



REQUEST FOR PROPOSAL (RFP)

For

**EMPANELMENT OF VENDORS TOWARDS SUPPLY OF VARIOUS
EQUIPMENT REQUIRED FOR MUNICIPALITIES AND OTHER STATE
GOVERNMENT DEPARTMENTS/AGENCIES/CORPORATIONS/INSTITUTES**

APAGROS/GS/MUNICIPALITY/2024-25

Starting Date: 25-10-2024

Pre-Bid Meeting: 06-11-2024 at 11.00 AM

Last date for submission: 20-11-2024 up to 12.00 Noon

Date of opening of Technical Bid: 20-11-2024 at 2:00 PM



**ANDHRA PRADESH STATE AGRO INDUSTRIES DEVELOPMENT CORPORATION
LIMITED**

G1, G2, 101, Prime Hill Crest, Vaddeswaram, Guntur District
Email: gmapagros@gmail.com, web site: www.apagros.org



A.P.S. AGRO INDUSTRIES DEVELOPMENT CORPORATION LTD.

Regd.Office:G1, G2, 101, Prime Hill Crest, Vaddeswaram, Guntur District

website: www.apagros.org. E.Mail: gmapagros@gmail.com

RFP THROUGH E-TENDER

1. Request for proposal through E-Tender is invited under rate contract for empanelment of suppliers towards supply of the below equipment. The equipment will be procured by APAGROS from the empaneled Suppliers as and when the indents are received from the Government Departments/Agencies/Corporations/Municipalities/Institutes etc, for such quantities as requisitioned by them. For equipment with similar specifications, lowest prices will be preferred. For empanelment the qualified bidder shall pay Security Deposit & shall enter into agreement with the Corporation. Further details may be referred in EOI Document which can be downloaded from the AP E PROCUREMENT PORTAL.

S. No	Product Name
1	Radium Jackets
2	Rubber Hand Gloves (All Models)
3	Safety Shoes (All Models)
4	Caps
5	Rain Coat (Reflective Type) All Types
6	Nose Mask (Cloth)All Types
7	Hand Sanitizer
8	Towels
9	Goggles (Anti Fogging)
10	Helmets
11	Work Wear
12	Garbage Bags
13	House Hold Bins
14	Commercial Twin Bins (100 Ltr Each) with Swivel MS Stand)
15	GI Refuse Compacter Bins (1.1 Cu Mtr Capacity)
16	Wheel Barrows
17	Cycle Rickshaws
S.No	Municipal Equipment
1	Refuse Compactors (All Capacities)
2	Portable Compactors (All Capacities)
3	Hook Loaders (All Capacities)
4	Ride On Sweeping Machines (All Capacities)
5	Truck Mounted Road Sweeping Machines (All Capacities)
6	Suction Cum Jetting Machines Truck Mounted (All Capacities)
7	Tractor Towed Suction Cum Jetting Machines (All Capacities)
8	Suction Machines Truck Mounted (All Capacities)

9	Tractor Towed Suction Machines (All Capacities)
10	Jetting Machines (All Capacities)
11	Twin Bin Dumper Placer (All Capacities)
12	Tippers (All Models)
13	Dumper Bins (3 Cu Mtr)
14	BobCat Skid Loader (All Models)
15	Sky Lift with Fabrication (All Models)
16	Garbage Auto Tippers (All Models & All Capacities)
17	Jetting Cum Grabbing & Rodding Machine (Truck Mounted)
18	Litter Picker (Chassis Mounted)
19	Open Nalla De Silting Machine Trailer Mounted
20	Hi Flow Suction Machine (Truck Mounted)
21	Dozer-Tractor Front
22	Incinerators
23	Hydraulic Plastic Bailing Machine
24	Composting Machine (All Capacities)
25	Tree transplant machine
26	Tractors (All Capacities) Horse Power wise only
27	Fogging Machines
28	Toilet Pressure Cleaners
29	Brush cutters
30	C-Type cabin self-propelled platform
31	Back Hoe Loaders
32	Mobile treatment units(Faecal Sledge management)
33	Tricycles
34	Segregation bins (Dry)
35	Any other municipal related equipment

RFP Schedule can be down loaded from AP E-Procurement portal from 25-10-2024 onwards. EMD and E-Tender document cost shall be in the form of DD in favour of APSAIDC LTD, Payable at Vijayawada.

VICE CHAIRMAN AND
MANAGING DIRECTOR



A.P.S. AGRO INDUSTRIES DEVELOPMENT CORPORATION LTD.

