



Government of Jammu and Kashmir
Office of the Chairman State Level Purchase Committee
Sheep Husbandry Department J&K Kashmir
Directorate of Sheep Husbandry Department Kashmir
Lal-Mandi, Srinagar 190008
Tel. No: 09194-2310604. Fax No: 0194-2311063
Email id: kashmirmirino.sheep@gmail.com

e-NIT No: DSHK/Supply/NIT/2022-23/ 4023-32

Dated:20 -06-2022

Subject: E-Procurement Notice for Insurance of Imported livestock.

For & on behalf of Lt. Governor of Jammu and Kashmir e-tenders are invited from firms/companies having fairly wide network of branches in the UT of J&K, dealing in Insurance cover to Sheep/Goats in two bid system (Technical 1 & Financial 2) through Chairman State Level Purchase Committee from the **National level Insurance companies/ intermediary of Repute registered by Insurance Regulatory and Development Authority(IRDA)**for fixing the Rate Contract for the year 2022-23 for **insurance of Imported Livestock procured from Australia** on terms and conditions given here under:

The bidding documents consisting of qualifying information, eligibility, criteria, specifications, bill of quantities (B.O.Q), set of terms and conditions of supply/contract and other details can be seen/downloaded from the e-procurement website www.jktenders.gov.in as per schedule of dates given below.

1	Date of Issue of Tender Notice	20.06.2022
2	Period of downloading of bidding documents	20.06.2022 to 14.07.2022
3	Bid submission start date	21.06.2022
4	Bid submission end date	14.07.2022(4.00pm)
5	Date and time of opening of bids (online)	15.07.2022(2.00pm)

1. Instructions for bidders regarding e-tendering process:-

- i. Bidders are advised to download bids submission manual from the “Downloads option as well as from Bidders Manual kit” on the website www.jktenders.gov.in to acquaint themselves with bid submission process.
 - ii. To participate in bidding process bidder has to get a Digital Signature Certificate (DSC), as per Information Technology ACT-2000. Bidders can get Digital Certificate from an approved vendor.
 - iii. The bidder has to submit their bids online in electronic format with the Digital Signature. No bidding will be accepted in physical form.
 - iv. Bids will be opened online as per the schedule mentioned at Para-1.
 - v. Bidders must ensure to upload scanned copy of all necessary documents with the technical bid.
- 2. The department will not be responsible for delay in online submission due to any reason.**

(Note: Scan all the documents on 100dpi with Black and White option.)

Sd/
Chairman
State Level Purchase Committee
Sheep Husbandry Department
Jammu & Kashmir
Date: 20 .06.2022

No:Dshk/Supply/NIT/2022-23/4023-32

Copy to:

1. Financial Commissioner(Addl.Chief secretary),Agriculture Production Department, Jammu and Kashmir for information.

2. Director Sheep Husbandry Department, Jammu for information.
3. Joint Director Extension Sheep Husbandry Department Kashmir for information.
4. Joint Director Extension Sheep Husbandry Department Jammu for information.
5. Joint Director Farms Sheep Husbandry Department Kashmir for information.
6. Joint Director Farms Sheep Husbandry Department Jammu for information.
7. All the DSHO's J & K for information.Accounts Officer Sheep Husbandry Department Kashmir for information.
8. Accounts Officer Sheep Husbandry Department Jammu for information.
9. In charge website, Sheep Husbandry Department Kashmir, for uploading NIT on website
10. Joint Director Information Department Srinagar with the request to give wide publicity to the NIT through at least two leading local/national print & electronic media.

Sd/
Chairman
State Level Purchase Committee
Sheep Husbandry Department
Jammu & Kashmir.

