



འབྲུག་རྒྱལ་འཛིན་གཞུག་ལག་སྐོབ་མཉེ། དགོ་འདུ་
ཚོང་རིག་མཐོ་རིམ་སྐོབ་ལྷན།
དགོ་འདུ་རྒྱལ་ཚོང་ཁག།



Royal University of Bhutan
Gedu College of Business Studies
Gedu: Chukha: Dzongkhag



STANDARD BIDDING DOCUMENT

Project Title: Supply of Vegetables & Fruit Items



འབྲུག་རྒྱལ་འཛིན་གཞུག་ལག་སློབ་མཉམས་
ཚོང་རིག་མཐོ་རིམ་སློབ་ཁྲིམས་
དགེ་འདུ་རྒྱུ་ཁྲོའི་ཁག་



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GEDU COLLEGE OF BUSINESS STUDIES

ROYAL UNIVERSITY OF BHUTAN

Name of Business :

License No :

Contact No :

Email Address :



འབྲུག་རྒྱལ་འཛིན་གཞུག་ལག་སློབ་མཉམས་
ཚོང་རྒྱུ་མཚོ་རིམ་སློབ་གྲྭ།
དགེ་འདུ་རྒྱ་ཁྲོད་ལག།



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INVITATION FOR QUOTATION (IFQ)

1. The Gedu College of Business Studies, Chukha invites quotations from the eligible bidders for **“Supply of Vegetables & Fruit Items”**.
2. Bids must be delivered to Administrative Officer on or before **16/07/2021 [10:00 am]** and will be opened on the same day **16/07/2021 at 10:30 am** in presence of the bidders who wish to attend.
3. The bidder shall submit original copy of the rate quoted Form of Bid and clearly marked **ORIGINAL**
4. The quotation including all documents in the attached format should be sealed in an envelope.
5. The bidder must quote the rate for all items in the schedule of form.
6. Your quotation in the required format should be addressed to:

The President
Gedu College of Business Studies
Royal University of Bhutan
Gedu, Chukha, Bhutan.

7. Bears the words **“Supply of Vegetables & Fruits ”** bears the words **“DO NOT OPEN BEFORE 10.30 am on 16th July 2021.**
8. The bid shall be accompanied by a bid security of Nu: 30,000/- (Thirty Thousand) only in the form of cash warrant/demand draft in favour of President, Gedu College of Business Studies.



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དགེ་འདུ་རྒྱལ་ཚོང་ལག



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9. A bid not accompanied by bid security shall be treated as non responsive and rejected.
10. Quotation by fax or other electronic means are NOT acceptable.
11. The quotation should be submitted as per the instructions and in accordance with the attached contract.
12. All rates shall be quoted in Ngultrum. The quoted rate shall be inclusive of all related costs including taxes, duties and other related costs.
13. **EVALUATION OF QUOTATION:** offers determined to be substantially responsive to the terms and conditions will be evaluated.
14. . In evaluating the quotations, the college will determine for each quotation the evaluated rate by adjusting the rates quoted by making any correction for any arithmetical errors as follows:
 - i) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern.
 - ii) If the bidder refuses the correction, this quotation will be rejected and the bid security shall be forfeited.
15. **AWARD OF CONTRACT:** The award will be made to the bidder who is offering the lowest evaluated rate. The successful bidder will sign a contract as per the attached form of contract terms and conditions.
16. **VALIDITY OF CONTRACT:** The quotation shall be valid for a period of one (1) year.
17. The quotations will be opened in presence of bidders or their representatives who choose to attend on 16/07/2021 at 10.30 am in the college conference hall.
18. The college reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.
19. The bidder whose bid is accepted will be notified of the award of contract by the college.



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20. The bidders shall quote one rate per item only.

