

STANDARD BIDDING DOCUMENT



**Royal Government of Bhutan
Ministry of Finance**

March 2011

**Request for Quotation for Procurement of Groceries,
vegetables, meat and other items for Samtse
Dzongkhag**

Invitation for Quotation (IFQ)

Project title: Procurement of groceries, vegetable, meat and other items for Samtse Dzongkhag

Source of Funding: **Royal Government of Bhutan**

Contract Ref: SDA/Pro(06)/2018-19/2392 dated 15th October 2018

To

All Doemestic Eligible bidder

Bhutan

Subject: **Procurement of groceries, vegetables, meats and other items for National Day Celebration**

Dear Sir/Madam,

The Dzongkhag Administration, Samtse would like to invite your good business entity in submitting the competitive rates for the following items.

(The Price Schedules for groceries, vegetables, meats, and other items are tabulated here under:

A. GROCERY ITEMS

	Price schedules for Grocery items			
S No	Particulars	Specification	Unit of Measure	Unit Rate (Nu)
1	Rice			
	SK GOLD	Bag of 25 Kg	Bag	
	BN GOLD	Bag of 25 Kg	Bag	
	SB GOLD	Bag of 25 Kg	Bag	
	MK GOLD	Bag of 25 Kg	Bag	
	RAJ BHOG	Bag of 25 Kg	Bag	
	GOLDEN RICE	Bag of 25 Kg	Bag	
	FIVE STARS (Basmati)	Bag of 25 kg	Bag	

	Bhog Rice	Bag of 25 kg	Bag	
	Basmati (Boiled rice)	Bag of 10 Kg	Bag	
	If any (specify and mention here)		Bag	
2	Krematop	Nestle, pack of 14 pkts	Cartoon	
3	Milk Powder	Nestle, Everyday, pack of 20 pkts, 800g	cartoon	
4	Milk Powder	Amul, 12 pkts of 1 kg	cartoon	
5	Salt	Pack of 25 kg in Bag	Bag	
6	Shing Jaa	Suja pati in pkt	pkt	
7	Tea Leaf	TATA, pack of 1 kg, 24 pkts in cartoon	cartoon	
8	Tea Leaf	Riddhi Siddhi (premium), Jar of 1 kg	Jar	
9	Soda		pkt	
10	Sugar	Pack of 20 pkts of 800g in Bag	Bag	
11	Cashew nut (Kaju)	Pack of 1 kg	kg	
12	Raisins (Kismis)	pack of 1 kg	kg	
13	Cooking oil (Refined, sun drop)	4 jars of 5 ltrs in cartoon	Cartoon	
14	Frooti Juice	Pack of 30 nos	tray	
15	Appy Juice	Pack of 30 nos	tray	
16	Dewfresh Juice	Pack of 27 nos	tray	
17	Jumpy Juice	Pack of 27 nos	tray	
18	Cupcake		no	
19	Chocolate (cofy bite)	100 pcs in pkt	pkt	
20	Chocolate(Par Le Company)	50 pcs pack	pkt	
21	Biscuits (Cream Craker)(Bangkok)	with sugar/sugar free, 12 pcs in pack	Cartoon	
22	Biscuits (good day)	20 pkts in case	Cartoon	
23	Biscuit (Marie)	16 pkts of 1 case	Cartoon	

24	Biscuit (Makhan bites)	16 pkts of 1 case	case	
25	Amul cheese	Pack of kg, 12 kg in case	kg	
26	Britinia Cheese	Pack of kg, 12 kg in case	kg	
27	Amul Butter	Pack of 500 g, 30 pkts in case	case	
28	Haldi	Pack of kg	Kg	
29	Fin		ball	
30	Jeera powder	Pack of kg	Kg	
31	Vegetable masala	Pack of 50g	Kg	
32	Chicken Masala	Pack of 50g	Kg	
33	Dal	Pack of 900 g approx.	kg	
34	Chana	Pack of kg	kg	
35	Mineral Water (500ml)	Kinley	Cartoon	
36	Mineral Water (500ml)	Royal	Cartoon	
37	Mineral Water (1 ltr)	Kinley	Cartoon	
38	Mineral Water (1 ltr)	Royal	Cartoon	
39	Steel Jute	Set of 12 nos	Set	
40	Dish washing soap (Any)	12 pcs pack, 700 g approx	pack	
41	Kitchen Knife		No	
42	Paneer		kg	
43	Green Pea		kg	
44	Sugar Cube	500g, 120 pcs in pack	pkt	
45	Olive Oil		ltr	
46	Assorted Juice		Bottle	
47	Ata (Amrit bog)	30 kg bag	Kg	
48	Maida	30 kg bag	Kg	

