



## Indian Council of Forestry Research and Education

(An Autonomous body of the Ministry of Environment, Forest and Climate Change, Government of India)

**P.O. New Forest, Dehradun – 248 006 (Uttarakhand), INDIA**

No.8/2018/ESIP/BCC/ICFRE/

Dated: 19/09/2022

### **Request for Quotations for purchase of Earthworms for vermicomposting in ESIP areas of Chhattisgarh and Madhya Pradesh**

**Name of Project:** Ecosystem Services Improvement Project

**Procurement Reference No.:** IN-ICFRE-315189-GO-RFQ

1. The Government of India has received grant from the World Bank toward the cost of the Ecosystem Services Improvement Project (ESIP). Indian Council of Forestry Research and Education (ICFRE) is one of the Project Implementing Agencies and implementing one of the components of ESIP *i.e.* Scaling up of Sustainable Land and Ecosystem Management in Selected Landscapes, and intends to apply the part of proceeds of this grant to eligible payments under the contract for which this Request for Quotations is issued. The procurement process will be conducted in accordance with the shopping procurement method contained in the World Bank Guidelines: Procurement of Goods, Works and Non-consulting Services under IBRD Loans and IDA Credits and Grants by World Bank Borrowers, dated January 2011, revised in July 2014.
2. ICFRE now invites quotation for the supply of Earthworm as per following details:

Name of the item	Specifications	Quantity (Kg)
Earthworms for vermicomposting	<ul style="list-style-type: none"><li>- <i>Perionyx excavates/ Eisenia fetida/ Eudrilus eugeniae</i> or any other promising species of earthworm for vermicomposting</li><li>- Minimum number of earthworms must be 1000 per Kg. weight.</li><li>- It must have at least 60% Adult Worms.</li><li>- Earthworm 100% living</li><li>- Earthworm shall be supplied to the beneficiaries for vermicomposting @ 3 Kg per beneficiaries (1200 x 3 = 3600 Kg)</li></ul> <p><i>Note: Documentary evidence for authenticity of the species of earthworm shall be provided</i></p>	3600

3. You are invited to submit your price quotation for the supply of Earthworms for vermicomposting for Project Implementing Unit, Ecosystem Services Improvement Project as per specifications mentioned in Para 2 as per the format given in Annexure - I.
4. Quoted price will be evaluated and contract will be awarded to the responsive firm offering the lowest evaluated rate.
5. Quotation(s) must be marked “Quotation for Supply of Earthworms for vermicomposting” and addressed to the:

Project Director  
Ecosystem Services Improvement Project  
Room No: 143  
Indian Council for Forestry Research and Education  
P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)

6. Quotation should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for item quoted, including names and addresses of the supplier.
7. The deadline for receipt of quotation at the address indicated above is 03<sup>rd</sup> October 2022 by 01:00 PM.
8. Quotation should be submitted as per the instruction contained in the Annexure – II of this document.
9. The prices should be quoted in Indian Rupees and should be inclusive of all taxes (GST). No price increase will be allowed after the submission of Quotations.
10. Validity of the Offer: Quotation shall be valid for a period of 90 days from the date for receipt of quotation(s) indicated in Paragraph 7 above.
11. Evaluation of Quotations: The procurement committee ESIP-PIU, ICFRE will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and conform to the terms and conditions, and specifications of the RFQ. The firm has to produce a sample of the item, to be vetted by the technical committee of the ESIP, ICFRE. The delivery has to be made as per the vetted item only and any deviation will be treated as breach of contract and liable for scrapping of order.
12. Award of contract: The contract for the above item will be awarded to the firm whose quotation has been determined to be substantially responsive and who has offered the lowest price as per the specifications of the item.
13. Notwithstanding the above, the ICFRE reserves the right to accept or reject any quotations and to cancel the procurement process and reject all quotations at any time prior to the award of contract.
14. The Firm whose quotation is accepted will be notified for the award of contract by the ICFRE prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
15. All prices should be quoted F.O.R. destination inclusive of all taxes and contingent costs including, customs packing and forwarding, transportation, handling and insurance etc.
16. Standards: The item supplied under the contract shall conform the standard prescribed/specification mentioned there, against the goods in the financial bid.
17. Penalty: Supply of non original/similar looking items or items in damaged conditions shall not be accepted. Penalty up to 25% of the value of the supply order may be imposed if items is not provided in specified quality specification and item condition. In addition, the contract will be cancelled and contractor may be blacklisted. However, no penalty will be imposed if the delay in supply occurs on account of intimation by ICFRE for any administrative or logistics contingency.
18. Consignee: The firm has to supply the earthworms as per the following consignee details for the Project villages of Chhattisgarh and Madhya Pradesh State:

<b>S. No.</b>	<b>Forest Range</b>	<b>Beneficiaries</b>
1	Marwahi Forest Range, Chhattisgarh	365
2	Pali Forest Range, Chhattisgarh	29
3	West Pandariya Forest Range, Chhattisgarh	15
4	Raghunathnagar Forest Range, Chhattisgarh	392
5	Banapura Forest Range, Madhya Pradesh	50
6	Bhaura Forest Range, Madhya Pradesh	220
7	Itarsi Forest Range, Madhya Pradesh	49
8	Sukhtawa Forest Range, Madhya Pradesh	80
	<b>Total</b>	<b>1200</b>

Village wise list of the beneficiaries along with the beneficiary wise quantity of earthworms will be provided to the firm along with Purchase Order.