1. General Instructions.

- 1.1: The Interested bidders may download the tender documents from the website www.jktenders.gov.in from 20.06.2022 to 14.07.2022 upto 4PM.
- 1.2: Online bids in two parts i.e. technical bid (Part 1) and Financial bid (Part 2) shall be submitted on the website **Error! Hyperlink reference not valid.** 21.06.2022 to 14.07.2022 upto 4PM.
- 1.3: Clarifications if any will be entertained from 21.06.2022 to 30.06.2022 upto 4PM.
- 1.4: The technical bids uploaded on the website will be opened on 15.07.2022 at 2:00 PM in the office chamber of Chairman, State Level Purchase Committee, Sheep Husbandry Department JandK, Kashmir (Director Sheep Husbandry Department, Agriculture Complex, LalMandi Srinagar Kashmir. In case, the said date is declared as holiday the bids will be opened on the next working day at the same time.
- 1.5: The above schedule regarding date and time is tentatively fixed, however, the Chairman SLPC reserves the right to change the date and time of activities in case of any exigency through a notice on e-tendering portal **Error! Hyperlink reference not valid.** and on official website of the Directorate of Sheep Husbandry Kashmir.
- 1.6: Disclosure of rate/discounts special offers in the technical bid may be understood as mal practice and as such the bid shall be rejected.
- 1.7: All the original documents should be produced at the time of scrutiny, if asked for by the technical evaluation committee.
- 1.8: The SLPC reserves the right to accept or reject any tender or any part of the tender before , during or after the tender without assigning any reason thereof.
- 1.9: No conditional tender will be accepted /entertained.
- 1.10: The bidder has to submit a non refundable tender fee of Rs 1500/= in form of a demand draft (hard copy) in favor of Member secretary Accounts Officer Sheep Husbandry Department Kashmir by last date of tender submission.

Valid scanned exemptions certificate for seeking exemption of tender fee issued under price preference rules for MSME/SSI units should be uploaded.
- 1.11: The tenders without tender fee shall be out rightly rejected. Firms that are eligible for exemption for the payment have to submit and upload the scanned document in support of such exemption.
- 1.12: No technical/financial bid shall be accepted in hard copy.

2. Eligibility

- 2.1:- Valid registration certificate issued by IRDA.
- 2.2: The minimum average annual turnover of bidder for financial years 2018-2019, 2019-2020, 2020-2021 should be Rs 30 crores. The certificate to the effect issued by practising Chartered Accountant should be uploaded (Annexure 3) along with the copy of balance sheet duly attested by chartered accountant for financial years 2018-2019, 2019-2020, 2020-2021 should be Rs 30 crores. The turnover should be in terms of Insurance exclusively.

- 2.3: Apart from the above necessary eligible criteria other documents required from the bidder as envisaged in the other conditions of the tender documents are mandatory for being eligible in the present proposal of the tender.

3.TERMS AND CONDITIONS:-

- 3.1: The tenders shall be submitted in two parts, one as Technical bid and another as Financial Bid. Only those bids which are technically qualified with reference to the terms and conditions notified will be considered for financial evaluation.
- 3.2: Both the Technical and Financial bids have to be made online on the website <https://www.jktenders.gov.in> for which the interested bidders should read the instructions carefully for e-tendering process enclosed with the tender documents and available on the said website.
- 3.3: All other issues that may come up during the course of completion of contract shall be decided by the State Level Purchase Committee, Sheep Husbandry Deptt. and orders shall be final and binding upon the purchase officer and the approved tenderer.
- 3.4: **TECHNICAL BID** : shall be made online only.It should contain the followings documents:-
- Copy of Demand Draft on account of tender fee.
 - Copy of valid registration certificate issued by IRDA.
 - Copy of GST registration certificate.
 - A minimum average **annual turnover** for the financial year 18-19,19-20,20-21 of Rs. 30 **Crores (Rupees Thirty crores)** of the Firm. The turnover certificate must be issued by a Chartered Accountant.
 - Copy of balance sheet for the last three consecutive years 2018-19,19-20,20-21 should also be enclosed duly attested by Chartered Accountant.
 - Copy of Income Tax Return for the year 2020-21 (assessment year 2021-22) along with a copy of attested PAN card of the Company
 - Affidavit duly attested by 1st Class Magistrate declaring that:-
 - a) The documents enclosed with the tender are original and genuine and have not been tempered or fabricated.
 - b) There is no Vigilance/CBI case pending against the Company
 - c) All the terms & conditions of NIT are acceptable to us
- Note:**1) Tenders submitted without any of the above documents shall be rejected.
2) The Chairman, State Level Purchase Committee can call for any Original Documents from the tenderer at any point of time.
- 3.5: Merino sheep both males(91) and females(281) shall be insured. Value of each sheep will be **Rs 257011 for males and Rs 174455 for females.**
- 3.6: Each sheep shall be tagged with unique identification number/Brand Number for proper identification.The cost of Tags to be used for identification of animals will be borne by the insurance company.The tag already available on animal may be utilised subject to the condition that it is mutually agreed by the insurance company and Department.
- 3.7: Each sheep will be photographed for policy issuance and claim purpose.
- 3.8: Claims shall be settled for 100% of sum insured under this scheme.
- 3.9: The insurance company/intermediary should be registered with IRDAI and must have minimum five years experience of performing animal insurance assignment in at least four states in India.
- 3.10: The Insurance Company/ Intermediary should have dedicated Android & Windows based Application Platform & Software or have to develop dedicated Software & App for generation of MIS and reports etc. for monitoring.
- 3.11: The Insurance Company/Intermediary will be responsible for collection of insurance documents from the designated office/s and delivery of insurance policy at the same office within the stipulated time.
- 4.1: **FINANCIAL BID** :shall only be made online on the website <https://www.jktenders.gov.in>.