Regd.Office:G1, G2, 101, Prime Hill Crest, Vaddeswaram, Guntur District

website: www.apagros.org. E.Mail: gmapagros@gmail.com

REP SCHEDULE

Name of Work: EMPANELMENT OF VENDORS TOWARDS SUPPLY OF VARIOUS EQUIPMENT REQUIRED FOR MUNICIPALITIES AND OTHER STATE GOVERNMENT DEPARTMENTS / AGENCIES / CORPORATIONS /INSTITUTES

APAGROS which is a nodal agency for supply of all kinds of equipment in AP State, invites Application cum Rate Contract from reputed suppliers/manufacturers/authorized dealers for their empanelment and supply of various equipment especially required for Municipalities and other Allied Departments/ Agencies/ Corporations/Institutes etc under different schemes.

A. ELIGIBLE CONDITIONS FOR OFFEROR(S) :

1. The offeror(s) shall be a manufacturer/ authorized dealer of Municipal Equipment/ relevant equipment. Manufacturing license of the manufacturer shall be produced in case the offeror is the manufacturer. Authorized dealer certificate from the principal manufacturer shall be produced in case the offeror is an authorized dealer.
 1. The offeror(s) who are manufacturing Municipal related equipment& other equipment shall produce their credentials for supplying such equipment and any testing reports from the reputed agencies.
 2. The offeror(s) shall have a full-fledged workshop with sufficient skilled technical personnel for manufacturing the equipment as per the prescribed specifications and to attend post sales service. (Only for manufacturers). Authorized dealer also should submit such certificate from their manufacturers.
 3. The offeror(s) should have valid GST Registration and PAN Number.
 4. The offeror(s) should produce work orders received from any government agencies in any of the last three years. (Manufacturer or Dealer)
 5. The offeror(s) shall produce last three-year IT Returns and turnover of 3 crores each for Financial Year 2021-22, 2022-23 & 2023-24 duly certified by the Chartered accountant.
 6. For tractors, sprayers, brush cutters & agricultural equipment, relevant commercial test reports issued by GOI (Government of India) institutes shall be submitted.
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B. INSTRUCTIONS FOR SUBMISSION OF RFP SCHEDULE:

1. The offeror(s) shall upload RFP Schedule duly signed on each page along with requisite documents indicated in Annexure-I and Annexure-II.
2. The offeror(s) shall upload duly notarized declaration along with EOI, as per the proforma furnished under Annexure-IV on Rs.100/- non-Judicial stamp paper.
3. Earnest Money Deposit (EMD) amount of Rs.5,00,000 (Rupees Five Lakh only) shall be paid in the form of Demand Draft drawn in favour of APSAIDC LTD payable at Vijayawada. RFP schedules without EMD will be rejected. Hard copies along with EMD & Schedule cost DDs shall be produced at Registered office of the Corporation on or before 20-11-2024 by 12.00 Noon.
4. The EMD of unsuccessful offeror(s) shall be returned immediately after the technical scrutiny. This deposit will not carry interest.
5. The EMD of successful offeror(s) shall be retained by the Corporation and refunded only after satisfactory completion of the contract. The EMD shall be adjusted against the Performance Guarantee Deposit for the successful offeror.
6. The authorized person representing the firm / Company who is participating in the RFP Schedule, shall invariably attach a copy of authorization letter from the competent authority of the firm or a resolution of the Board in case of a Company as per the Bye-laws of the firm / Company. The manufacturer / authorized dealer shall indicate their service centers in the Schedule.
7. Bidder shall furnish detailed specifications & features of offered equipment with the Technical Bid. Deviation on lower side of specifications will not be considered. No deviations in terms & conditions of the bid document shall be accepted in any case.

C. GENERAL TERMS AND CONDITIONS:

- a. The Price Quote of only those offeror (s) whose RFP Schedules are qualified for acceptance will be opened with due intimation to them.
- b. Negotiations will be held as per the decision of the Technical Committee at the address indicated in the data sheet. The aim is to reach agreement on all the points and sign a contract.
- c. The agreement period will be up to **31-03-2025** from the date of signing the agreement. No Escalation charges will be paid for supply of equipment during the

agreement period. Failure to supply the equipment due to price variation will attract blacklisting of the firm and shall not be allowed to participate in the tenders called by any Government Department/scheme/project in AP State for minimum 3 years. The agreement may be extended beyond 31-03-2025 on mutual consent.

