



**GOVERNMENT OF MIZORAM
OFFICE OF THE DIVISIONAL FOREST OFFICER
THENZAWL FOREST DIVISION
THENZAWL, MIZORAM**

Email id: thenzawlforest@gmail.com

Dated Thenzawl, the 8th April, 2025

No.F.16016/4/2024- TFD/41

TENDER NOTICE

The Divisional Forest Officer, Thenzawl Forest Division invites sealed Tender for the supply of foodstuff to Deer Park, Thenzawl for a period of **1 (one) year** w.e.f. **01.05.2025 to 30.04.2026.**

Last date for submission of tender is **28.04.2025 (Monday) upto 13:00 Hrs** (Indian Standard Time) and the tenders will be opened on the same day after closing of the Tender Box.

Tender documents with detailed Terms & Conditions can be obtained from the Office of the undersigned on payment of Rs. 100/- (Rupees One Hundred only) during Office hours on all working days or can be downloaded from EF&CC Department's website <https://forest.mizoram.gov.in/>.

Sd/- Dr. R. LALNUNGRENGA
Divisional Forest Officer
Thenzawl Forest Division
Thenzawl, Mizoram

Memo No. F.16016/4/2024- TFD/41


Dated Thenzawl, the 8th April, 2025

Copy to:

1. Commissioner & Secretary to the Government of Mizoram, Environment, Forests & Climate Change Department for kind information with reference to his letter No.B.12015/10/2019- FST dt 03.04.2025. Copy of terms and conditions along with list of food items are enclosed.
2. The Principal Chief Conservator of Forests, Mizoram, Aizawl for favour of kind information. Copy of terms and conditions along with list of food items are enclosed.
3. Chief Wildlife Warden, Aizawl, Mizoram for favour of kind information. Copy of terms and conditions along with list of food items are enclosed.

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4. The Conservator of Forests, Central Circle, Aizawl, Mizoram for favour of kind information. Copy of terms and conditions along with list of food items are enclosed.
5. Director, Information & Public Relations Department for favour of publication of the Notice Inviting tender as per sample copies enclosed herewith in two (2) local newspapers (preferably Vanglaini and The Aizawl Post) for two consecutive issues each.
6. Range Officer, Thenzawl Forest Range.
7. Office Notice Board.
8. Website Manager, PCCF's Office for uploading in the Department's website.


Divisional Forest Officer
Thenzawl Forest Division
Thenzawl, Mizoram


**TERMS AND CONDITIONS FOR SUPPLY OF FOODSTUFF TO DEER PARK,
THENZAWL FOR A PERIOD OF ONE (1) YEAR (01.05.2025 – 30.04.2026)**

1. Tenders in the prescribed form duly completed in all respects and affixed with a non-refundable **court fee stamp worth Rs. 10/-** (*Rupees Ten only*) along with requisite documents should be submitted in a sealed cover (*sealed with wax*) addressed to the Divisional Forest Officer, Thenzawl Forest Division with superscribed “**TENDER FOR SUPPLY OF FOODSTUFF TO DEER PARK, THENZAWL**”. In case of ST/ SC/ OBCs, no court fee stamp will be required but the tenderer shall enclose an attested copy of **House Tax Payee Certificate** (HTPC). The prescribed tender forms along with the lists of food items can be collected from the office of the undersigned on payment of Rs. 100/- (*Rupees One Hundred only*) during Office hours or may be downloaded from EF&CC Department’s website <https://forest.mizoram.gov.in/>.
2. Tenderer should quote the rate (*inclusive of all taxes*) of each article which he/ she is prepared to supply in the manner provided in the prescribed Tender form. The total quoted price for each food item must also be mentioned in the Tender form in both figures and words. Corrections, if any, should be duly signed by the tenderer with date.
3. Each tenderer is also required to produce a sample of major items (*as mentioned in Annexure- III*) at the time of opening of tender, failing which his/ her tender shall be treated invalid.
4. The tenderers should sign with date the declaration appended to the Tender form (*Annexure-IV*).
5. All tenders must be put by the tenderer in the tender-box kept for the purpose in the Office of the Divisional Forest Officer, Thenzawl Forest Division, Thenzawl Forest Division Complex, Phaitetlang, Thenzawl. No tender delivered by post shall be accepted. The tender-box shall be closed at **13:00 hours** (*Indian Standard Time*) on **28.04.2025 (Monday)**. No tender delivered after the specified date and time shall be considered under any circumstances. The tender will be opened on the same day immediately after the closure of the tender-box, unless for special reasons, the Tender Inviting Officer notifies otherwise on the Office notice board.
6. The tender will be opened in the office of the undersigned, in the presence of tenderers who must be present personally or through their authorized agents. Comparative statement of the tender will be examined by the Departmental Purchase Advisory Board (DPAB) and their recommendation shall be communicated to the Government for approval whose decision shall be final.