Note:The financial bid of the concerned tenderer shall only be valid if the said company qualifies the conditions of technical bid.

- 4.2: The tenderer should quote rates strictly as per the unit of Livestock (i.e per animal).
- 4.3: The Companies who are interested to participate may fix their Representative for execution of supply order and receiving of payments if they desire with proper authority/signatory on non-judicial stamp paper. Such representatives should be nominated in the tender itself.
- 4.4: No conditional tender will be accepted/ entertained. No condition other than those in the terms set-forth will be entertained.
- 4.5: Remittance charges (Bank Commission) on payment made to the firms will be borne by the companies.
- 4.6: Approved companies shall have to abide by the standard terms and conditions laid down in General financial rules & Manual for procurement of consultancy service.
- 4.7: The SLPC reserves the right to accept or reject any tender at any stage without assigning any reasons what so ever.
- 5.1: **VALIDITY OF CONTRACT:** - The rate contract shall remain valid for a period of one year from the date of its issuance or till the new rate contract is issued, whichever is earlier.
- 5.2: No representation regarding increase/ decrease/withdrawal of rates already quoted in the tender shall be considered after the last date of receipt of tenders or to the extended date of receipt of tenders and no price escalation claim shall be entertained at any stage what so ever.
- 5.3: The successful tenderer shall not assign/sublet the contract in part or in full to any other agency. In all such cases contracts shall be cancelled.
- 5.4: In case any dispute or doubt arises between the Purchasing Officer and the approved company, the orders of the Chairman, State Level Purchase Committee, Sheep Husbandry Department, J&K, Kashmir shall be final and binding.
- 5.5: Any legal proceedings shall be subjected to the jurisdiction of the Courts within UT of J&K only.
- 5.6: The SLPC reserves the right to ask for the any document for purpose of verification during the course of approval.
- 5.7: Incorrectly pledged FDRs (i.e. if not pledged to Accounts Officer) will not be considered. Successful companies have to deposit security money equal to 3% of the total value of the order in the shape of a FDR. In case of failure to make the said deposit, the contract shall be cancelled.
- 5.8: The successful company shall have to execute an agreement in the prescribed form with the concerned Directors on non-judicial stamp paper of Rs 20/- duly attested by the **1st Class Magistrate without** which no payment shall be released.
- 5.9: Any other condition that is not indicated here can be incorporated in the rate contract/supply order or agreement before execution of a contract if needed.
- 6.1: **PENALTY:-**
 - a) The successful tenderer shall be responsible for execution of the contract strictly in accordance with the contract in full within the stated time. The SLPC also reserves the right to take legal action for breach of contract (partial or full)

- b) As soon as the Rate Contract is issued to the successful company, the rate contract shall be binding on him.
- c) If at any stage of the tendering/ execution of rate contract, is found that any document furnished by the tenderer/ approved firm is fake/tempered the SLPC reserves the right to take action against the said firm which could include confiscation of FDR,debaring of firms, initiation of criminal proceedings within the State.
- 6.2: Any loss sustained by the department as a result of backing out of the successful tenderer shall be recovered from the defaulting tenderer out of his earnest money/ security deposit .The FDR of backed out company shall be forfeited without any notice and the supplier shall have no right to raise this issue in any court of law in any manner.
- 6.3: The suppliers should be registered with IRDA and have to attach a copy of the necessary certificates from the concerned and also quote the GST registration No. in their tender.
- 6.4: All terms and conditions of NIT shall also form the integral part of the Rate Contract document.
- 6.5: Insurance cover has to be provided on one year plan basis.
- 6.6: Only three documents will be required for settling the claims viz intimation with insurance company, Insurance policy paper and post mortem report. In case of the claim becoming due the payment of the insured amount shall be made within 15 days after submission of afore mentioned requisite documents. In case the insurance company fails to settle the claim within 15 days of the submission of documents ,the insurance company will be liable to pay a penalty of 12% compound interest per annum per animal to the department.
- 6.7: In case of the death of an animal, the matter shall be reported by the incharge officer to the insurance company and the company has to depute the designated insurance officer within 24 hours of such intimation. In case of non communication/non deputation of Insurance officer within 24 hours the post mortem will be conducted by the V.A.S or an officer of higher rank in absence of the Insurance officer.
- 6.8: Default in settlement of claim or any type of deficiency in services on part of the insurance company shall be immediately brought to the notice of IRDA.

