



No.G.28012/23/2019-IFAD-SCRAM/PROC/

Dated Aizawl, the 13<sup>th</sup> August, 2021

## Meeting minutes for the bid opening of “Supply of Knapsack Sprayer Set”

### Attendance: Enclosed (Form 1)

A meeting for the opening of bids (Request for bid) was held on 13<sup>th</sup> August, 2021, 3:00 PM at the office chamber of the Chief Executive Officer, SCRAM and State Project Director, FOCUS (CEO & SPD, SCRAM-FOCUS). The meeting was chaired by the CEO & SPD, SCRAM-FOCUS and was attended by officials from PMU, FOCUS and interested bidders through a virtual conference (Zoom conference).

At the onset, the CEO & SPD, SCRAM-FOCUS thanked all members who participated the session and requested the Procurement Officer to give a brief narrative of the procurement process. The Procurement Officer highlighted the following information as how the procurement was undertaken and way forward to completed the process.

**Background:** The project (FOCUS-Mizoram), on behalf of SCRAM has undertaken the procurement for “Supply of Knapsack Sprayer” for agricultural purpose to be distributed to the Farmer Interest Group (FIGs) in each district areas. The required quantity issued was for 5000 units, to be delivered on each district as mentioned in the bid document.

**Mode of procurement:** The project follows IFAD procurement guidelines as per directions of the “Letters to the borrower” and “Financing Agreement” of the project design.

The procurement was advertised at a national level through a National Competitive Bidding (NCB) as approved in the Procurement Plan 2021-22. The bid was advertised from 13<sup>th</sup> July, 2021 till 13<sup>th</sup> August, 2021 (2:00 PM).

### Evaluation:

- The evaluation shall be undertaken by the Evaluation Committee as nominated by the bid opening committee- **Enclosed (Form 3)**
  - The evaluation shall be based on Module K2: General Evaluation Procedures for Goods, Works and Non-Consulting Services of IFAD Procurement Handbook, 2020 edition.
  - Every stage of evaluation shall be reviewed by IFAD and shall issue no objection in order to be valid.
  - The project shall publish the result of the Technical Evaluation on the website of FOCUS-Mizoram. All bidders are requested to regularly check the website for information.
  - All firms who qualified technical evaluation shall provide one sample each of their product for inspection by the evaluation committee as mentioned in Section VI/Technical Specification/Inspection and Test of the bid document for further evaluation.
- Based on the outcome of material/sample inspection, the Evaluation Committee may recommend the lowest price bid along with technical evaluation.



Procurement of Goods: “Supply of Knapsack Sprayer Set”  
MZ/PMU/PP 2021-22/G/3



**SOCIETY FOR CLIMATE RESILIENT AGRICULTURE IN MIZORAM (SCRAM)**  
Fostering Climate Resilient Upland Farming System in the Northeast (FOCUS), Mizoram



**Notice of Intend to Award Contract (NOITA):**

The project shall issue NOITA after all evaluations are completed and no objected by IFAD to be shared with all bidders who had participated the bid (qualified for financial evaluation). NOITA shall be published on the website of FOCUS-Mizoram.

**Award of contract:**

The project shall arrange a negotiation in the conditions of the contract and subsequently award contract to the most qualified bidder after obtaining IFAD no objection.

After hearing all necessary information related to the procurement process from the Procurement Officer, the bid opening was conducted by the Manager (Finance & Accounts) and the Bid Opening Committee has inspected the bid forms, initialed with date and checked the authenticity of the documents.

List of Bidders: Enclosed (Form 2)

No. of bids received on time : 6  
No. of late bids : NA

The Bid Opening Committee handed the bid documents to the Procurement Officer and to be evaluated by the Evaluation Committee.

**Appointment of Bid Evaluation Committee: Enclosed (Form 3)**

On the recommendation of the Bid Opening Committee, the following Officers and Staffs are hereby appointed for the Evaluation Committee:

Sl. No.	Designation	Appointed for
1	Deputy Director, Agri, PMU FOCUS	Chairman
2	Manager, F&A, PMU FOCUS	Evaluator
3	Procurement Officer, PMU FOCUS	Evaluator
4	Technical Officer, Agri, PMU FOCUS	Evaluator

After the session of bid opening is done, the CEO & SPD, SCRAM-FOCUS thanked all members participated in the meeting/session and request the Evaluation Committee to have a fair and transparent evaluation.

The meeting/session ended with thanks from the chair.



  
(R.K. NTHANGA)  
Chief Executive Officer, SCRAM  
&  
State Project Director, FOCUS





FORM-1  
**ATTENDANCE SHEET**

Bid Opening for "Supply of Knapsack Sprayer"

Venue: Office of the Chief Executive Officer, SCRAM and State Project Director, FOCUS

Date: 13<sup>th</sup> August, 2021; Time: 3:00 PM

**Officials from PMU, FOCUS**

Name	Designation	Signature
R.K. NITHANGA	CEO & SPD, SCRAM-FOCUS	
LALMALSAWMA	DD, Agriculture, PMU	
HMANGAIHZUALI	DD, Horticulture, PMU	
LALMUANSANGA	Manager, F&A	
LALNGILENIA	Dy. Manager, MIS	
DAVID GOLIANSPIANGA	Procurement Officer	
LALAWMZUALI	Technical Officer, Agriculture	

**Bidders participated through virtual mode**

Name of the firm	Email id	Contact number
JA Infratech	irinfrasl@gmail.com	9832369655
Johnson Diesel Sales & Service	andrew@jdsmail.com	0389-2317635/8441038682



Acknowledged by

(R.K. NITHANGA)

Chief Executive Officer, SCRAM

&

State Project Director, FOCUS



FORM- 2

**List of Bid received**

Assigned abbreviation	Name of Bidder
Bidder 1	JR INFRA TECH, SILIGURI, W- BENGAL
Bidder 2	JOHNSON DIESEL SALES & SERVICE, AIZAWL, MZ
Bidder 3	A&A ENTERPRISE, TUIKUAL, AIZAWL, MZ
Bidder 4	TILAK AAKRITI SERVICES, KOLKATA
Bidder 5	MASAND AGRITECH, INDORE
Bidder 6	RATNAGIRE IMPEX. PVT. LTD, MYSORE
Bidder 7	
Bidder 8	
Bidder 9	
Bidder 10	



Acknowledged by,

(R.K. NIPHANGA)

Chief Executive Officer, SCRAM

&

State Project Director, FOCUS



FORM- 3

**Proposed Evaluation Committee**

Sl. No.	Designation	Appointed for
1	Deputy Director, Agri, PMU FOCUS	Chairman
2	Manager, F&A, PMU FOCUS	Evaluator
3	Procurement Officer, PMU FOCUS	Evaluator
4	Technical Officer, Agri, PMU FOCUS	Evaluator

Approved by,



(R.K. NITHANGA)

Chief Executive Officer, SCRAM

&

State Project Director, FOCUS

13/8/2021