

# EXPRESSION OF INTEREST

FOR

## Selection of Agency for supply of Fish Feed under OPDC Ltd.



ISO 9001 : 2015

ଓଡ଼ିଶା ମତ୍ସ୍ୟଚାଷ ଉନ୍ନୟନ ନିଗମ ଲି.ଠ.

**ODISHA PISCICULTURE DEVELOPMENT CORPORATION LIMITED**

(A Government of Odisha undertaking)

D', Nayapalli, Bhubaneswar-751012, web site:- <http://opdc.odisha.gov.in>

Email i.d- [mdopdc@rediffmail.com](mailto:mdopdc@rediffmail.com) [Tel:- 0674- 2393522](tel:0674-2393522)



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**ODISHA PISCICULTURE DEVELOPMENT CORPORATION LIMITED**

(A Government of Odisha undertaking)

**No.**

**Date:29.01.2024**

**EXPRESSION OF INTEREST**

for

**Selection of Agency for supply of Fish Feed to OPDC Ltd.**

OPDCL invites sealed bids under two-bid system from reputed, registered and experienced Suppliers/ Firms for selection of Agency for supply of Fish Feed to OPDC Ltd. Bidders fulfilling the prescribed eligibility criteria of the EOI can access and download the complete EOI Document and other details from [www.opdc.odisha.gov.in/odishafisheries.nic.in](http://www.opdc.odisha.gov.in/odishafisheries.nic.in)  
The bid calendars under the end to end process are:

Sl.	List of Key Events	Critical Dates
1.	Date of Issue of Tender Call Notice	<b>29.01.2024</b>
2.	Last Date for Submission of Bid	<b>08.02.2024 ,12Noon</b>
3.	Date of Opening of Technical Bid	<b>08.02.2024, 1PM</b>
4.	Date of Opening of Financial Bid	<b>08.02.2024,1 PM</b>

The bid complete in all respects must reach the undersigned by **Speed Post/ Registered Post/Drop in the Tender Box** only latest by **08.02.2024 ,12Noon** in a sealed envelope clearly mentioning on the top of it “Empanelment of Agency for supply of Fish Feed to OPDC Ltd.”.

The Bid processing fee Rs. 5000/- + GST 18% = Rs. 5,900/- in shape of Banker’s Cheque / DD in favour of MD OPDC Ltd drawn in any scheduled commercial; bank payable at Bhubaneswar.

The proposals received beyond the last date and time will be rejected. The authority reserves the right to reject any/ all proposals without assigning any reason thereof.

**Sd/-**

**Managing Director**

**CC:** To the Notice Board of OPDC Ltd and webhosting of the same in OPDC/ DoF website for wide publicity.

# **SECTION-1**

## **INSTRUCTIONS TO BIDDERS**

1. The OPDC Ltd., Govt. of Odisha requires the service of reputed, well established, financially sound and registered Suppliers/ Firms for Empanelment of Agency for supply of Fish Feed under OPDC Ltd.
2. The contract for aforesaid empanelment will be for a period of one year initially from the date of commencement of contract. The period of the contract may be further extended as per the requirement of the client. The OPDC, however, reserves right to terminate this initial contract at any time after giving 15 days notice to the empaneled agencies.
3. **The various critical dates relating to the above tender are cited as under:**

<b>Sl.</b>	<b>List of Key Events</b>	<b>Critical Dates</b>
1.	Date of Issue of EOI Notice	<b>29.01.2024</b>
2.	Last Date for Submission of Bid	<b>08.02.2024 ,12Noon</b>
3.	Date of Opening of Technical Bid	<b>08.02.2024, 1PM</b>
4.	Date of Opening of Financial Bid	<b>08.02.2024,1 PM</b>

