

**ROYAL GOVERNMENT OF BHUTAN  
MINISTRY OF AGRICULTURE & FORESTS  
DEPARTMENT OF LIVESTOCK  
REGIONAL LIVESTOCK DEVELOPMENT CENTRE  
KANGLUNG, TRASHIGANG**



**INVITAION OF BID FOR THE SUPPLY OF LABORATORY  
EQUIPMENT AND CONSUMABLES, AI AND LN2  
EQUIPMENT/ITEMS AND VEHICLE HIRING FOR LN2  
TRANSPORTATION FOR THE FINANCIAL YEAR: 2022-2023**

**Terms of Reference**

1. The Regional Livestock Development Centre, Department of Livestock, Kanglung, Trashigang invites sealed bids from eligible and qualified bidders for the supply of laboratory equipment and consumables, AI and LN2 equipment/ items and vehicle hiring for LN2 transportation for the FY 2022-23.
2. The RLDC, Kanglung tender committee shall not be bound to accept the lowest Purchaser reserves the right to reject all or any of the quotations without assigning any reasons thereof.
3. The following documents must be submitted by each bidder. The tender documents will not be accepted if any of these documents are missing.
  - Terms and conditions
  - Valid license/ Tax Clearance Certificate
  - Earnest money
  - Filled quotation rate column
  - Original documents and their copies marked in each envelop with seals

- Valid driving and hiring license and other vehicle documents (For vehicle hiring)
4. Bids with all the required documents must be submitted to the Regional Director, Regional Livestock Development Centre, Kanglung on or before 12<sup>th</sup> September, 2022 before 5:00 PM and will be opened on the next day (13<sup>th</sup> September, 2022) at 2.00 PM at RLDC Conference hall.
  5. Electronic bidding shall not be permitted.
  6. The Purchaser shall not consider any Bid that is submitted after the deadline for submission of Bids. Any Bid received by the Purchaser after the deadline for submission of Bids shall be declared late, rejected, and returned unopened to the Bidder.
  7. The bids should be submitted along with an earnest money of Nu. 50,000/- (Ngultrum Fifty Thousand only) for the supply of laboratory equipment and consumables and AI and LN2 equipment/ items only and Nu. 15,000/- (Ngultrum Fifteen Thousand only) for LN2 transportation vehicle hiring in the form of Demand Draft in favour of the Regional Director, Regional Livestock Development Centre, Kanglung.
  8. The rate should be quoted strictly as per the “list of materials” specified or as attached herewith.
  9. All the rates must be quoted only in Ngultrum.
  10. Manuals, catalogues, photos or any relevant information on the items attached will support the bid for the validation or selection of the bidder.
  11. The bids shall be valid for one year only.
  12. The supply of items should be completed within 60 days from the date of issue of supply order. All materials are to be delivered or handed over in person to the office of Regional Livestock Development Centre, Kanglung.
  13. Any materials or equipment not meeting the specifications provided will be rejected and lifting of the rejected materials will be the responsibility of the concerned suppliers.
  14. Timely supply of materials is an important aspect of the tender. If the successful bidder fails to deliver the materials within the given stipulated time, the supplier’s earnest money deposit will be forfeited and the supply of items will be sanctioned to the second lowest bidder.
  15. In case of delay in delivery, the supplier shall be liable to pay penalty/ liquidity damage calculated from expiry of the contractual delivery period for each day the delay lasts.
  16. Payment towards the cost of materials ordered will be made only after completion of delivery to the concerned office as stated in the ToR. No advance payment will be made under any circumstances.
  17. The BIT/TDS will be deducted from the bill amount as per the government existing rules.
  18. In case of any equipment that require special installations, calibration and setups, it must be done by the suppliers themselves.
  19. In addition to the above ToR whichever is applicable, the following ToRs should be followed for LN2 transportation vehicle hiring:

- The required vehicle should be deputed at scheduled intervals of 45-50 days for distribution of LN2 and AI inputs to the AI Centres in the six eastern Dzongkhags and as and when required by the Centre as per the work order.
  - The purchaser shall not entertain halt charge in any means.
  - The bidder shall take care of road blocks and strikes besides procuring agency. The bidders will not be paid for halt charges in any case.
  - The quoted rate per km is applicable for one way only from the station.
  - The quoted rate shall be inclusive of all loading and unloading charges.
  - The bidder shall be responsible for any losses or misplacement of goods during the time of transit.
  - The bidder shall be responsible and ensure the vehicle is in good condition at all times.
  - The bidder shall insure that the driver concerned carry all valid licenses and documents at the time of hiring period.
20. In the event of dispute over the issues not covered by the above terms and conditions, the Procurement Rules and Regulations 2019 shall be referred and its content with regards to the situation will be considered final and binding.

A handwritten signature in blue ink, appearing to read 'P. Zangmo', with a horizontal line underneath.

**(Ms. Tashi Zangmo)**  
**Offtg. Regional Director**