

## TERMS AND CONDITIONS

1. Quotation should be in the form of Two Bids viz., (A) **Technical bid** and (B) **Financial bid**. Both these bids should mandatory be kept in **two separate envelopes**.
2. **These two envelopes should be kept in a single envelop** and sealed and superscribed at the top of the cover “**QUOTATION FOR SUPPLY OF FRUITS AND VEGETABLES FOR PROCESSING AT FPC SHILLONG**” with full address on the left bottom of the envelope and the same should reach the undersigned on or before the date and time mentioned in the Notice. The bidders/ representative are requested to attend during opening of bids.
3. Tender received after the due date and time shall not be entertained. In case of any Gazette holiday falling on the last day of receiving the tender the same will be extended to the next working day *ceteris paribus*.
4. (A) The **Technical Bid** should consist of :
  - i. Applicant cover letter
  - ii. Non-refundable court fee stamp of ₹ 50/- (Rupees fifty) only
  - iii. Either GST Registration /Certificate or Certificate of Incorporation
  - iv. Professional Tax Clearance Certificate/Income Tax certificate
  - v. Copy of PAN Card
  - vi. Valid Trading License for Non-Tribal issued by the KHADC.
  - vii. ST/SC Certificate (if applicable)
  - viii. Annual Turnover for the last 2 years with CA certificate
  - ix. Attach Annexure I with tick mark for the item/s capable of supplying.

4 (B) If the **bidder is a grower**, then the above document (iii to viii) **are NOT required BUT** the grower should submit a self declaration that he grows such fruits/ vegetables indicating the acreage and average annual production and the same to be countersigned by the Agril/ Horticulture officers.

4(C) If the bidder is a grower cum aggregator of fruits and vegetables, then he/she is treated as a supplier and need to submit all documents as required in 4(A) above.

5. The **Financial Bid** should consist of : Item wise price for the item mentioned in the Technical bid and should be quoted separately as per list at Annexure II
6. Financial bid of the technically acceptable offers shall be considered for further evaluation.
7. Rate quoted should be in **Indian Rupee and F.O.R at Govt. Fruit Preservation Centre, Shillong**.
8. The quoted rate should be inclusive of all taxes (if any) and charges.
9. Fruits must be well matured /good quality garden fresh, free from diseases and blemishes. Inferior quality will be rejected. Fruit sizes and stages should be as per specification given Annexure I.
10. Fruits should be supplied within 2 days of the harvest and firmness of the fruits to be tested with penetrometer. Fruits that don't meet requirement will be rejected.
11. Successful Suppliers/growers will have **to supply the fruit as per date duly fixed by the ADH(FP), Shillong** and should be supplied during office hours in the presence of technical staff.
12. Rate should be quoted per kg but fruits like Pineapple, Orange and Lemon rate should be quoted in Nos.

13. The Tender Committee reserve the right to accept or reject any or all Quotations without any reason thereof.
14. Acceptance/cancellation of the quotations will depend solely on the discretion of the Tender Committee and it is not bound to accept the lowest quotation if found unsuitable
15. After opening of Quotations if it is detected that the rates quoted are not reasonable, the Tender Committee reserves the right to go for negotiation.
16. The Applicant cover letter should contain the following information viz. Legal name of firm/institution/company or a grower with address, registered office, contact person's phone number/ mobile number/fax number/ e-mail.

