



**OFFICE OF THE DY. DIRECTOR OF HORTICULTURE  
WEST DISTRICT : AGARTALA**

**Email ID:-** [hortiwest\\_86@yahoo.co.in](mailto:hortiwest_86@yahoo.co.in)

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**NIT: No.F.9(22)H&SC/DDH(W)/MIDH/TENDER/2025-26/804 Dated, Agartala the 22/05/2025**

**Bid Document of Tender for:**

**Supply of 10,000 Nos. Black Pepper Rooted Cuttings  
in Polybag under the Scheme MIDH etc. during the  
Year 2025-26**



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No.F.9(22)H&SC/DDH(W)/MIDH/TENDER/2025-26/804

Dated, Agartala the 22/05/2025

1	NIT NO.	No.F.9(22)H&SC/DDH(W)/MIDH/TENDER/2025-26/804 Dt. 22/05/2025
2	Tendered Item	<b>Supply of 10,000 Nos. Black Pepper Rooted Cuttings in Polybag</b> <ul style="list-style-type: none"><li>Planting materials should be true to type without any admixture, vigorous, healthy and free from pest &amp; diseases in Poly bag.</li><li>Should have in 4-6 leaves stage.</li><li>Cuttings should be above 5 months age.</li><li>Poly bag size- 7" X 5".</li><li>Should have well developed rooting system.</li><li><b>Quantity: 10,000 Nos. (Approx.)</b></li><li><b>Quantity may increase or decrease as per the requirement of field.</b></li></ul>
3	Estimated cost	<b>Rs. 1,50,000/- (Rs.15 per Cutting)</b>
4	Cost of tender form	<b>Rs. 500/-</b> (Non refundable)
5	Earnest Money Deposit (EMD)	<b>Rs. 4,500/-</b>
6	Tender Selling	<b>From 22/05/2025 to 04/06/2025</b> (working hours of office days)
7	Date of dropping tender	<b>On 05/06/2025 Up to 3.00 pm.</b>
8	Probable Date of opening of Tender	<b>05/06/2025 at 4.00 PM, if not possible then it will be opened on 06/06/2025 at 4.00 PM.</b>
9	Total no. of written pages (including this page)	14 pages (including this page).

(SUJIT DAS)

District Mission Director (DMD)  
(Dy. Director of Horticulture)  
West District, Agartala.



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Dated, Agartala the 22/05/2025

**NOTICE INVITING TENDER**

On behalf of the Governor of Tripura, the Dy. Director of Horticulture, West Tripura District invites Sealed Tender from accredited/approved/registered Nurseries for supply of **10,000 Nos. Black Pepper Rooted Cuttings in Polybag** to determine the **single rate** up to Main seed store of different Agri Sub Division under West Tripura District.

Name of Work	Estimated Cost	EMD & Tender Fee	Date of selling tender form	Date of receiving Tender	Tender Opening Date & time
Supply of 10000 Nos. of Planting materials of <b>Black Pepper Rooted Cuttings in Polybag</b> under the scheme MIDH etc.	Rs. 1,50,000/-	<b>EMD: Rs. 4,500/-</b> (Rupees Four thousand five hundred) only <b>Tender Fee: Rs. 500/-</b>	22.05.2025 to 04.06.2025 upto 5.30 PM.	05.06.2025 upto 3.00 PM	05/06/2025 at 4.00 PM, if not possible than it will be opened on 06/06/2025

The details of the tender procedure is available in the O/o the Deputy Director of Horticulture, West Tripura. The details may also be accessible by intending bidder from the website <https://horti.Tripura.gov.in/> and for any enquiry, please contact e-mail : [hortiwest\\_86@yahoo.co.in](mailto:hortiwest_86@yahoo.co.in)

  
(SUJIT DAS)  
District Mission Director (DMD)  
(Dy. Director of Horticulture)  
West District, Agartala.