Sd/

Chairman

State Level Purchase Committee
Sheep Husbandry Department, J&K, kashmir
(Director, Sheep Husbandry Deptt, kashmir)

Dt- 20 . 6.2022

No-Dshk/Supply/NIT/2022-23/4023-32

Copy to the:

1. Financial Commisioner(Addl.Chief secretary),Agriculture Production Department, Jammu and Kashmir for information.
2. Director, Sheep Husbandry Deptt, Jammu.
3. Joint Director (Extension) Sheep Husbandry Department Jammu.
4. Joint Director (Extension) Sheep Husbandry Department Kashmir.
5. District Sheep Husbandry Officer (Sr. Most)
6. Accounts Officer, Directorate of Sheep Husbandry Deptt:jammu/ Kashmir.
7. I/C Publicity Officer Sheep Husbandry Deptt: Kashmir for information

Sd/

Chairman

State Level Purchase Committee
Sheep Husbandry Department, J&K, kashmir
(Director, Sheep Husbandry Deptt, kashmir)

ANNEXURE-1
Application format

e-Tender Reference No:-

Date:-

To Chairman

State Level Purchase Committee
Department of Sheep Husbandry
Government of Jandk

Subject:- **E-procurement for Insurance of Imported livestock
Department of Sheep Husbandry Kashmir**

Sir,

With reference to your online NIT:- _____ Dated :- __

1. I the supplier is hereby furnishing the rates for the supply tendered for as per your specifications, terms and conditions to department of Sheep husbandry (Decentralized units of the Directorate of Sheep Husbandry Kashmir.
2. I hereby agree to abide by and fulfill all the terms and conditions laid down in online tender notice/ tender (tender terms and conditions, Annexure). The default thereof and pay the penalties/sums or money that may be imposed by the Chairman State level Purchase committee.
3. I declare that I have never failed to execute the agreement with department of the sheep husbandry at any instance in the past.
4. I declare that have never been debarred blacklisted by any government concern/government institutions in the country as a whole, for any item/ items (quoted in this tender).
5. I offering rates for the supply and BOQ and assure execution as per the requirement to the department of Sheep Husbandry Jammu and Kashmir.
8. I propose that the order and the bill should be in the name of _____ Mobile No. _____
9. I also agree that the decision of the Chairman SLPC department of Sheep Husbandry in all matters in respect of this online tender will be final and binding on me.
10. I also agree to execute on being called upon to enter into a formal agreement embodying the terms and conditions containing herein.
11. I Affirm the information provided in the tender is true and correct.

Yours Faithfully

Signature & Date

Name of the Bidder and Date

ANNEXURE – 2

BID DECLARATION

To
The Chairman
State level purchase committee
Department of Sheep Husbandry department Kashmir
Lal-Mandi Srinagar.

Sir,

I/We understand that according to Finance department Civil Secretariat JandK Jammu Srinagar letter No. A/Misc(2018/3/985/J) Dated: 22/12/2020, bids must be supported by a bid security declaration. I/we declare that I/We may be disqualified from bidding if I/We are in breach of any obligation under the bid conditions that I/We:-

1. Have withdrawn/modified/amended/impaired or derogated for the tender during the bid validity specified in form of bid.
2. Fail or refuse to execute the contract.
3. Fail or refuse to furnish the performance security.

I/we solemnly declare that in case I/We withdraws/amends his /her tender or impairs or derogates from the tender in any respect within the validity of the tender I/we shall pay a penalty as decided by the SLPC towards the department.

Witness 1

Witness 2

Seal and Signature of the Bidder

ANNEXURE 3

Annual turnover certificate

(Certificate from the Chartered firm on the official letter pad of the Chartered Accountant)

This is to certify that having been examined the audited balance sheet and profit and loss accounts and other records of M/S _____ having its office at _____ the average annual turnover of M/S _____ for financial years 2018-2019, 2019-2020, 2020-2021 is Rs: _____ lakhs in terms of Insurance only.

**Signature of the Chartered Accountant
with registration no. of the firm and official seal.**

Signature of the Bidder.