4. **Mode of Supply:** The tenderers should note that the bidder shall quote their price per Kg. After empanelment of the agency they shall supply the item as per the requirements indented from the beneficiaries. They shall supply the item directly to the beneficiaries under the supervision of the District Fisheries Officers or any designated officer.
5. The beneficiaries shall inform their requirement of the item and brand whatever the unit price , the supplier shall supply the item accordingly and payment shall be made by the beneficiaries.
6. The EOI has been invited under two bid system i.e. Technical Bid and Financial Bid. The interested agencies are advised to submit two separate sealed envelopes superscribing “ **Technical B i d a n d “Financial Bid** super-scribing” **Empanelment of Agency for supply of Fish Feed under OPDC Ltd.**
7. The cost of bid processing Rs. 5000/- + GST 18% = Rs. 5,900/- in shape

- of Banker's Cheque / DD in favour of MD OPDC Ltd drawn in any scheduled commercial; bank payable at Bhubaneswar.
8. The tender paper shall be duly typed or hand written by ink so as to make it legible and fill in prescribed Tender Papers. There should be no erasing, overwriting etc. If there are any corrections those should be made clearly and duly signed by the tenderer. Tenders are necessarily to be furnished in the prescribed tender paper only otherwise they are liable to be rejected.
  9. Rates should be quoted strictly in accordance with the particulars specifications wherever mentioned in the tender paper while quoting the rate should mention the specifications and also make, model and brand of the materials, which they can supply.
  10. The tenderer should note that if placed with orders for supply, they will have to effect supply in strict accordance with the specifications quoted and approved, within the time limit mentioned in the supply order. However the purchase order date line is to be strictly adhered.
  11. The above date line may be changed as per the requirement of the Corporation. The items will be supplied as per order issued by the Corporation.
  12. The tenderers should note that the bidder shall quote their price per Kg. After empanelment of the agency they shall supply the item as per the requirements indented from the beneficiaries.
  13. The rates quoted shall be inclusive of GST & Transportation Cost. Cost shall be determined for each category separately. The bidder shall propose their financial bid as per the above prescribed format. The bidder is not appreciated to adopt self styled terms & conditions in the Bid.
  14. If any tenderer requires any clarification on the above terms and conditions he/she may obtain clarifications personally from the undersigned or any Concerned officer of Odisha Pisciculture Development Corporation Ltd. on any working day during office hours and on that ground no extension of time will be allowed.
  15. EOI Bid Validity: The Bid shall remain valid for a period not less than 90 days after the date line for submission of EOI.
  16. The competent authority of OPDC Ltd. reserves the right to reject all bids / terminate the tender process without assigning any reason thereof.

17. Joint Venture/ Consortium/ Sub Contracts are not allowed.
18. The conditional bids shall not be considered and will be out rightly rejected in very first instance.
19. In the event of any dispute arising in respect of the clauses of the agreement the same shall be resolved through negotiation. Alternatively the dispute shall be referred to the next higher authority or controlling officer for his decision and the same shall be binding on all parties.
20. All disputes shall be under the jurisdiction of the court at the Bhubaneswar.
21. Dispute Resolution: All the disputes if any arouses shall be resolved/ disposed by the MD, OPDC Ltd.
22. In case the bidders withdraw their bid after opening of the bid shall be debarred from participating for one year in any type of tender process of OPDC. The Government Guideline if any shall be taken care of accordingly.
23. Tenders duly filled in the prescribed tender paper shall be sent in sealed cover to the Managing Director, Odisha Pisciculture Development Corporation Ltd., D-Nayapalli, Bhubaneswar-751012 by name and super scribed Empanelment of agencies for **supply of fish feed under Odisha Pisciculture Development Corporation Ltd. at the top left hand corner of the envelop.**

## SECTION-II

### SELECTION CRITERIA

#### Minimum Eligibility: Technical Requirements

The bidder should fulfill the following technical Qualifications to participate in the tender process: Absent of the following documents will be treated as Non-responsive.