- d. Authorized dealers who are authorized by the manufacturing firm allowed to participate in the RFP, shall produce such attestation letter for participating in opening of technical & price bids and negotiations.
- e. The supplies made shall be invoiced on E- invoice with serial No. of Invoice printed on it. No invoice other than GST invoice will be accepted.
- f. The manufacturers who are participating in the RFP should indicate the details of dealers in the RFP Schedule. The dealer should have TIN/GST/PAN numbers. The name of the firm once included in the approved list will not be deleted up to the end of the financial year unless such deletion is approved by APAGROS.
- g. The responsibility of quality and quantity (eg. Misbranding / underweight) of the Equipment supplied lies with supplier only.
- h. The approved firms shall supply the ordered equipment as per terms and conditions within the stipulated time indicated in the purchase order placed from time to time to the indented department and obtain acknowledgement from the concerned department on the day of delivery.
- i. The equipment supplied must be covered with warranty for **one year** from the date of supply against any defective manufacture / workmanship etc shall also ensure that all the components shall be made available through dealers' network.
- j. If the supplying firm/ company fail to supply the equipment within the scheduled time i.e., 21 days to 45 days (as per volume of the indent specified) from the date of receipt of purchase order, the Performance Guarantee / Security deposit shall be forfeited besides initiating action as per procedure.
- k. Liquidated damages will be levied at the rate of 0.5% of the total value of work per week up to a maximum of 5% in case of default in the supply of equipment as per schedule.
- l. The supplier has to show the demonstration of the equipment to the party, before taking signature from the party on Certificate of receipt of the equipment in good working condition. The firm has to educate the beneficiary on dos and don'ts of operation of equipment. The supplier should submit to APAGROS the said certificate within one week after delivery of the equipment.
- m. The acknowledgement (Proof of Delivery) along with photograph and other required documents for the equipment delivered should be signed by the beneficiary and countersigned by the concerned officer.

- n. The loading, un-loading charges and demonstration expenses should be borne by the supplier only.
- o. Random inspection of all equipment supplied will be conducted by APAGROS before/ after the equipment is supplied to the concerned department.
- p. The supplier shall provide detailed operational and maintenance Manuals (in Telugu language) at the time of supply of the equipment. The supplier should also supply two copies of such operational and maintenance manuals to APAGROS for official use.
- q. The serial number and any other unique number indicated on the equipment should be communicated in advance to the concerned officer. **All suppliers shall affix AP AGROS emblem on all the products to be delivered.**
- r. APAGROS reserves the right to award offered equipment either in part or full or to empanel on rate contract or follow any other suitable procurement procedure. APAGROS at its sole discretion and without assigning any reason thereof, reserves the right to accept / reject any or all bids at any stage of the E-Tender process.
- s. APAGROS at its sole discretion has right to empanel more offeror(s) other than the Offer found as L-1 also, so as to enable it to ensure adequate supply of equipment on time as per the choice of the beneficiary as the equipment is required to be supplied on time. Further APAGROS without assigning any reason thereof, reserves the right to accept / reject any or all offers at any stage of the E-Tender process.
- t. In case of any dispute or difference arising out of the agreement between the two parties relating to any aspect of the agreement, the parties should attempt to settle the dispute through mutual and amicable discussions. If the dispute is not settled through such discussions, the matter shall be referred / settled as per provisions of Arbitration & Conciliation Act.1996.
- u. In case of any differences and disputes if not resolved as above, shall be got remedied through the Court of Law of Vijayawada jurisdiction only.
- v. E-Tender can be rejected if at any stage of the procurement process, it comes to knowledge that any offeror(s) is involved in any fraudulent practice or misrepresentation of the facts or tried to influence the selection process or indulged in any corrupt activities in competing with others.
- w. The supplier shall be liable for blacklisting and prosecution, if they fail to adhere to the above conditions.
- x. The approved supplier shall enter into an agreement with APAGROS duly incorporating all the above terms and conditions.

- y. The offeror has to furnish their authorized dealers list along with the agreement, duly enclosing a copy of acceptance letter from the dealer.
- z. If any criminal cases are filed against the offeror, such offerors are not eligible to participate in the tender process called for by APAGROS.
- aa. The performance guarantee deposit shall be returned only after completion of the financial year, if no issues are pending against such supplier with out interest.
- bb. The empaneled supplier will be blacklisted if found guilty of committing any technical irregularities or financial fraud or violating terms and conditions of supplies and their performance guarantee will be forfeited by APAGROS and such supplier will not be permitted to participate in any tender for next 10 years.
- cc. At the time of supplying machines and equipment to the beneficiaries, guidelines prescribed by the respective Departments shall be followed by the supplier.
- 30. All the manufacturers and suppliers while submitting price quote have to specify the list of free items to be given.
- 31. All the manufacturers and suppliers shall furnish list of service centers along with the technical bid.
- 32. All the manufacturers and suppliers have to supply equipment and machineries to all the 26 districts of AP State as per the indent of APAGROS.
- 33. All the manufacturers and suppliers have to bear transport expenses including loading & unloading.
- 34. All the manufacturers and suppliers have to bear the transit insurance and clearly mention about the insurance details in price bid.
- 35. All the manufacturers and suppliers have to mandatorily supply tool kits.
- 36. All the manufacturers and suppliers have to provide all the benefits to the beneficiaries on par with cash & carry purchase customers.
- 37. All the manufacturers and suppliers have to mention specifications on Utilization Certificate.