**Sd/-**  
**Officer on Special Duty (OSD)**  
**Directorate of Food Processing, Shillong**

**Annexure-I**  
**Specifications for different Fruits/Vegetables**

Sl.no	Particulars	Specifications
1.	a)Pineapple (Big)(Green)	¼ of fruits should be orangey yellow having diameter of fruit atleast ≥ 12cm.
	b)Pineapple (Big)(Ripe)	Half yellow fruit having diameter of fruit atleast ≥ 12cm.
2.	a) Pineapple (Small) (Green)	¼ of fruits should be orangey yellow having diameter of fruit not less 9-12cm.
	b)Pineapple (Small) (Ripe)	Half yellow fruit having diameter of fruit not less 9-12cm.
3.	Orange (Khasi Mandarin)	Bright orange ripe fruits with firm texture. Fruits should be atleast 6-7 cm in diameter. Average weight 120-150g.
4.	Carambola	Fully ripe fruits (Yellow colour) but firm texture. Fruits should be atleast 4-5 cm in diameter.
5.	Sohiong	Ripe fruits but firm texture. Fruits should be atleast 2-3 cm in diameter.
6.	a) Peach (Golden Flesh) Green Mature	For canning fruits should be green matured and firm. Fruits should be atleast 5-6cm in diameter.
	b) Peach (Golden Flesh) Riped	Well riped fruits, firm with no signs of rotting.
7.	Plum fruit	For canning fruits should be matured, firm with uniform shape and size with no signs of rotting
8.	Passion fruit	Fully ripe fruits with average size of 4 to 5cm in diameter weighing about 37-50 g.
9.	(a) Pear fruit (Local)	Fruits should be matured and firm with no signs of rotting.
10.	(b) Pear fruit William	Fruits should be green matured and firm with no signs of rotting.
11.	Strawberry	Bright red ripe fruits with no signs of rotting. Average wt. of fruit 13-15gm
12.	a)Sophie fruit(green)	For Pickle: Green matured fruits and should be almost of equal size with no signs of rotting
	b)Sophie fruit(Ripe)	For Juice: Fully riped fruits without any signs of rotting.
13.	Guava fruit	Fully ripe fruit, less seeds more pulp with no signs of rotting
14.	Litchi fruit	Fully riped fruit with no signs of rotting. Average size of fruit 3-4 cm in diameter. Weight of fruit 18-30 gm.
15.	Green Mango	Green and tender fruit with average size 4-5 cm with no signs of rotting.
16.	Sohshang	Matured but green fruits having equal size and shape with no signs of rotting.
17.	Lemon fruit/Lime	Matured, juicy fruit average size of 3.5-4cm in diameter.
18.	a)Green Chilli	Well matured green aachar chilli without signs of rotting.
	b)Red Chilli	Fully riped red aachar chilli without any signs of rotting.
19.	Bamboo shoot	Freshly harvested, Peeled tender shoots with preferably good size.
20.	a) Jackfruit(Tender)	Tender fruit (immature) with uniform size, fruit should develop seeds which is still soft. light green in colour fruit.
	b)Jackfruit(Ripe)	Full ripe fruit with yellow pulp and without any signs of rotting.
21.	Ginger	Well-formed rhizome, free from rotting and less fibrous variety
22.	Carrot	Tender,uniform shape and size. Should not be fibrous.
23.	Cauliflower	Well-formed curd, matured with no rotting.
24.	Gooseberry (Amla)	Uniform size having average wt. of 4-6 gm, 1.4- 1.6cm in diameter.
25.	Tomato	Uniform red colour, smooth surface, free from wrinkles, small core, less seed, firm flesh, uniform ripening with no signs of rotting.
26.	Kiwi fruit	Proper riped uniform size fruits with no signs of rotting. Fruits should not be of good size.
27.	Semi-processed Bamboo shoot	Finely chopped bamboo shoot semi processed in salt concentrate and stored not more than 15 days. Mixture of mature part of bamboo shoot shall not be accepted.

**Annexure-II**

**Format for Quotation of Rate**

Price in INR (₹) (No overwriting allowed)

Sl.no	Particulars	Unit	Quoted Rate in ₹
1.	Pineapple (Big)(Green)	Per pc	
	Pineapple (Big)(Ripe)	Per pc	
2.	Pineapple(Small) (Green)	Per pc	
	Pineapple (Small) (Ripe)	Per pc	
3.	Orange (Khasi Mandarin)	Per pc	
4.	Carambola	Kg	
5.	Sohiong	Kg	
6.	a) Peach (Golden Flesh) Green Mature	Kg	
	b) Peach (Golden Flesh) Riped	Kg	
7.	Plum fruit	Kg	
8.	Passion fruit	Kg	
9.	(a) Pear fruit (Local)	Kg	
10.	(b) Pear fruit William	Kg	
11.	Strawberry	Kg	
12.	a)Sophie fruit(green)	Kg	
	b)Sophie fruit(Ripe)	Kg	
13.	Guava fruit	Kg	
14.	Litchi fruit	Kg	
15.	Green Mango	Kg	
16.	Sohshang	Kg	
17.	Lemon fruit/Lime	Per pc	
18.	a)Green Chilli	Kg	
	b)Red Chilli	Kg	
19.	Bamboo shoot	Kg	
20.	a)Jackfruit(Tender)	Kg	
	b)Jackfruit(Ripe)	Kg	
21.	Ginger	Kg	
22.	Carrot	Kg	
23.	Cauliflower	Kg	
24.	Gooseberry (Amla)	Kg	
25.	Tomato	Kg	
26.	Kiwi fruit	Kg	
27.	Semi-processed Bamboo shoot	Kg	

Name of grower/Supplier/firm etc:

Signature:  
Seal