



MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)
HQR: SHILLONG



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No. MBMA (Procurement)-08/2015/781(d), Dated Shillong, the 28th September, 2017

From

Shri. S.M. Sahai, IFS
Additional Project Director, Megh-LAMP
Meghalaya Basin Management Agency

To: _____

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

REQUEST FOR QUOTATIONS FOR VEHICLES

Sir/Madam,

Meghalaya Basin Management Agency, Shillong invites your quotation for the items mentioned above.

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 Quotations is issued. This procurement process will be conducted in accordance with the shopping procurement method contained in the IFAD Project Procurement Guidelines (September 2010) and its Handbook in accordance with the procedures described herein.

The quotations are invited for the following packages. Bidders may bid for both or individual packages, however the evaluation will be done package wise. Bidders interested to bid for both the packages will have to meet the individual requirements of the package/s. Technical specifications are provided at page # 4

Packages	Description	Total Quantity
Package 1	SUV 4WD vehicle	1 no.
Package 2	4WD Pick up	5 nos.

Preparation of Quotations: You are requested to quote for these items by completing, signing and returning:

- the List of Goods and Price Schedule;
- the technical specification as offered along with the product brochures and other product details.
- the documents confirming your eligibility, as listed below;

The standard forms in this RFQ may be retyped for completion but the Bidder is responsible for their accurate reproduction.

Validity of Quotations: The quotation validity required is 180 days.

Sealing and marking of Quotations: Quotations should be placed in a single sealed envelope, clearly marked as **Quotations For The Supply of Vehicles(Package 1 or Package 2) LAMP** as reference above and the Bidders Name.

Submission of Quotations: Quotations along with the supporting documents and should be submitted to the address below within deadline (the date and time) as referenced below.

Date of deadline: 9th October, 2017. **Time of deadline:** 16:00 hrs. (local time).

Address: MBMA Office, MBDA Building, - Meghalaya State Housing Cooperative and Financing Society Campus, Upper Nongrim Hills, Shillong, PIN-793003.

Date of Opening: Quotations will be opened on 9th October, 2017 at 16:30 hrs. (local time) in presence of the bidders who choose to attend. Bidders to make their own arrangements for attending such meeting. No expenses will be paid by MBMA to such effect.

Address for Communication:

Attn: Shri. S. M. Sahai, IFS
Additional Project Director, Megh-LAMP
Meghalaya Basin Management Agency, Shillong

Facsimile:0364-2522921; **Email:**mbdaprocurement@gmail.com

Eligibility Criteria: Bidders are required to meet the following criteria to be eligible:

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

Documents Evidencing Eligibility:Bidders are requested to submit copies of the following documents as evidence of your eligibility.

- a). Valid trading license or equivalent;
- b). Valid certificate of GST registration or equivalent;
- c). Valid dealership documents; bidder must produce the copies of authorized dealership for the respective products offered by them.
- 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 bidders business activities are not suspended or debarred from public procurement by the State Government of Meghalaya or Government of India

Technical Criteria: The specification details the minimum specification of the Goods required. The Goods offered must meet this specification.

Currency: Quotations shall be priced in Indian Rupees only.

Best Evaluated Bid: The best evaluated bid shall be the lowest priced quotation, which is eligible and technically compliant.

Duties and Taxes: Goods imported into India under this project are not exempt from import duties and taxes.

Rates: Bidders to quote separately for items and applicable taxes.

Delivery Schedule: Delivery required should be within 8 weeks from date of Purchase Order. The delivery should be in Shillong at the O/o the Meghalaya Basin Management Agency, MBDA Building, - Meghalaya State Housing Cooperative and Financing Society Campus, Upper Nongrim Hills, Shillong, PIN-793003.

Warranty: Minimum twenty four months from the date of delivery.

Terms of Payment:

Payment shall be made within 30 days against submission of your Invoice and supporting documents following delivery of the Goods.

Eligible Countries: All countries are eligible, unless:

- as a matter of law or official regulation, the Government of India prohibits commercial relations with that country or by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Government of India prohibits any import of Goods from or any payments to, a particular country, person or entity.
- A firm declared ineligible by IFAD

Any resulting contract awarded shall be by placement of a Purchase Order.

Any queries should be addressed to the Project Management Team at the address given above. Please prepare and submit your quotation or inform the undersigned if you will not be submitting a quotation.

Yours faithfully



(Shri. S.M. Sahai, IFS)

Addl. Project Director, Megh-LAMP
Meghalaya Basin Management Agency

STATEMENT OF REQUIREMENTS

List of Goods and Price Schedule

Procurement Reference: _____

We offer to supply the items listed below in accordance with the terms and conditions stated in your Request for Quotations referenced above.

We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified in the Request for Quotations.

The validity period of our quotation is: _____ days/weeks/months.

We confirm that the prices quoted in the List of Goods and Price Schedule are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

The delivery period offered is: _____ days/weeks/months from date of Purchase Order.

