



Bio-Resources Development Centre

(A Government of Meghalaya R & D Institution under Science & Technology, Planning Department)

5¹/₂ Mile, Upper Shillong, Shillong – 793009, Meghalaya.



0364-2561530 |



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brdcshillong@gmail.com / brdc-shillong@gov.in

GOVERNMENT OF MEGHALAYA

BIO-RESOURCES DEVELOPMENT CENTRE(BRDC)

Notice Inviting Quotation (NIQ)

FOR

Construction of Seed Storage Units in designated villages of Meghalaya

**Director,
Bio-Resources Development Centre,
&
Project Director,
Science & Technology Cell,
PIP & SD Department
Shillong.**

NOTICE INVITING QUOTATION

Construction of Seed Storage Units in designated villages of Meghalaya

Employer: *Bio-Resources Development Centre*

Contract Title: *Construction of Seed Storage Units in designated villages of Meghalaya*

NIQ No:File No: P1-PLN/BRDC/0401/2024/NF/100

Sl. No	Description	Date & Time
1	Date of Issue of NIQ	22nd June, 2026
2	Last Date and Time of submission of NIQs	7th July, 2026, 3:00 PM
3	Opening of NIQs	7th July, 2026, 3:30 PM

**NOTICE INVITING QUOTATIONS FOR CONSTRUCTION OF SEED STORAGE
UNITS IN DESIGNATED VILLAGES OF MEGHALAYA**

To

Dear Sir/Madam,

**Subject: Notice Inviting Quotations for Construction of Seed Storage Units in
designated villages of Meghalaya**

1. Scope of Work

1.1 Pre-bid Requirement

- A pre-bid site visit is mandatory. Bidders shall inspect the site and satisfy themselves regarding accessibility, local conditions, availability of materials, labour and all factors affecting execution of the work.
- No claim arising from failure to inspect the site shall be entertained after submission of quotation.

1.2 Project Locations

The work/project is divided into four (4) separate Lots corresponding to the following locations:

1. **Thadnongiaiw** – Bhoi Rymbong C& RD Block, Ri Bhoi District
2. **Khweng** – Bhoi Rymbong C& RD Block, Ri Bhoi District
3. **Jaidoh** – Nongstoin C& RD Block, West Khasi Hills District
4. **Darechikgre-** Rongram C&RD Block, West Garo Hills District

2. General Construction Requirement

The Bidder/Contractor shall provide all labour, materials, tools, equipment, transportation, supervision and other resources necessary for successful completion of the works in accordance with the approved drawings, specifications and instructions of BRDC.

3. Objective of the Project

The objective is to construct seed storage units for safe storage of seeds and planting materials. The structure must conform strictly to the design layout/drawing, size, and technical specifications provided by BRDC.

4. Technical Specifications and Work Components

The work shall conform to the approved layout, drawings and specifications provided by BRDC. The Contractor shall use quality materials conforming to relevant BIS/ISI standards and good engineering practices.

4.1 Civil Works

- Earthwork (Cutting): **4.00 cum**
- Earthwork (Filling): **4.00 cum**
- Formwork: **21.75 sqm**
- Reinforcement: **109.27 qtl**
- Concrete Work: **6.34 cum**
- Brickwork: **258.33 sqm**
- Plaster Work: **26.36 sqm**
- Painting (including wall putty): **26.36 sqm**
- Wire Gauge: **39.00 sqm**
- Glass Mirror: **5.40 sqm**
- Door: **2 Nos. (3.93 sqm)**
- Shutter: **2.52 sqm**
- Roofing (Steelwork): **699.21 sqm**
- Roofing GI Sheet: **41.13 sqm**

4.2 Electrical Works

- **Wires & Cables:** ISI-marked FRLS copper wires (1.5 sq.mm to 6 sq.mm)
- **Conduits:** Heavy-duty ISI PVC conduits (minimum 25 mm diameter)
- **Switches & Sockets:** Modular type

- **Distribution Board & MCBs:** ISI-marked DB and MCBs

4.3 Site Preparation

- Clearing and Cleaning of designated area from debris and obstructions.

