

GOVT OF ODISHA
Directorate of Scheduled Castes & Scheduled Tribes
RESEARCH & TRAINING INSTITUTE (SCSTRTI),
CRPF Square, Bhubaneswar-751003, Odisha,
Email Id- scstrti@yahoo.co.in Telephone No.0674-2563649/2563645

No. 2010/M-04/24

Dated: 04/07/2024

QUOTATION CALL NOTICE

SCSTRTI, Bhubaneswar invites sealed quotations from reputed Agencies/Firms fulfilling the eligibility criteria and terms & conditions as outlined in **Annexure-II** for the procurement of plants and planting materials as detailed in **Annexure-III**, for the beautification & landscaping of the surrounding areas of Odisha State Tribal Museum within the SCSTRTI Campus.

Submission and Opening of Quotation will be as per following dates mentioned below.

Availability of Quotation documents in the website of SCSTRTI:	05/07/2024 to 25/07/2024
Last date and time for submission of bid:	25/07/2024 (5:30 PM)
Date and time of opening of bid:	26/07/2024 (03:00 PM)

The interested Suppliers/Agencies are required to submit the necessary documents in the prescribed format along with their offer rates in sealed covers, addressed to the Director, SCSTRTI, in the presence of the members of the procurement committee and representatives of the bidder firms.

Complete quotations must be submitted via Registered post/ Speed post only. Detailed information regarding the Quotation Call Notice are available on the SCSTRTI website (www.scstrti.in) & Govt. website www.odisha.gov.in .

Quotations that are incomplete or received after the stipulated timeline are subject to rejection. The Authority reserves the right to alter/cancel any terms of the Quotation Call Notice without assigning any reason thereof.

Sd/-
Director

Memo No. 2011

Dated. 04 .07.2024

Copy to Notice Board of ST & SC Dev. M. and BCW Department / SCSTRTI / ATLC and Head Portal Group Secretariat IT Centre, Bhubaneswar.

Sd/-
Deputy Director (Admn.)

Particulars of the Bidders

Sl. No.	Information Sought	Details to be Furnished
1	Name of the Bidding Agency	
2	Address of the Agency	
3	Incorporation status of the Agency (Public limited / Private limited, etc.)	
4	Year of Establishment	
5	Date of Registration	
6	Registration Number	
7	Details of Registration with appropriate authorities for GST	
8	Name, Address, E-mail ID, Phone nos. and Mobile Number of Contact Person	
9	Roles & Responsibilities of Contact Person	

Seal & Signature of the Bidder

**PROCESS OF APPLICATION, ELIGIBILITY CRITERIA
AND OTHER TERMS & CONDITIONS**

1. Only bidders who meet the qualifying requirements mentioned below shall submit bids.
2. The bidding firm should be a GST-registered firm or agency located in or around Bhubaneswar.
3. The bidder/firm/agency should have a Valid GST Registration and PAN with up-to-date GST & Income Tax clearance certificate. (A copy of these documents should be submitted along with the technical bid documents).
4. A non-refundable processing fee of Rs.1000/- should be submitted in the form of a Banker's cheque/Demand Draft drawn in favor of Director, SCSTRTI, Bhubaneswar, from any Nationalized bank.
5. A Demand Draft worth Rs.10000/-, drawn in favor of the Director, SCSTRTI, towards EMD from any Nationalized bank, should be submitted along with the sealed quotation. This amount will be returned to the unsuccessful bidders after the selection process.
6. The EMD will be returned to the successful bidders after the contract period is over.
7. Interested agencies should have a minimum of five years of experience in supplying plants & planting materials to Government/reputed organizations. (Copy of supply orders must be submitted with the technical bid).
8. There shall be no compromise with the quality of materials regarding the supply of plants and planting materials.
9. Any exemptions claimed must be supported with Government orders/circulars, etc.
10. Agencies must submit an undertaking indicating that the agency has not been blacklisted in the past.
11. SCSTRTI will not be responsible for delay in transit or damage or loss of documents sent by post.
12. The bidding firms should submit their bid in two separate sealed envelopes on or before the due date.
 - a. Envelope ONE marked in bold as “Technical Bid” shall contain all supporting documents to ascertain the eligibility of the firm to participate in the bidding process.
 - b. Envelope TWO marked in bold as “Financial Bid” shall contain a detailed schedule of prices for the proposal as per Annexure-III.
 - c. Both sealed envelopes need to be put in one large envelope which should be superscripted as **‘Quotation for procurement of plants and planting materials’**. The envelopes are to be addressed to the Director, SCSTRTI, CRPF Square, Bhubaneswar -751003.
13. An Internal Selection Committee under the Chairmanship of the Director, SCSTRTI, will scrutinize all the bids on the scheduled date. The bids of the bidders qualified in the technical bidding will be considered for the financial/final bidding process. The committee will select the L1 firm(s) based on the price quotes, who will be offered a letter of contract.
14. The Director, SCSTRTI reserves the right to change, modify, or cancel any clause or the entire tender process without assigning any reason thereof.
15. The initial contract period for supply will be one year, extendable based on mutual consent and satisfactory performance.
16. Supply orders will be placed as and when required for the beautification of the campus.
17. GST claims will be separately made in the bill after delivery of the products.
18. The bidder shall submit a statement on Annual Turnover of Rs.50 lakh and above per year for the last 3 years.