## **LEGEND**

### **Technical Bid**

<b>Sl. No.</b>	<b>Item</b>	<b>Page No.</b>
1	DECLARATION	5
2	BIDDERS SHEET	6-7
3	SPECIFICATION	8
4	GENERAL TERMS AND CONDITIONS	9 - 13

### **Financial Bid**

<b>Sl. No.</b>	<b>Item</b>	<b>Page No.</b>
1	FINANCIAL BID	14

## **DECLARATION**

I do hereby declare that I have personally gone through the relevant Detailed Notice Inviting Tender & understood all the clauses of the tendered work along with relevant Terms & Conditions, instructions of the NIT and having been fully satisfied, I have quoted the rate of items of the tender. This is further to certify that I have suppressed no facts in the tender which could debar me to participate in the tender. If it is revealed after opening of the tender that any fact is suppressed by me, tendering authority shall have the right to reject my tender along with other punitive action against me as per Terms & Conditions of the tender. I do hereby affirm that all the Terms & Conditions of NIT are unconditionally accepted by me. I have no objection if any extra "**Terms & Conditions**", mutually accepted by me and purchaser are incorporated into the agreement.

Signature of bidder  
with Date & Seal

**BIDDER SHEET**

**Bidders are requested to provide following information in this sheet.**

1. Detailed Address of the Bidder along with Phone No. and email ID
2. Detailed Address of Nursery area of planting materials
3. Details about the license/registration for production and supply of planting materials.
4. Details about the certified suppliable stock of planting material for 2025-26 planting season.
5. Detailed address of the local agent, if any of the bidder along with Phone, mobile and email ID if any.
6. If the Bidder has any past experience of supply of such planting materials in Tripura, If yes, give details with documents.

7. Please justify how you will maintain the time schedule of the tendered quantity.

8. Is there any Court case or any other dispute related with production centre i.e. Nursery (s) of the Bidder or their principal firm is pending/ under process ? If so, please give details.

9. Bidders may use this space to provide any further information to explain their bids (if required).

**Signature of bidder with Date & Seal**

## Specification of Planting Materials

### **Black Pepper Rooted Cuttings in Polybag:**

Name of the item	Variety	Specification	Qty. (in nos.)
<b>Black Pepper Rooted Cuttings in Polybag</b>	<b>Tripura Local</b>	<ul style="list-style-type: none"> <li>Planting materials should be true to type without any admixture, vigorous, healthy and free from pest &amp; diseases in Poly bag.</li> <li>Should have in 4-6 leaves stage.</li> <li>Cuttings should be above 5 months age.</li> <li>Poly bag size- 7" X 5".</li> <li>Should have well developed rooting system.</li> <li><b>Quantity: 10,000 Nos. ( Approx.)</b></li> <li><b>Quantity may increase or decrease as per the requirement of field.</b></li> </ul>	10,000 Nos. (Approx.)



**GENERAL TERMS AND CONDITIONS OF NIT**

1. **The Tenderer/ Bidder should go through the entire Bid Documents and sign in each of the pages.**
2. **Earnest Money Deposit (EMD) & Tender Fee**  
EMD & Tender fee in favour of Deputy Director of Horticulture, West Tripura to be submitted by the bidders/ tenderer in the form of Demand Draft (DD) at the time of bidding. **The EMD of the successful bidder will be treated as Security Money and will be released after completion of supply by the bidder. A Demand Draft (DD) register is to be maintain by section.**
3. The tenderer shall quote the single rate in figure as well as in words per Polybag Cutting as stipulated in the NIT for the State including transportation & other Charges.
4. The Technical Specification of planting material mentioned in the NIT must be fulfilled.
5. Total supply should be completed within 20 days from the date of issue of supply order by the concerned Supdt. of Agriculture and only the quantity supplied in good condition conformity with the NIT will be accepted at the receiving centre.
6. If any tender is not keeping with Conformity with the relevant NIT (tender document), the said tender will summarily be rejected
7. The Deputy Director of Horticulture, West Tripura, Agartala reserves the right to increase or decrease the quantity of the planting materials to be supplied and to reject any or all tenders without assigning any reason(s), what so ever.
8. The supplier shall deliver the material within the delivery period mentioned in the supply order. In case of any delay in executing the supply the supplier shall promptly inform in writing the fact of delay and duration of extension for supply before the expiry of the delivery period.

**9. Enclosure with Tender:**

Bidder shall have to furnish following documents as

**B) Technical bid:**

- i. Notary attested photo copies(whichever is/are applicable to the bidder) of Sale Tax Clearance,
- ii. Excise duty clearance,
- iii. Professional Tax clearance,
- iv. Nursery Registration Certificate,
- v. PAN Card,
- vi. Aadhar Card
- vii. Copy of the latest stock report duly authenticated by the issuing authority of the State/Central /CDB /NHB accredited Nurseries/Department.
- viii. Bidder Sheet
- ix. Declaration

**B) Financial bid:**

- i. Offer Rate



**If any of the above mentioned papers are not enclosed with the tender, tendering authority may ask the bidder to furnish wanted documents after opening of tender during clarification failing which the tendering authority reserves the right to declare the incomplete tender as informal.** The copy of certificate(s) must be submitted through notary in support of tender. Besides this, the tendering authority reserves the right to seek any additional information / document at any stage from the bidder after opening of the tender. Tender without earnest money will be rejected on the opening table.