CURRENCY OF QUOTATION: _____

Item No	Description of Goods	Quantity	Unit Price [Ex-showroom Shillong]	Current Discounts	Add Special Discounts	Total Price [Ex-Showroom Shillong]
1	SUV 4WD vehicle	1 no.				
	Other additional costs (Registration cost, insurance etc)					
2	Pick up 4WD vehicle	5 nos.				
	Other additional costs (Registration cost, insurance etc)					
TOTAL						

Applicable taxes to be quoted separately.

Quotation authorised by:

Signature: _____

Name: _____

Position: _____

Date: _____

Authorised for and on behalf of: _____

(dd/mm/yy)

Company: _____

Technical Specification

Item No	Item Type	Technical Specification Required	Technical Specifications Offered By the Supplier
1	SUV 4WD	<u>Specifications:</u>	
		Engine Type: 4-cylinder, Diesel Engine	
		Transmission: 5 Speed manual	
		Engine Displacement: 2179 cc	
		Fuel Tank Capacity: 60 litres	
		Drivetrain: Four Wheel Drive 4WD	
		Turning radius: 5.65 metres	
		Front Brake: Disc	
		Rear Brake: Drum	
		Front & Rear Tyres: P235/65 R17	
		Front Suspension: Double Wish-bone type, Independent Front Coil Spring	
		Rear Suspension: Multi Link Coil Spring Suspension with Anti-roll Bar	
		Ground Clearance: 180mm	
		Comfort & Convenience: Power Steering, Power Windows & Air Conditioning	
		Safety: Airbags, Central Locking, Anti Lock Braking System (ABS)	
		Entertainment: Audio System	
		Compliance part – Bharat Stage IV	
2	Pick up 4WD	Vehicle Type: Pickup	
		Seating Capacity : 5	
		Engine: 4-cylinder, Diesel Engine	
		Displacement: 2000 cc to 3000 cc	
		Transmission: 5 Speed manual	
		Max Power: 60 bhp or higher at 2500-4000 RPM	
		Max Torque: 180 nm or higher at 1200-3000 RPM	
		Drivetrain: Four Wheel Drive 4WD	
		Ground Clearance: 180mm - 220mm	
		Fuel Tank Capacity: 50 litres or higher	
		Fuel Type: Diesel	
		Front Brake: Disc	
		Rear Brake: Drum	
		Comfort & Convenience: Power Steering, Heater & Air Conditioning	
		Safety: Dual Side Mirrors, Rear View Mirror, Fog lamp	
		Entertainment: Audio System	
		Compliance: Bharat Stage IV	

PURCHASE ORDER

Meghalaya Basin Management Agency
Meghalaya Livelihoods and Access to Markets Programme (LAMP)

TO:

FROM: MBMA Office, MBDA Building
Meghalaya State Housing Co-operative and Financing Society, Campus
Nongrim Hills, Shillong-793003

Date: _____

PO Number: _____

SUBJECT: *Purchase Order of the [Supply/Purchase] of _____*

Dear Sir/Madam,

We are pleased to accept your offer of the below goods/services *[amend as appropriate]* as per the below detail and as per your attached quotation No _____ dated _____ for the sum of INR _____ and we agree that you supply these goods / perform the services *[amend as appropriate]* on the following conditions:

Item No	Description of Goods	Quantity	Unit Price [Ex-showroom Shillong]	Current Discounts	Add Special Discounts	Total Price [Ex-Showroom Shillong]
1	SUV 4WD vehicle	1 no.				
	Other additional costs (Registration cost, insurance etc)					
2	Pick up 4WD vehicle	5 nos.				
	Other additional costs (Registration cost, insurance etc)					
TOTAL						

1. Warranty/Guarantee period: 24 months
2. Warranty/Guarantee Conditions: The goods are in line with the manufacturer's specifications attached and that they will perform in line with these specifications and the manufacturers guarantee / warranty also attached *[amend as appropriate]*.
3. Delivery conditions: Good must be delivered at the specified address on or before *[day]* from the date of this Purchase Order.
4. Terms of Payment: Payment shall be made within 30 days against submission of your Invoice and supporting documents following delivery of the Goods.
5. Termination of Order: The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract. If after thirty (30) days from the commencement of such informal negotiations, the Purchaser and the Vendor/Supplier have been unable to resolve amicably a dispute arising out of this Contract, either party can take the matter to arbitration in accordance with the laws governing this purchase as prescribed by the Government of Meghalaya.

FOR THE PURCHASER

FOR THE SUPPLIER

Signed, Stamped, delivered by:

Signed, Stamped, delivered by: Name of Supplier

Title: *Additional Project Director*

Title: Representative of *Supplier*

Name of Supplier

Date

Date.....

ATTACHMENTS:

Supplier/Contractor Quotation

Suppliers Product information and brochures

Other relevant informationto be updated