Note: If there are any changes in terms & condition the same will be intimated to the suppliers.

PAYMENT TERMS & CONDITIONS:

38. APAGROS will place purchase orders as per the indents received from the concerned departments to the approved empaneled suppliers as per the choice of the concerned departments/agencies/corporations/institutes/municipalities etc.
39. The supplier shall submit acknowledgement duly signed by the concerned departments/agencies/corporations/institutes/municipalities etc. officials and photograph of delivery shall be produced.
40. A) 50% advance payment will be released against producing equal amount of Bank Guarantee. Remaining 50% will be released on submitting invoices, acknowledgements and satisfactory installation certificate etc.
(OR)
B) Letter of credit will be given by the corporation to the suppliers towards the worth Of Purchase order placed.
(OR)
C) Purchase order will be placed and after supply and submission of invoices / acknowledgments, payment will be released with in a week days.
(OR)
D) Any other payment modalities as approved by Corporation's Chartered Accountant and VC & MD depending on the indenting Department exigencies.
41. The supplier shall ensure to provide all insurance and registration related certificates for the relevant vehicles. The supplier is responsible for insurance, registration etc.

PLACE:
DATE:

SIGNATURE OF THE OFFERER
WITH SEAL

ANNEXURE – I

RFP TECHNICAL SCHEDULE - CONDITIONS OF ELIGIBILITY FOR OFFERER(S)

(Attested copies of following to be enclosed)

1	RFP Reference	:	
2	Name of the offeror Whether Manufacturer or authorized dealer GST Regn. No. (copy of the manufacturing license in case of manufacturer and dealership letter in case of authorized dealer to be enclosed)	:	
3	Status of offeror	:	
	i) Registered Company	:	
	ii) Sole proprietorship firm (Name & address of the proprietor)	:	
	iii) Partnership firm or Limited Liability Partnership (LLP) (Partnership agreement, letter of consent as authorized by other partners to bid for this tender)	:	
	iv) Company (Certificate of incorporation and authorization from MD/CEO, if not represented By MD/ CEO)	:	
4	Registered Address of manufacturing Unit		
5	Particulars of Demand draft enclosed towards cost of EOI schedule for the schedules downloaded from website		DD No. date: For Rs. /- Name of the Bank:
6	Details of EMD paid DD No: Date : Bank Name: Amount :	:	

7	Brief Profile of the offeror	:	
8	Bank particulars for online transfer of amounts. a) Bank name & Branch b) Account number c) RTGS Number	:	
9(a)	Whether the offeror is having Valid manufacturing license from the competent authority (copy to be enclosed)	:	
(b)	Import license number and validity date in case of importers (copy to be enclosed)	:	
(c)	In case of importers, specific authorization letter from the importing company (copy to be enclosed)	:	
10	Whether the Company is ISO certified or not (If 'yes' copy to be enclosed)	:	
11	Proof of having sufficient No. of technicians with experience (List out details about names of persons / Experience / qualifications)	:	
12	Annual production capacity of the firm (Quantity and value for each equipment to be indicated)	:	
13	Turnover of the above material during last 3 years. (2021-22, 2022-23 & 2023-24)	:	
14	Firm should indicate the no. of districts that can be handled by them. (List of Districts that will be served are to be furnished).	:	
15	Details of dealers' network and after sales service stations to be provided by firm in the area of operation. (Name & address of each dealer to be listed out)	:	
16	List of equipment available in the manufacturing unit	:	

17	GST Regn No. (copies to be enclosed)	:	
18	PAN No. (copy to be enclosed)	:	
19	Turn over for the last 3 years. (attested copies to be enclosed) 2021-22, 2022-23 & 2023-24	:	
20	Income Tax returns for the last THREE YEARS (attested copies to be enclosed)	:	
21	Name of contact person with address & Phone no.	:	
22	Details of technical specifications of equipment quoted in price quote (To be enclosed).	:	
23.	BIS Certificate Details (copies to be enclosed)	:	

Note:

- a. All the columns shall be duly, properly and exhaustively filled in, all corrections if any must be signed by the offeror(s) before submission itself. For filing faulty information, the bid is liable for rejection. The offeror(s) should sign on each and every page of the Schedules and on all the additional documents submitted along with schedule.
- b. The offeror(s) can enclose additional information, if any, relevant to the schedule separately.
- c. At the time of verification of technical schedules, the original documents should be produced for verification.
- d. Information furnished in the Data Sheet shall also be provided in the pen drive for early / easy completion of the tender process.
- e. Technical or Price bids without mentioning Model Number of the equipment will not be considered for tender process and will be rejected.