7. There is no obligation on the part of the undersigned, to accept/ select the lowest tender and the undersigned reserves the right to accept or reject any tender without assigning thereof.
8. The tender shall be accompanied by the following documents:
- i) (a) Earnest Money Deposit in the form of Bank Demand Draft/ Call Deposit for a total amount of 2% of the total bid amount (for one year), issued by any nationalized bank, in favour of the Divisional Forest Officer, Thenzawl Forest Division, Thenzawl, Mizoram. No tender shall be entertained without the Earnest Money Deposit.
(The earnest money of the unsuccessful tenderers will be released to them on request after the issue of final work order and that of the successful tenderer after he has deposited security as per clause 11).
(b) An up-to-date **Income Tax Clearance Certificate** for Non-Mizos and **Professional Tax Clearance Certificate** for Mizo tenderers, (duly attested by a Gazetted Officer with official seal in case of photocopies of such documents)
(c) **Sales Tax Clearance Certificate** (if applicable).
 - ii) If the tender is submitted by non-Mizo person belonging to any of the Scheduled Castes, Scheduled Tribes or Other Backward Classes recognized in the State of Mizoram, then in addition to the requirement of (a) and (b) above, he/ she should submit the original **Social Status Certificate** or a photocopy duly attested by a Gazetted Officer in support of his claim to belong to such community from the competent authority.
 - iii) **Three Specimen Signatures** of tenderer duly attested by a Gazetted Officer with full name, designation and seal.
 - iv) The authority receiving the tender may call for any other particulars from a tenderer with a view to identifying the tenderer and/ or for verifying his financial soundness, before accepting or rejecting his/ her tender.
 - v) Signed declaration as prescribed in the Tender Form.
 - vi) **Passport size photograph** of the tenderer duly attested by any Gazetted Officer with his official seal which is to be pasted/ affixed in the Tender Form.
Any tender not accompanied with the above mentioned documents will be liable to rejection without giving any opportunity to the tenderer to be heard or to explain.
9. Tender submitted without the following due procedure shall be treated as invalid.
10. The successful tenderer shall have to execute a deed of contract in the prescribed form within 5 days from date of receipt to the approval from the undersigned.

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11. The selected tenderer shall have to deposit a security deposit, the amount of which will be fixed as per existing norms, which may be 10% for non-tribal and 5% for tribal as the case may be.
12. In case the selected tenderer fails to execute the deed of contract or furnish the security deposit within the stipulated time or wants to withdraw his/her tender, or does not supply at the agreed rate, the Earnest Money Deposit by him/ her will be forfeited to the Government. Further, if the selected tenderer fails to supply the feed as per the contract, the security deposit made by him/ her will be forfeited to the Government.
13. The selected supplier shall supply the foodstuff at the Deer Park site as per feed requirement prepared by the Veterinary Officer/ Range Officer which will be received by the Officer-in-charge appointed by the undersigned who will exercise the power to accept or reject any or all the items of foodstuff supplied, depending on the quality, quantity etc.
14. The selected supplier shall supply feed items as per requirements every day or alternate day basis, as the case may be. The daily requirement given in the Tender Form is only approximate value and it may change depending upon the season, physiological status and number of animals present at the Deer Park. Any such change shall be notified and communicated to the supplier by the Officer-in-charge as and when required.
15. The selected supplier shall submit his/ her bill to the undersigned through Range Officer, Thenzawl Forest Range exactly as per the quantity supplied. Bills without the counter signature of Range Officer shall not be entertained.
16. Any breach of contract/ default in supply may cause termination of contract at any time and the security deposit made by the selected tenderer will be forfeited to the Government.