ANNEXURE-III

Details of plants & planting materials, equipment for 2024-25

Sl. No.	Description of the Materials	Unit	Rate
1	Lawn Grass (Joycia)	Sqft	
2	Lawn Grass (Baya)	Sqft	
	Lawn Grass (Maxsican)	Sqft	
3	Crotton with pot (10")	One	
4	Fycus (2 yrs old)	One	
5	Bougainvilla (one year in poly pack)	One	
6	Elephant (Cement pot Big), Topiary	One	
7	Elephant (Cement pot Small), Topiary	One	
8	Bansai plant (3 yrs& above)	One	
9	Deer (big) Topiary welgrown	One	
10	Deer (small)	One	
11	Squrrel Topiary welgrown	One	
12	Hanging pots	One	
13	Horse (Big) Topiary wel grown	One	
14	Peacock (Big) Topiary wel grown	One	
15	Peacock (Small) Topiary wel grown	One	
16	World cup Topiary Wel grown	One	
17	Duck Topiary Wel grown	One	
18	Fabricated Topiary stand 6 fit	One	
	Fabricated Topiary Stand 5 fit	One	
19	Ziraf Topiary (10") 5 yrs old	One	
20	Bonsai plant (Different variety, 2 yrs Old)	One	
21	Red Musanda (20" pot 2 yrs, old)	One	
22	Red Musanda (12" pot 1 yrs, old)	One	
23	White Musanda (10" pot 1 yr old)	One	
24	Fishtail palm (salap) 5 yrs. old	One	
	Fishtail palm (salap) 2 yrs. old	One	
25	Bottle Palm 5 yrs. old	One	
	Bottle Palm 2 yrs. old	One	
26	Crotton Bangalore variety 2 yrs. Old in 20" pot	One	
27	AI monda yellow and white dwarf	One	
28	AI monda yellow and white criper	One	
29	Garden soil	200 Cft./5.66 Cmm	
30	Cow dung manure	200 Cft./5.66 Cmm	
31	Wheel Barrow Galvanized box with 2 wheel, Road Capacity 220 kg, volume 90	One	
32	Wheel Barrow metal frame with heavy dty plastic box with 2 wheel, volume 140 ltr, Load capacity	One	
33	Neem oil cake	25 kg Bag	