5. Inspection and Quality Assurance

The Bidder/Contractor shall ensure:

- Thorough inspection upon completion of work.
- Installation of all required components.
- Compliance with specified dimensions and design.
- Use of durable and approved materials.
- Structural stability and safety of all works.
- Proper completion and functionality of partitions and installations.

6. Warranty

- Warranty period (if any) must be clearly specified in the quotation.
- Bidder/Contractor shall provide details of defects liability and maintenance support (if any).

7. Submission of Quotation

The quotation should include:

- Detailed cost estimate.
- Work completion timeline.
- Warranty details (if any).
- Contractor/Bidder credentials and experience.
- Confirmation of site visit.

Terms and Conditions:

1. Lot-wise Award and Local Participation

- Bidders may submit quotations for one or more Lots. The Employer reserves the right to award one or more Lots to a single bidder or to different bidders based on the evaluated quotations, capacity of the bidder, and overall interest of the project.
- For efficient execution, supervision, coordination with local stakeholders, and timely completion of the work, preference may be given to bidders having an established

office, operational presence, or demonstrated experience in the respective district or locality, provided that such bidders are otherwise substantially responsive and technically qualified.

- The Employer reserves the right to evaluate and award each Lot independently and is not bound to award all Lots to the lowest bidder or to a single bidder.
- The decision of the Employer regarding allotment of Lots shall be final and binding.

2. Eligibility : A Bidder/Contractor (a) shall not participate in more than one Quotation; (b) shall not have Conflict of interest as defined in the Procurement Regulations; and (c) should not have been (i) temporarily suspended or debarred by the State/Central Government/PSU's or (ii) blacklisted or suspended by Central or any State Government Departments in India.

3. Clarifications & Amendments: If the Bidder receives any request for clarification of this NIQ Document, it will upload its response together with any amendment to this document, on www.megbrdc.nic.in for information of all Bidders. Bidders should check on the website, for any amendments to the terms and conditions and for Award of Contract.

4. Completion Period: The work shall be completed within **90 days** from the date of issue of the Work Order. The contractor shall be responsible for all materials, labour, equipment, transportation, safety measures, and execution of the work until completion and handing over.

5. Employer Address (and quotation Delivery Address):

Bio-Resources Development Centre, 5 ½ Mile, Upper Shillong – 793009

6. Quoted Price

- a. The quoted rate shall be inclusive of all labour, materials, transportation, loading/unloading, tools, equipment, taxes, duties and incidental expenses necessary for completion of the work.
- b. GST shall be indicated separately.
- c. Rates shall remain firm throughout the contract period and shall not be subject to escalation.
- d. No extra payment shall be admissible beyond the accepted contract value except where specifically approved by BRDC in writing.

7. Qualification of Bidders/Contractors shall:

- a. Possess valid legal capacity to enter a contract.
- b. Hold a valid Trade Licence/Registration Certificate.
- c. Possess valid GST Registration.
- d. Not be insolvent, bankrupt or under liquidation.
- e. Not be blacklisted, suspended or debarred by any Central Government, State Government, PSU or Autonomous Body.
- f. Have experience in execution of similar civil construction works.