19. The firm/company will also have to provide literature (in Hindi) related to earthworms for the convenience of the farmers.
20. The ICFRE shall have the right to purchase the material in full or part thereof, at the risk and cost of the firm, in case firm fails to supply the allocated or indented quantity within the specified time and as per the provided date sheet
21. Notification of Dispatch: In regard to each and every consignment shall be made to the ICFRE immediately on dispatch indicating full details of quantity of material so that the ICFRE's concerned officer may plan for storing and distribution of material.
22. The ICFRE shall have the sole and unfettered discretion to decrease/increase the purchase from the firm depending upon market condition and climatic conditions within the validity of the contract.
23. Delivery period: within 30 days from the date of issue of Purchase Order.
24. Payment shall be made after successful delivery of the items as per specification.
25. Firm must have valid GST registration certificate and PAN
26. Firm must present 2 year Turnover document.
27. Firm has to present a declaration document of not having blacklisted in any government department/organization.
28. Any representation/complaints pertaining to this RFQ shall be addressed to the Grievance Redressal Committee, ESIP-PIU, ICFRE, at projectdirectoresip@gmail.com

Yours faithfully,

Project Director  
ESIP, ICFRE

**Format of Quotation***(on Firm Letter Head)*

Date:

To

The Project Director,  
Ecosystem Services Improvement Project  
Room No: 143  
Indian Council for Forestry Research and Education  
P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)

**Sub.: Request for quotation for supply of Earthworms for vermicomposting for ESIP areas of Chhattisgarh and Madhya Pradesh**

Madam/ Sir,

We offer to execute the supply of Earthworms for vermicomposting for ESIP areas of Chhattisgarh and Madhya Pradesh, in accordance with the conditions of contract, as per following quoted price:

S. No.	Name of the goods	Specifications	Quantity (Kg)	Price Quoted (INR)		
				Unit Price	GST	Total
1	Earthworms for vermicomposting	<ul style="list-style-type: none"> <li>- <i>Perionyx excavates/ Eisenia fetida/ Eudrilus eugeniae</i> or any other promising species of earthworm for vermicomposting</li> <li>- Minimum number of earthworms must be 1000 per Kg. weight.</li> <li>- It must have at least 60% Adult Worms.</li> <li>- Earthworm 100% living</li> <li>- Earthworm shall be supplied to the beneficiaries for vermicomposting @ 3 Kg per beneficiaries (1200 x 3 = 3600 Kg)</li> </ul> <p><i>Note: Documentary evidence for authenticity of the species of earthworm shall be provided</i></p>	3600			

We agree to supply the above item(s) in accordance with the technical specifications for a total contract price of Rs. .... (Rupees .....only) as per the detailed description specified in the request for quotation.

We hereby certify that we have taken steps to ensure that no person acting for us on our behalf will engage in bribery.

Authorized Signature:  
Name and Title of Signatory:

**Instructions for Preparing Quotations**

1. **Scope of Procurement:** Invites price quotations for procurement of the earthworms for vermicomposting as per the Para 2 of RFQ. The successful Firm will be expected to complete the delivery and installation in all aspects within due time.
2. **Eligibility to Quote:** Firms duly registered with tax authorities may be eligible to participate only if they also:
  - a. Submit proof of registration with the Income Tax Department and Sales Tax Department/GST with the quotation. (Failure to enclose these documents would result in rejection of quotation).
  - b. Submit only one quotation, either individually, or as a partner in a joint venture. All quotations submitted in violation of this rule shall be rejected. Partners in a joint venture shall be jointly and severally liable for the execution of the contract.
3. **Qualification of the Firm:** To qualify for award of the Contract, a firm shall meet the following minimum qualifying criteria:
  - a. As manufacturer/supplier/distributor/authorize representative must have at least three years of experience in supplying and distributing and sale of the earthworms for vermicomposting in Para 2. Proof of same may be provided.
  - b. Authorized Dealership Certificate must be provided with the quotation.
4. **Documents Comprising the Quotation:** The proposal submitted by the Firm must comprise of following documents:
  - a. Quotation on the letter head of Firm (As per sample format attached 'Annexure-I')
  - b. Qualification and Experience Information and other relevant documents
  - c. Copies of registration/taxation documents
  - d. Certificate of authorized dealership
  - e. Unit Price of the earthworms for vermicomposting
5. **Currency of Quotations:**
  - a. Rate inclusive of GST shall be quoted in Indian Rupees.
  - b. The rates and prices quoted by the Firm shall be fixed for the duration of the Contract and shall not be subject to any adjustment on any account.
6. Quotations should be valid for 90 days.
7. Each firm shall submit only one quotation.
8. The Project Director reserves the right to increase or decrease quantities of the items.
9. Decision of Director General, ICFRE will be final in case of dispute (if any).