:** Quotations shall remain valid for a period not less than 90 days after the deadline date specified for submission.

**8. Documents Evidencing Qualification:** Bidders are requested to submit copies of the following documents as evidence of your qualification.

- a. Valid trading license/registration or equivalent/Exemption Certificate.
- b. Valid certificate of GST registration;
- c. 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.
- d. Self-declaration that the bidder's business activities are not suspended or debarred from public procurement by the State Government of Meghalaya, any other State Government or Government of India.

**9. Evaluation of Quotations:** The Purchaser will evaluate and compare the quotations that are determined to be substantially responsive i.e., which

- (a) are properly signed; and
- (b) Confirm to the terms and conditions and specifications.
- (c) Any historical information, if required may be asked from the bidders during evaluation of quotes.

- 10. Award of contract:** The Purchaser will award the supply orders to the bidders whose quotations have been determined to be substantially responsive and who has offered the lowest evaluated quotation price. The announcement for this assignment will be published in [www.mbda.gov.in](http://www.mbda.gov.in)
- a. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract. The numbers against each item may increase or decrease at the time of issuing the Purchase Order.
  - b. The bidder whose quotation is accepted will be notified of the issue of Supply Order by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order (sample form attached)
- 11.** Normal commercial warranty/ guarantee shall be applicable to the supplied goods (extended warranty) if required will be mentioned in the technical specifications.
- 12.** You are requested to provide your sealed quote latest by 1600 hours on 4<sup>th</sup> July, 2024. Quotations that have been submitted on or before time will be opened at 1630 hours on 4<sup>th</sup> July, 2024. Late quotes will be rejected.
- 13.** Payments shall be released on completion and subject to acceptance of deliverable by the client within 30 working days. However, for any issues experienced post completion and acceptance of the work the purchaser, the vendor should provide support in resolving the technical issues.
- 14.** We look forward to receiving your quotations and thank you for your interest in this project.

**Sd/-**

**Name:** Shri. Gunanka DB, IFS  
**Address:** Community-Based Forest Management and Livelihood Improvement in Meghalaya, Meghalaya Basin Development Authority (MBDA), MegLIFE office 2nd Floor, Shalom Building, Lower Lachumiere. Shillong- 793001  
**Tel. No.:** +913643510190  
**Email:** [mbdaprocurement@gmail.com](mailto:mbdaprocurement@gmail.com)

**\*Format of Quotation**

Sl.No	Description of Goods	Unit	Quoted Unit Rate <sup>1</sup> Lot wise at destination in Rs.	GST and similar other taxes applicable on finished Goods/ Services	Total Price per line item at Destination - inclusive of discounts, all taxes and duties	
					In Figures	In Words
1	Tyres for Camper	5				
		5				
		5				
		5				
		5				
		5				
		5				
		4				
		5				
		4				
		5				
		3				
		5				
		2				
		2				
3						



2	Tyres for Bolero	5				
		4				
		5				
		5				
		2				

**Gross Total Cost: Rs. ....**

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

We also confirm that commercial warrantee/ guarantee of at least 12 months 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 will engage in bribery or collusive agreements with competitors.

**Signature of Supplier**

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## SUPPLY ORDER

To:  
 M/s

.....  
 .....

Dear Sir,

Sub: Supply of .....  
 .....

Reference: Your Quotation no..... Dated .....

1. Your quotation no.....of .....(Date) for the supply of ..... has been accepted. You are requested to supply the following goods/equipment at the rates quoted by you and specified against each as per the specifications and terms & conditions specified hereunder:

Sl.No	Brief description of goods/ services	Specifications	Quantity to be supplied	Unit Rate (Rs.)	Total Price (Rs.)
1	Tyres for Camper	5			
		5			
		5			
		5			
		5			
		5			
		5			
		4			
		5			
		4			
		5			
		3			
		5			
		2			
		2			
3					
2	Tyres for Bolero	5			
		4			
		5			
		5			
		2			

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1. Delivery Period: ..... Day(s) from the date of issue of this supply order.
2. Place of delivery .....
3. Consignee Address: .....
4. GST if any will be paid at actual prevailing on the date of supply (if not already included in the cost above.
5. Extended Warranty/Guarantee shall be ..... Month(s) from the date of delivery and acceptance.
6. Payment shall be made within 30 days of delivery; and acceptance of the goods/equipment.
7. Additional terms and conditions (if Any) may be added by the Purchasers at the time of issuing the Supply Order.

**(Purchaser)**

Date:

Name: Shri Gunanka D.B, IFS  
Designation: Additional Project Director  
MegLIFE, MBDA Shillong, Meghalaya

Place: Shillong, Meghalaya

<b>Specifications for "Procurement of Tyres for Bolero and Campers for DPMUs and BPMUs under MegLIFE.</b>		
<b>Sl. Nos</b>	<b>Items Name</b>	<b>Items Descriptions</b>
<b>1</b>	<b>Tyres for Camper</b>	<ol style="list-style-type: none"> <li>1. 235/75/R15</li> <li>2. Tubeless tyres</li> <li>3. Wheel position: front and rear</li> <li>4. Compatible with Bolero Camper</li> <li>5. Warranty: unconditional warranty as applicable</li> </ol>
<b>2</b>	<b>Tyres for Bolero</b>	<ol style="list-style-type: none"> <li>1. 215/75/R15</li> <li>2. Tubeless Tyres</li> <li>3. Wheel position: front and rear</li> <li>4. Compatible with Bolero</li> <li>5. Warranty: unconditional warranty as applicable</li> </ol>