

STANDARD BIDDING DOCUMENTS

Supply of Grocery Items



Samtse College of Education

Samtse, Bhutan

2019



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བསམ་ཅེ་ཤེས་རིག་མཁོ་རིམ་སློབ་གྲྭ།

Royal University of Bhutan
Samtse College of Education



"You cannot give what you do not have." **Druk Gyalpo**

Ref: Ref: 37/SCE-Quot/2019-2020/ 004

Date: 31.05.2019

The General Manager
Advertisement Division
Kuensel Corporation
Thimphu

Sir

I would appreciate if you could kindly publish the following notice inviting tender in your newspaper of 5th June, 2019 and the bill may be sent to us for payment.

SAMTSE COLLEGE OF EDUCATION
NOTICE INVITING TENDER

Samtse College of Education under Royal University of Bhutan is pleased to invite sealed tender from eligible license holders for the supply and services of following items for fiscal year 2019-2020.

Sl.No	Particulars
1	Supply of Stationary items
2	Supply of Hardware, Electrical & Plumbing items
3	Supply of Games & Sport items
4	Supply of IT equipments & Accessories
5	Science Laboratory equipments and chemical
6	Running College Canteen
7	Supply of Vegetables and Grocery items
8	Supply of Library Books
9	Peling Bookshop

The bidding documents can be downloaded from College website (www.sce.edu.bt). The last date for submission of tender is 5th July, 2019 at 12 pm and it will be opened on the same day at 2:30PM

PRESIDENT

Yours sincerely,

(Rinchen Dorji, PhD)

PRESIDENT

Copy to:

1. Office copy
2. Finance Officer



: 05 365391(Director General) 365274 (Adm) 365273 (Office) 365363 (Fax) P.O Box No. 329

Visit us at www.sce.edu.bt



Supply of Grocery Items -2019-2020

1	Package	07
2	Quotation	Supply of Grocery Items
4	Last Date of Submission	5th July 2019 at 12.00PM
5	Date of opening	5th July 2019 at 02:30PM
6	Place of Submission	Office of Procurement Officer
7	Place of opening	Conference Hall, SCE
8	EMD	Nu. 50,000 (Fifty Thousand only) For Vegetables.

Supply of Grocery Items -2019-2020

TERMS AND CONDITIONS FOR SUPPLY OF GROCERY ITEMS

1. The contract agreement shall be valid initially for a period of one year and No appeal will be entertained till the expiry date of the contract.
2. The quotation should be accompanied by the valid trade license issued by the Ministry of Economic Affairs and Tax clearance Certificate issued by the Department of Revenue and Custom, Royal Government of Bhutan, as enclosure. Quotation without valid trade license and tax certificate as enclosure shall be rejected.
3. The tender shall be accompanied by an application to The President, Samtse College of Education.
4. Sealed envelope containing the quotation shall be marked **Original** and **Duplicate** in the separate envelopes. The quotation shall be opened in the conference hall, Samtse College of Education on 5th July, 2019 at 2.30 pm.
5. The rate quoted shall be valid for a period of 12 months from the date of quotation and 2% of TDS will be deducted as per the existing rules.
6. The rate quoted shall be inclusive of all taxes and FOR, Samtse.
7. The quotation or price list of the Grocery items will be part of this contract agreement and will be valid for period of 12 months. The contractor will supply only such items specifically approved by the Mess Management Committee.
8. The supplier have to deliver the Grocery Items at the college on stipulated time and day that is on Sunday, Friday and Wednesday at 12 Noon BST.(Depending on the mess demand) The goods must be handed over in presence of Mess Secretary and Coordinating councillor.
9. The Purchaser shall not be responsible for any loss or damage or any undue incident occurred during the transportation. Supplier will be fully responsible for making them good at his own cost.
10. The Contractor shall be responsible for the quality of the vegetable supplied and for the service and the items should meet the quality requirement specified by the mess secretary.

Supply of Grocery Items -2019-2020

11. Payment will be released on a monthly basis after submission of bill duly certified by mess secretary and coordinating councillor. If the college vehicle is used for lifting the goods, the amount of Nu 80/-per trip shall be deducted from the bill.
12. If the supplier fails to supply the required quality and quantity of the goods, the College Administration will forfeit the earnest money and terminate the contract without any explanation and supply order will be given to next evaluated lowest bidder.
13. The Contractor will deposit with College administration a sum of Nu. **50,000(Fifty Thousand Only) for Grocery** in the form of cash warrant/demand draft and unconditional bank guarantee in favour of The President, Samtse College of Education. Quotation without earnest money shall be rejected.
14. For termination of this agreement **two months' notice will be required from either side** in writing. The Contractor shall vacate the licensed premises peacefully after the expiry of the licensed period and/ or earlier if desired by Mess Management Committee and shall hand over the same to the authorised officer of the College administration.
15. The performance security retained with the College shall be refunded to the concerned supplier after the completion of the supply of the goods.
16. The prizes quoted are applicable for all the programme of the college such as B.ED, PgDE, PgCHE and PgDGC etc.
17. In case of any dispute the matter shall be referred to the Office of PRESIDENT and his decision will be final and binding on the Contractor.
18. The decisions taken by the College Management Committee shall be final and binding.
19. In addition to the terms and condition mentioned above, all other relevant regulation of the Procurement Manual 2009, Shall be applied, where specific mention is not made.

Supply of Grocery Items -2019-2020

SL.NO	PARTICULARS	SPECIFICATION/ BRAND	UNIT	RATE
1	Rice		Per Kg	
2	Red Rice		Per Kg	
3	Dhal		Per Kg	
4	Milk Powder		Per Kg	FCB
5	Krem-top		Per Kg	
6	Tea Leaves		Per Kg	
7	Amul Butter		Per Kg	FCB
8	Amul Cheese		Per Kg	FCB
9	Steel wool		100gm	
10	Dry Motar		Per Kg	
11	Chilli Powder	Sun Rise	Per Pkt	
12	Haldi Powder	Sun Rise	Per Pkt	
13	Jerra Powder	Sun Rise	Per Pkt	
14	Meat Masala	Sun Rise	Per Pkt	
15	Vegetable Masala	Sun Rise	Per Pkt	
16	Garam Masala		Per Pkt	
17	Salt (Iodised)		Per Kg	
18	Sugar (Good Quality)		Per Kg	FCB
19	Washing Powder		Per Kg	
20	Taste Maker		Per 250gm	
21	Tomato Sauce		Per 700gm	
22	Papad		Per Pkt	
23	Finge		Per Pkt	
24	Soya Bean Sauce	Classic	700 gm	
25	Neutrla		Per Kg	
26	Paneer		Per Kg	