49	Mosquito repellants	Maxo or equivalent to	Per	
50	Nakpin	50 pcs in pkt	No	
51	Papad	20 pcs in one pack	Pkt	
52	Mustard oil	16 bottles in one case of 1 ltr	Case	
53	Hand wash soap	dettol, lifebuoy	No	
54	Hand wash soap (liquid)	dettol, lifebuoy	No	
	Others			
1	Kitchen Knife			
2	Bio Plates	10 inches, round, local made		
3	Bio Plates	8 inches, square, local made		
4	Bio Plates	6 inches, round, local made		

B. VEGETABLE ITEMS

Price schedules for vegetable items			
S No	Particulars	Unit	Rate (Nu)
1	Dried chilli (Emakam)	kg	
2	Green Bhutanese Chilli (Big)	Kg	
3	Green Bhutanese Chilli (small)	kg	
4	Chilli Powder (local)	Kg	
5	Onion	kg	
6	Local Potato	kg	
7	Local Ginger	kg	
8	Garlic (big clove)	kg	

9	Corrinder leaf	Kg	
10	Tomato	kg	
11	Cabbage	kg	
12	Local Beans	kg	
13	Carrot	kg	
14	Local Saag	bundle	
15	Local Radish	kg	
16	Brinjal	kg	
18	Local Cauliflower	kg	
19	Shukam Ema	kg	

C. MEAT ITEMS

Price Schedules for Meat items			
Sl. No	Item	Unit	Rate (Nu)
1	Chicken	kg	
2	Fish	kg	
3	Egg	Cartoon	
4	Shakam	kg	
5	Sikam	kg	
6	Frozen chicken	kg	
7	Pork	kg	
8	Beaf	kg	

Tender Terms and Conditions:

1. The bidder has to submit copy of valid trade license, copy of tax clearance certificate and duly filled up price schedules.
2. You should have physical shop to participate in this tender.
3. The bidder(s) may quote for any or all items under this invitation. Each item shall be evaluated and the contract will be awarded separately to the firm(s) offering the lowest evaluated price for each item.
4. The bidder(s) shall submit duly filled up priced quotation without any changes. You are required to submit two documents- Original & Copy.
5. The quotation including all documents in the attached format should be sealed in an envelope as required by Procurement Rules & Regulations 2009. You may submit the documents addressing to the following address.

Procurement Committee

Samtse Dzongkhag

6. The deadline for receipt of your quotation(s) by the purchaser at the indicated address is 30^h October 2018 on or before 10.00 AM at Procurement Office. All the bids will be opened on the same day at 10.30 AM in front of bidders if they choose to attend.
7. All the prices shall be quoted in Ngultrum. The quoted price shall be inclusive of all related costs including taxes, duties and other levies to the final place of delivery. Cost variation/escalation of prices other than the quoted rate will not be accepted.
8. The evaluation will be done item wise.
9. The winning bidder(s) has to furnish **Performance Security of Nu. 10000 (Ngultrum: Ten thousand) only for Grocery suppliers and Nu. 5000 (Ngultrum: Five Thousand) only for the supply of vegetables**. The Performance security should be in Draft/Cash Warrant in favour of Dasho Dzongdag, Samtse Dzongkhag Administration.
10. The goods should be delivered to the Conference Hall, Samtse Higher Secondary School
11. The award will be made to the bidder who is offering the lowest evaluated price that meets the specifications. The successful bidder will sign a contract agreement with the agency.
12. Your quotation shall be valid for a period till the National Day 2018 from the deadline for receipt of quotation.

13. The winning bidders has to keep enough stock to enable smooth supply even during emergency. The shops should render 24/7 services for this procurement activity.
14. All the goods procured will be on returnable basis. Unused goods will be returned after National Day is over.
15. For further clarification on the specification, please contact at 05365765/05365261 during office hours.