**B) Eligibility of the bidder and issue of tender form:**

Primarily bidder should attain the eligibility as indicated in the Notice Inviting Tender. It is clear that tender form will be sold to the bidder on the basis of their experience in supply of such materials with appropriate authority only. Hence, naturally it is the onus of bidder to prove by documentary evidences / declaration that they are eligible bidder for this tender. If any bidder suppresses any fact which could debar him from participation in the tender and the truth is revealed to the tendering authority subsequently, the bidder will be liable for legal prosecution as well as other punitive action by the tendering authority within his/her jurisdiction and the received tender will be rejected and deposited earnest money with the tender fee will be forfeited. Tender form will be issued by the Deputy Director of Horticulture, West Tripura, Agartala on any working days from **22/05/2025 to 04/06/2025 in between 11 A.M. to 5.30 P.M.** on production of the valid certificate of the farm /firm/ agency/nursery, (as applicable) as indicated in the NIT and on receipt of the cost of the tender form for the specific item. Tender form may also be downloaded from the website <https://horti.tripura.gov.in/> and in that case the Tender Fee to be submitted at the time of dropping of the tender. Tender form will not be issued to the bidders who are not eligible and who are not having the necessary certificate etc. (as applicable) as indicated in the NIT.

- 11. Extraneous Terms & Conditions :-** Bidder should accept all the Terms and Conditions of the tender unconditionally and if they impose any extraneous Terms and Conditions or offer any conditional discount, the tendering authority reserves the right to declare the bid as informal .
- 12. Action of bidder in the tender form: -** Bidder should go through each and every page of the tender patiently and fill up to quote rates, write specification, provide other wanted information and **sign each and every page.** Tendering authority reserves the right to declare the incomplete tender in respect to tender form or enclosures as informal. Violation of any step may lead to rejection of the tender.
- 13. Sealing of Tender and Earnest Money:-** Tender along with earnest money must be properly SEALED WITH WAX OR SELF ADHESIVE TAPE (CELLO TAPE) before dropping. In the cover of the tender the address of the tendering authority, **relevant NIT No., name of the item for which tender is bid,** must be written clearly. The earnest money & Tender Fee as indicated in the NIT and tender form should be deposited in favour of Deputy Director of Horticulture, West Tripura, Agartala.



- 14. Explanation / clarification and dropping of tender:-** If any bidder requires any explanation or clarification on any **Terms and Conditions** of the tender, it must be sought from the tendering authority before dropping. The full fledged and sealed tender must be dropped in the tender box kept in the office of the undersigned. Tender must be dropped in the tender box up to **3.00 PM. on 05/06/2025**. Tender box will be sealed sharp at **3.00 PM. on 05/06/2025 & will be opened at 4.00 PM if not possible will be opened on next working day i.e. on 06/06/2025**.
- 15. Tendering authority, receiving authority and supplier:** The Deputy Director of Horticulture, West Tripura, Agartala will be termed as "**tendering Authority**". The successful bidder will be termed as "Supplier". The Supdt. of Agriculture of the West Tripura District who will be termed as "Receiving Authority" will issue supply order against materials as per requirement and will receive the materials accordingly. Supplier will deliver the materials as per the location communicated by the Supdt. of Agriculture.
- 16. Rate :** Rates should include of all charges even loading and unloading of planting materials also. Any other tax/ charge related to the activity, if not already specified in rates submitted by the tenderer shall be charged from the tenderer.
- 17. Price variation clause:-** No price variation clause is applicable for the items of tendered projects.
- 18. Time extension :-**Bidder should complete supply within stipulated period. However, if the bidder fore see that due to any obvious reason , beyond control they may not be able to maintain the stipulated period, they should apply for minimum time extension period on the basis of documentary evidence to prove that delay is beyond their control.
- 19. Opening of tender:-**Tender will be opened in the office of the tendering authority. The tentative opening date and time are mentioned in the tender form. If opening schedule gets changed, revised schedule will be displayed in the notice board of the undersigned at least 24 hrs. before opening . During the sorting/ opening of the tender original bidder i.e. who has signed the tender or his agent duly authorized in written by the original bidder may remain present. Representative of original bidder must show his or her authorization to the tendering authority on claim. No unauthorized person will be allowed to remain present in the office of the tendering authority during sorting /opening of the tender.
- 20. Release of Earnest Money :-** As per existing rule.
- 21. Validity of tender and finalized rate :** The tender and finalized rate will remain valid up to one year & may be extended for another 03 (Three) month period regarding issuance of supply order by the Tendering Authority.
- 22. Penalty:-** Penalty will be imposed for withdrawing of tender, revision of rates after dropping of tender, violation of terms and conditions, clarification, non execution of agreement in time, delay in effecting of work order, violation of terms & conditions of tender and agreement, suppression of facts in tender.