Sl	Technical Requirements	Documents to be attached with the EOI
1.	The Bidder must be registered Supplier/ Company/Dealer	Valid up to date registration certificate
2.	The bidder must be registered with GST, PAN	GST and PAN document
3.	up-to-date IT return for three years as on 31.03.2023	IT return for three years as on 31.03.2023
4.	Average Annual Turnover during last three financial years (as per the last published Balance sheets), should be minimum Rs 20 lakh (Rupees Twenty Lakh) only as on 31.03.2023.	Copy of the Audited Balance sheet and Profit & Loss Account to be attached. Provisional audit certificate will not be considered.
5.	The bidder must have at least one similar supply assignments during last three years as on last day of submission of bid.	Copy of work order/ Purchase order/ Contract mentioning order value.
6.	the bidder has not been blacklisted/ debarred by any Central / State Government (Central/State Government and Public Sector)	Affidavit must be submitted on original letter head of the bidder with signature and stamp
7.	Sample of each fish feed	Must mention brand / company/Protein & Fat % of the product/ sample materials.
8.	Bid Processing Fee (Non-Refundable)	INR 5,900/- (Rupees Five Thousand Nine Hundred only) (including GST) in the form of demand draft / BC drawn in favor of "MD OPDC Ltd " drawn in any Scheduled Commercial Bank payable at Bhubaneswar.

## Method of selection and Empanelment

- **Financial proposal shall be considered those who are eligible in minimum requirement.** The financial proposal should be submitted in the format mentioned in the Bid document.
- The Financial Proposals shall be opened in the presence of the committee members and bidders' representatives who choose to attend.
- The firms shall be empanelled who are technically eligible.
- The firm shall quote their price against each fish feed mentioning the Brand / Company of the product.
- The sample of item may be tested in the Laboratory if decided by the competent authority. The sample test may be a part of eligibility criteria if urgency arises.

## **SECTION - III**

### **SPECIFICATIONS**

Sl. No.	Feed Category	Specification	Minimum Protein %	Minimum Fat %
1	Floating Fish Feed	Feed Size: 4 mm	20-22%	3-4%
2	Floating Fish Feed	Feed Size: 4 mm	24-28%	3-5%
3	IMC Brood Feed(Floating)	Feed Size: 4 mm	28-30%	3-5%
4	Mass Feed	-	40%	4-5%

**SECTION-IV**  
**APPLICATION: TECHNICAL BID**

- i. Name of the Firm: \_\_\_\_\_
- ii. Details of Cost of Bid processing DD/BC No. \_\_\_\_\_ date \_\_\_\_\_ of Rs. \_\_\_\_\_  
drawn on Bank \_\_\_\_\_
- iii. Full Address of Registered Office:  
\_\_\_\_\_

- iv. Telephone No. : \_\_\_\_\_ Fax No.: \_\_\_\_\_
- v. E-Mail Address : \_\_\_\_\_
- vi. Full Address of Operating / Branch Office:  
\_\_\_\_\_

- vii. Telephone No. : \_\_\_\_\_ Fax No.: \_\_\_\_\_
- viii. E-Mail Address : \_\_\_\_\_
- ix. Income tax return for three years as on 31.03.2023
- x. PAN. (Attach attested copy):
- xi. GST Registration No. (Attach attested copy):
- xii. Financial Turnover of the tenderer for the below mentioned Financial Years :

Financial Year	Amount (in lakhs)	Remarks, if any
2020-21		
2021-22		
2022-23		
Average turn Over		

- xiii. Additional information, if any (Attach Separate Sheet if space provided is insufficient): Give details of the similar contracts handled by the tender during the last three years as on last date of submission of bid in the following format.  
(if the space provided is insufficient, a Separate Sheet may be attached)

**DECLARATION**

I, Shri Son/Daughter/Wife of Shri., \_\_\_\_\_ Proprietor/ Director, Competent to sign this declaration and execute this EOI Document; I have carefully read and understood all the terms and conditions of the EOI and undertake to abide by them. The information / documents furnished along with the EOI application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my / our tender at any stage besides liabilities towards prosecution under appropriate law.