(Dr. R. LALNUNGRENGA)
Divisional Forest Officer
Thenzawl Forest Division
Thenzawl, Mizoram

**TENDER APPLICATION FORM FOR SUPPLY OF FOODSTUFF TO DEER PARK,
THENZAWL, MIZORAM
W.E.F. 01.05.2025 – 30.04.2026**



To,

The Divisional Forest Officer,
Thenzawl Forest Division,
Thenzawl, Mizoram

Subj: Submission of Tender Form for supply of foodstuff to Deer park, Thenzawl for one (1) year (01.05.2025 – 30.04.2026)

Sir,

In response to your notice inviting Tenders along with terms & conditions issued under Memo. No. F.16016/4/2024- TFD/41 dt.08.04.2025, I hereby submit my tender as follows:

1. Full name of the Tenderer (in block letter): Shri/ Smt _____
2. Name of father/ husband _____
3. Address: i) Village _____ ii) Post Office _____
iii) District _____ iv) Phone/ Fax No. _____
4. Previous experience, if any _____
5. Amount of Earnest Money deposited: Rs. _____ vide DCR/ DD No. _____
Dt. _____ on _____
6. List of enclosures: i) _____ ii) _____
iii) _____ iii) _____
iv) _____ v) _____
vi) _____ vii) _____
viii) _____ ix) _____
x) _____

[NB: Price quoted should be submitted in a prescribed form (Annexure- III)]

Yours faithfully,

Date:

Signature: _____
Name: _____
Address: _____
Contact No.: _____



ANNEXURE-III

**LIST OF FOODSUFF TO BE SUPPLIED TO DEER PARK, THENZAWL DURING
01.05.2025 – 30.04.2026**

Sl. No.	Item of foodstuff	Quantity (Approx. daily requirement)*	Price quoted in figure (In Rs. / Unit)	Price quoted in words (In Rs.)
1	Green fodder	5 Kg		
2	Gram (Chana)	1.4 Kg		
3	Wheat barn	1 Kg		
4	Green leaf vegetables	0.45 Kg		
5	Emblica/ other seasonal wild fruits	0.45 Kg		
6	Salt lick	0.59 Kg		

*This is only approximate value and actual requirement may vary depending upon the season, physiological status and number of animals present in the park.



ANNEXURE-IV

DECLARATION

I do hereby declare that I have gone through and understood the relevant terms & conditions of the tender clearly & undertake to abide by them; further undertake that I will not withdraw the tender offered by me. If I withdraw the tender, then I shall be liable to fine by way of forfeiture of my earnest money deposited to me by the Government as Forest Revenue.

Signature of Tenderer: _____ Full Name: _____
Date: _____

(NB: The tenderer should strike out the portion which is not applicable to his/her tender)



ANNEXURE-V

ATTESTED SPECIMEN SIGNATURE OF TENDERER

Full name

Specimen signature

1. _____

2. _____

3. _____

Attested by:

NOTICE INVITING TENDER

Divisional Forest Officer, Thenzawl Forest Division invites Sealed Tender for supply of foodstuff to Deer park, Thenzawl for duration of **one year (01.05.2025 – 30.04.2026)**.

Last date for submission of tender is **28.04.2025 (Monday) upto 13:00 Hrs (Indian Standard Time)** and the tenders will be opened on the same day after closing of the Tender Box.

Tender documents with detailed Terms & Conditions can be obtained from office of the undersigned during Office hours on all working days, or may be downloaded from EF&CC's website <https://forest.mizoram.gov.in/>.



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