Sl. No.	Description of the Materials	Unit	Rate
34	Mustard Oil cake	50 kg Bag	
35	Rogar	100 ml	
36	Blitox/Copper Oxichloride 50%	500 gm	
37	Monocrotophos	100 ml	
38	Zolone	250 ml	
39	Phorate 10 G	1 kg	
40	Furadon 3 %	1 kg	
41	Mythyl Parathion	1 kg	
42	Classic 20	1 ltr	
43	Glyphos Dakar	100 gm	
44	Indofil M 45	500 gm	
45	Inca 1000 seeds	One pkt	
46	Salvia (dwarf) 1000 seeds	One pkt	
47	French Marigold 1000 seeds	One pkt	
48	Petunia Single 1000 seeds	One pkt	
49	Petunia double 1000 seeds	One pkt	
50	Zinnia Benery Giant Mix 1000 seeds	One pkt	
51	Seeds Dahlia 1000 seeds	One pkt	
52	Dahlia Seedling General Variety	One	
	Dahlia Seedling Boss Brand Named Variety	One	
53	Chrysanthemum seedling General variety	One	
	Chrysanthemum seedling boss Brand Named Variety	One	
54	Gladoly bulb	One	
55	Lilium Bulb Canted Lilium Bulb	One	
56	Cochia Seedling in Poly Pack	One	
57	Vinica Seedling in Poly Pack	One	
58	Falcon Secateur M2	One	
59	Garden Pipe ¾” size 30 Mtr Coil Oriplast	One coil	
60	Garden Pipe 1” size 30 Mtr Coil Oriplast	One coil	
61	Earthen Pot 12”	One	
62	Earthen Pot 10”	One	
63	Decorated pot 12”, 10”, 8”	One	
64	Balsam 1000 seeds	One pkt	
65	Brass Sprinkler with Stand	One	
66	Napska sprayer 16 LtrKass	One	
	Napska sprayer 5LtrKass	One	
67	Moss Grass	1 kg	
68	Electrical Lawn Mower 1 HP	One	
	Electrical Lawn Mower 2 HP	One	
69	Grass Cutting Sword	One	

Sl. No.	Description of the Materials	Unit	Rate
70	Repairing of electrical lawn mower	One	
71	Repairing of bush cutter	One	
72	Repairing of starter of submersible pump	One	
73	Fabrication and supply of electrically operated lawn mower equipped with 1 HP singlephase motor starter and 30m.cable etc.	One	
74	Seasonal flowering in polypack (8")	One	
75	Seasonal potted flowerings	One	
76	Flowering shrubs of different varieties in polypack	One	
77	Seasonal seedlings of different flowering varieties	Per 100	
78	Polythene sheet for poly house	Per running mtr	
79	Moss stick for decorative plants	One	
80	Orchids of different varieties	One	
81	Medicinal herbs in poly pack	One	
82	Rooted hormone	Per 100 gm	
83	Bush Cutter	One	
84	Poensedia different variety with pot	One	
85	Hibiscus (Hybrid, Tissue culture)	One	
86	Flower Bouquet with orchids, liliun, roses, Zorbera etc	One	
87	Flower Decoration for meeting table	One	
88	Dianthus Hybrid sheed	Per pkt.	
89	Antrinium Hybrid dwalf	Per pkt.	
90	Zeranium	Per pkt.	
91	Verbena	Per pkt.	
92	Impesence	Per pkt.	
93	Salvia (tall) 1000 seeds	Per pkt.	
94	Salvia (mix)	Per pkt.	
95	Transportation by truck with loading and unloading	Per trip	
96	Fabricated pergola (8'height, 5' width)	Per each	
97	Urea	50 kg bag	
98	DAP	50 kg bag	
99	MOP	50 kg bag	
100	N:K:P (Mixed fertilizer)	50 kg bag	
101	Vermi Compost	Qntl.	
102	Neem Oil	100 ml	

Sl. No.	Description of the Materials	Unit	Rate
103	Sand	Per tractor	
104	Brickred weather coat paint	100 kg	
105	Cocopit	25 kg bag	
106	Lawn mower Blade	Piece	
107	Bamboo stick 3' height	100 pc	
108	Newguinia Potted flowering plant	Per pot	
109	Chrysanthemum Non-Pinch 10" pot	Per plant	
110	Chrysanthemhm decorative variety in 6" plastic pot	Per plant	
111	Repairing of galvanized G.I Trolly	Per trolley	
112	Different varieties of Indoor show plants in plastic pot (Agloroma, Dracena, Anthorium, Oxygen Plant etc.	Per plant	
113	Stone bench (size-3'ft x 2'ft x 2.5'ft height)	Per bench	

Seal & Signature of the Bidder