**Signature of the Authorised Representative**

Name: Seal:

Date:

**SECTION - V**  
**COVERING LETTER: FINANCIAL BID FORMAT**

Lt No-

(Date)

To,  
Managing Director  
OPDC, Ltd,  
D-1, Nayapalli, Bhubaneswar  
, Odisha

Dear Sir/Madam,

**Sub:** Selection of agencies for supply of Fish Feed under OPDC Ltd.

Having examined the EOI documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide the services as required and outlined in the EOI. .

To meet such requirements and to provide services as set out in the EOI document, we attach hereto our response as required by the EOI document, which constitutes our proposal.

We undertake, if our proposal is accepted, to adhere to the terms and conditions put forward in the EOI or any such adjustments as may subsequently be mutually agreed between us and OPDC or its appointed representatives.

We agree for unconditional acceptance of all the terms and conditions set out in the EOI document as also in the contract to be signed with OPDC Ltd. for provision of Manpower services.

We confirm that the information contained in this proposal or any part thereof, including its exhibits, schedules and other documents and instruments delivered or to be delivered to the OPDC Ltd. is true, accurate and complete. This bid includes all information necessary to ensure that the statements therein do not in whole or in part mislead OPDC Ltd. as to any material fact."

It is hereby confirmed that I/we are entitled to act on behalf of our corporation/company/ firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Dated this Day of 2024

(Signature) (In the capacity of)

Duly authorized to sign the bid response for and behalf of: (Name and Address of Company) (Seal/Stamp of bidder)

## **FINANCIAL BID**

### **For supply of agencies for supply of Fish Feed to OPDC Ltd.**

sl no	Name of the Brand of the product	Feed Category	Specification	minimum Protein %	Minimum Fat %	Unit price per Kg to be quoted by the firm including GST & Transportation Cost
		Floating Fish Feed	Feed Size: 4 mm	20-22%	3-4%	
		Floating Fish Feed	Feed Size: 4 mm	24-28%	3-5%	
		IMC Brood Feed(Floating)	Feed Size: 4 mm	28-30%	3-5%	
		Mass Feed	-	40%	4-5%	

- ***The offer price should be Including GST & Transportation Cost***
- ***Cost shall be valid for one year which may be extended on the consent of both parties.***
- ***The bidder shall propose their financial bid as per the above prescribed format.***
- ***The bidder is not appreciated to adopt self styled terms & conditions in the Bid.***

**Signature of the bidder**

## **SECTION - VI**

### **BID SUBMISSION CHECKLIST**

Sl. No.	Description	Submitted (Yes/No)	Page No.
<b>TECHNICAL BID (ORIGINAL)</b>			
1	Covering Letter in Bidders Letter Head		
2	Bid Processing Fee		
3	Copy of Incorporation / Registration Certificate of the Bidder		
4	Copy of PAN		
5	Copy of GSTIN		
6	Copies of Income Tax return for the last three years as on 31.03.2023		
7	Copy of similar nature of work / copies of work orders of last three years		
8	Undertaking for not have been black-listed /debarred by any Central / State Govt./any Autonomous bodies during the recent past.		
<b>FINANCIAL BID (ORIGINAL)</b>			
1	Covering Letter in Bidders Letter Head		
2	Duly Filled in Financial Bid as per the prescribed format in the EOI document.		

### **Annexure-1**

### **UNDERTAKING**

I, hereby undertake that, our organisation has not been blacklisted / debarred by any of the Central / State Government Department/ Office or by any Public Sector Undertaking (PSUs) and not blacklisted by any authority during the recent past.

Yours sincerely,

***Authorized Signature [In full and initials]***

**Name and Designation of the Signatory : Name of the Bidder and Address :**