21. If the bidder fails to quote the rate for any of the item(s), bids shall be rejected.

Signature of bidder	
Name of bidder	
Date	
Contact No.	
E-mail Address	



འབྲུག་རྒྱལ་འཛིན་གཞུག་ལག་སློབ་མེད་
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22. The following documents are required to be submitted along with the quotation:

- i) A duly completed and signed rate price schedule form.
- ii) A valid Business License
- iii) A valid Tax Clearance Certificate
- iv) The required bid security
- v) Copy of the CID card



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AGREEMENT

This agreement is executed between **Gedu College of Business Studies** herein referred to as Employer and Mr/Mrs.....bearing CID No:.....herein referred to as Supplier on.....2021.

Where it is agreed as follows:

1. Name of Contract : **Supply of Vegetable & Fruit Items**
2. Duration of Contract : 1 year
3. Purpose : Student Services
4. Contract Effective From : 01-08-2021

NOW IT IS HEREBY AGREED AND DECLARED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. The general terms & conditions incorporated is an integral part of the contract agreement.
2. The contract shall be awarded for a period of one (1) year.
3. The successful bidder shall deposit a sum of Nu: 30,000/- only as performance security.
4. The college shall refund the security deposit after the expiry of the contract term.
5. The college shall have the right to terminate the contract agreement in case of violation of the terms & conditions.
6. The rates quoted shall be valid till the contract period.



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 ཚོང་རིག་མཐོ་རིམ་སྐོབ་ཐུ།
 དགེ་འདུ་རྒྱ་ཁ་རྫོང་ཁག།



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IN WITNESS WHEREOF THE parties hereby rest their hands for the days and years of contract mentioned above:

(SIGNED BY)

For and on behalf of the Employer :

In the presence of :

For and on behalf of the Contractor :

In presence of :



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ཚོང་རིག་མཐོ་རིམ་སློབ་གྲྭ།
དགེ་འདུ། ལྷ་ཁ་རྫོང་ཁག།



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Declaration

I, _____ bearing CID No: _____
authorized signatory of the Supplier/Contractor mentioned above is competent to sign this
declaration and execute this tender document.

1. I have carefully read and understood all the terms and conditions of the quotation and undertake to abide by them.
2. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
3. I have not been black listed by any employers in the past.

Date : _____ Signature of authorized person: _____ (affix legal stamp)

Place: _____

Full Name: _____



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General Terms & Conditions of the Contract:

1. The party intending to terminate the contract before expiry of the term shall notify before one month.
2. The members of the College Mess Management Committee shall have the authority to inspect the items from time to time.
3. The items must be delivered within three days from the date of supply order to the student mess (boys & girls).
4. The contractor shall abide by all college rules & regulations.



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Price Schedule Forms

List of supply of Vegetable/Fruit Items for the fiscal year 2021-2022

Sl.No	Items	Unit	Rate
1	Potato (Red)	Per Kg	
2	Cabbage	Per Kg	
3	Brinjal	Per Kg	
4	Tomato	Per Kg	
5	Onion	Per Kg	
6	Mushroom(Black headed)	Per Kg	
7	Pea	Per Kg	
8	Pumpkin	Per Kg	
9	Small Chilli	Per Kg	
10	Big Chilli	Per Kg	
11	Dry Chilli	Per Kg	
12	Carrot	Per Kg	
13	Garlic	Per Kg	
14	Ginger	Per Kg	
15	Chilli Powder(Indian)	Per Kg	
16	Chilli Powder(Bhutanese)	Per Kg	
17	Cauliflower	Per Kg	
18	Karela (bitter gourd)	Per Kg	
19	Cucumber	Per Kg	
20	Lady's Finger	Per Kg	
21	Squash	Per Kg	
22	Beans	Per Kg	
23	Raddish	Per Kg	
24	Sag (spinach)	Per Kg	
25	Banana	Per Kg	
26	Mango	Per Kg	
27	Watermelon	Per Kg	
28	TOTAL		



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Signature of Supplier: _____

Name of Supplier: _____