SIGNATURE OF OFFEROR WITH SEAL

TECHNICAL SPECIFICATIONS

ANNEXURE II

TECHNICAL SPECIFICATIONS OF “MUNICIPAL RELATED EQUIPMENT”.

S.No.	NAME OF THE FIRM & ADDRESS WITH PERSON E-MAIL ID, PHONE NO.	MODEL & HSNS CODE	BIS CERTIFICATE/ ANY AGENCY TEST REPORT	COMPLETE SPECIFICATIONS

(Attach separate sheet if space is not sufficient)

(The above information should be provided in a pen drive either word document or excel document)

The offeror(s) shall indicate the model and its specifications. The offeror(s) shall submit all the relevant brochures.

SIGNATURE OF MANUFACTURER

PRICE QUOTE

ANNEXURE- III

// GST Terms & Conditions apply //

PRICE OFFER FOR SUPPLY OF “MUNICIPAL RELATED EQUIPMENT.”

To
The VC&MD,
APSAIDC Ltd,
VADDESWARAM.

Dear Sir,

1. I / we hereby offer best price for supply of “Municipal related Equipment & other equipment” as per the indicated equipment list and specification as per the Terms of Reference given in this EOI Document. The rates are quoted in the prescribed format given below.

(Amt. in Rs.)							
Sl. No.	Name of the Equipment	Model	Specifications	Unit Price (Rs.)	GST %	GST Amount(Rs)	Total Rs.
				(A)	(B)	(C)	A+C
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							

Note: ALSO MENTION TR, INSURANCE, PERMANENT REGISTRATION WHERE EVER APPLICABLE

SIGNATURE OF MANUFACTURER

ANNEXURE-IV

DECLARATION ON Rs.100/- NON-JUDICIAL STAMP PAPER

(TO BE NOTARISED)

1. I/we have read and understood the Terms and Conditions of RFP Schedule relevant to “APAGROS/Municipal/GS/2024-25 and I/we have submitted the Annexure in accordance with the Terms and Conditions of above RFP Schedule.
2. I/we shall not sell the products being quoted through this RFP schedule, at a lower price either to Government / Private Parties/farmers in the State of AP by way of giving any additional trade discount or incentives. If any such incident is noticed, the APAGROS. has the right to restrict all payments to such a lower rate apart from initiating penal action.
3. The information furnished in the Annexure-1 is true and factual and I clearly understand that our RFP schedule is liable for rejection, if any information furnished is found not true and factual, at any point of time.
4. The product/s offered by us is not copied or duplicated from any other product design. In case the Corporation authorities find at any time our products are an imitation or duplicated, we are bound for any legal action to be taken on us including criminal prosecution and block listing our firm.
5. I/We declare that I/We do not violate any patent/trade mark rights of any other manufacturer.

PLACE:
DATE:

SIGNATURE OF THE OFFEROR
WITH SEAL

CHECK LIST OF DOCUMENTS TO BE SUBMITTED IN TECHNICAL BID:

- 1) Rs 25000/- EOI FEE DD INFAVOUR OF APSAIDC LTD payable at Vijayawada.**
- 2) Rs 500000/- EMD FEE DD INFAVOUR OF APSAIDC LTD payable at Vijayawada per application**
- 3) Manufacturer License Certificate**
- 4) GST Certificate**
- 5) PAN Certificate**
- 6) Last three years IT returns and 3 crores turnover for each year certified by CA (2021-22, 2022-23 & 2023-24)**
- 7) Manufacturer authorized certificate to the authorized dealer to participate and to supply in APState.**
- 8) Work order copies from any government agencies for the quoted products in any of the last three years.(Manufacturer or Dealer)**
- 9) ISO Certificate of the manufacturer.**
- 10) Catalogues of the products quoted with specifications.**
- 11) Commercial Test Reports for tractors, sprayers, post hole diggers, brush cutters etc and wherever agricultural related equipment mentioned.**
- 12) GEM Portal prices/work orders (if any available)**