23. Address to be written on envelop while dropping the Tender are as follows:

**NIT FOR SUPPLY OF BLACK PEPPER ROOTED CUTTING IN POLYBAG**

NIT NO. No.F.9(22)H&SC/DDH(W)/MIDH/TENDER/2025-26/804

Dated, Agartala the 22/05/2025

**From:**

**To,**

The Dy. Director of Horticulture,  
West Tripura District, Agartala

**Penalty will be imposed for the default as per the following manners:-**

Sl. No.	Default	Penalty
1	Withdrawing of tender on the table of opening of the tender & before call for clarification	25 % of EMD will be forfeited
2	After signing agreement failed to supply within the stipulated time	supply order will be cancelled , 100 % security money will be forfeited and blacklisted for next 2 years .
3	Revision of rates after opening of the tender.	The tender will be rejected and 100 % EMD will be forfeited as punitive action and will be blacklisted for next 1-3 years.
4.	For furnishing false information / statement, playing jugglery / suppression of fact at any stage of the tender process.	Forfeiture of EMD/ Security money, cancellation of agreement, blacklisting for at least 2 years.

**23. Disputes & Litigations:-** Any dispute arising out of the contracts/ execution order issued by the Department only the courts located at Agartala, Tripura will have jurisdiction to deal with the same and decide any legal matter or disputes whatsoever arising out of the contract/ execution order.

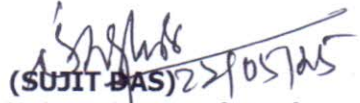
**24. Payment:- Statutory deduction from bill:-** The income tax, local sales tax, Excise duty and other duties or tax in any form incidental to the supply will be deducted from bill at source as per prevailing rates . Deduction at source will not be made if concerned authority empowers the tendering authority not to deduct such taxes specifically indicating the execution order, in relevant case, if applicable.

**25. Departmental Inspection :** The source of planting materials / nurseries may be inspected by the departmental inspection committee / technical committee / Officer (s) in the fields before effecting supply. The decision of inspection committee to reject or to accept the varieties/quality of planting materials will be binding to the supplier. During the inspection,



the supplier firm may depute their representatives on receipt of information regarding schedule of inspection. If supplier firm fails to depute representative during inspection, expert inspection will be conducted and no subsequent claim regarding conducted inspection will be entertained.

- 26.** After ensuring quality of planting materials as per specification by the Departmental Officer, supply order will be placed.
- 27. Right to accept or reject tender :** Tendering authority reserves the right to accept or reject any tender including lowest bid or cancel the whole tender process without assigning any reason.
- 28.** For any kind of clarifications /queries regarding tender process bidders may contact with the office of the undersigned during any working days.

  
(SUJIT DAS)  
District Mission Director, (DMD)  
(Dy. Director of Horticulture)  
West District, Agartala.

## **FINANCIAL BID (RATE TO BE QUOTED HERE ONLY)**

### **TO BE SUBMITTED IN SEPARATE SEALED COVER**

**Name of Work :- Supply of 10,000 Nos. of Black Pepper Rooted Cuttings in Polybag.**

**NIT:- No.F.9(22)H&SC/DDH(W)/MIDH/TENDER/2025-26/804**

**Dt. 22/05/2025**

**Name of the Bidder :**

Sl. No	Name of Item	Quantity (Nos.)	Unit	Rate per sapling ( inclusive all Taxes) Rs. P.	TOTAL AMOUNT (inclusive all Taxes) Rs. P.		TOTAL AMOUNT (In Words)
					6	7	
1	Black Pepper Rooted Cuttings in Polybag (As per Technical Specification)	10,000	Nos.				

**Signature of Bidder**