- 8. Validity of Quotation:** Quotations shall remain valid for a period of ninety (90) days from the date of submission.
- 9. Documents Evidencing Qualification:** Bidders are requested to submit copies of the following documents as evidence of your qualification.
- a. Trade Licence/Registration Certificate.
 - b. GST Registration Certificate.
 - c. PAN Card.
 - d. Experience credentials of similar works.
 - e. Self-declaration regarding non-blacklisting.
 - f. Self-declaration regarding financial and legal standing.
 - g. Site Visit Confirmation.
- 10. Evaluation of Quotations:** The Employer will evaluate and compare the quotations that are determined to be substantially responsive i.e., which
- a. are properly signed; and
 - b. Eligibility and qualification of bidders.
 - c. Compliance with technical specifications.
 - d. Completeness of submitted documents.
 - e. Confirm the terms and conditions and specifications.
 - f. Quoted price.
 - g. Any historical information, if required may be asked from the bidders during evaluation of quotes.
 - h. Bid submitted should be in English Language only
 - i. The quotation will be evaluated on a consolidated basis.
- 11. Award of contract:** The Employer shall award the Work Order to the bidder whose quotation is substantially responsive and offers the lowest evaluated cost. The Employer reserves the right to accept or reject any quotation or annul the bidding process without assigning any reason.
- 12. Quality Assurance and Inspection:** The Employer or its authorized representative may inspect the work at any stage. Any defective work or materials shall be replaced by the Contractor at his own cost.
- 13. Defect Liability Period:** The Contractor shall remain responsible for any defects arising from faulty workmanship or materials for a period of twelve (12) months from the date of completion and handing over of the work. Any defects observed during this period shall be rectified by the Contractor at no additional cost to BRDC.

- 14. Liquidated Damages:** In the event of delay in completion beyond the stipulated period, liquidated damages at the rate of 0.5% of the contract value per week of delay, subject to a maximum of 10% of the contract value, may be imposed.
- 15.** You are requested to provide your sealed quote latest by **7th July, 2026, 3:00 PM**. Quotations that have been submitted on or before time will be opened at **3:30 P.M** on **7th July, 2026**, or it will be extended to the next working day.
- 16. Late and delayed quotation:** Late and delayed quotations will not be considered. In case any unscheduled holiday occurs on a prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening.
- 17. Payment:** Payment shall be released after satisfactory completion of work and certification by the authorized officer of BRDC. Payments may be made in stages, if specified in the Work Order. Following information must be clearly written in the quotation for RTGS / FUND TRANSFER: -
- a. Name of the Bidder/Contractor with complete postal address
 - b. Name of the Bank with Branch where the Account exist
 - c. IFSC CODE
 - d. ACCOUNT No
 - e. PAN No.
- 18.** The contractor shall bear all expenses towards labour, materials, tools, machinery, transportation, loading/unloading, safety equipment, Installations, Electrifications and any other resources required for successful completion of the work.
- 19.** Rates should be quoted as per format in ANNEXURE 1: FORMAT OF QUOTATION
- 20.** We look forward to receiving your quotations and thank you for your interest in this bid.

Important: - The Employer, namely the Bio-Resources Development Centre (BRDC), reserves the right to accept or reject any or all quotations without assigning any reason whatsoever and does not bind itself to accept the lowest quotation. The Employer further reserves the right to increase or decrease the scope of work, modify technical specifications, or omit any part of the work before the award of contract and issuance of the Work Order, without incurring any liability to the bidders

Sd/-
Director
Bio-Resources Development Centre, &
Project Director,
Science & Technology Cell,
PIP & SD Department
Meghalaya, Shillong.

ANNEXURE 1: FORMAT OF QUOTATION

Sl. No.	Description of works/Projects & Location	Amount (₹)	GST	Total Amount (₹)
1				
2				
3				
4				

Gross Total Cost (Including GST): ₹.

Amount in Words:

Rupees.....
..... only.

I agree to execute the above work in accordance with the specifications, drawings, terms and conditions of the Notice Inviting Quotations (NIQ) for a total contract price of ₹ _____ (Amount in Figures) (Rupees _____ only) within the completion period specified in the NIQ.

I further confirm that I have inspected the work sites and fully understood the nature and scope of the work, specifications, site conditions, and all obligations required for successful completion of the project.

I also undertake to rectify any defects arising from faulty workmanship or materials during the Defect Liability Period specified in the NIQ.

Signature of Bidder/Contractor/Authorized Signatory: _____

Name of Bidder/Contractor: _____

Name & Designation of Signatory: _____

Address: _____

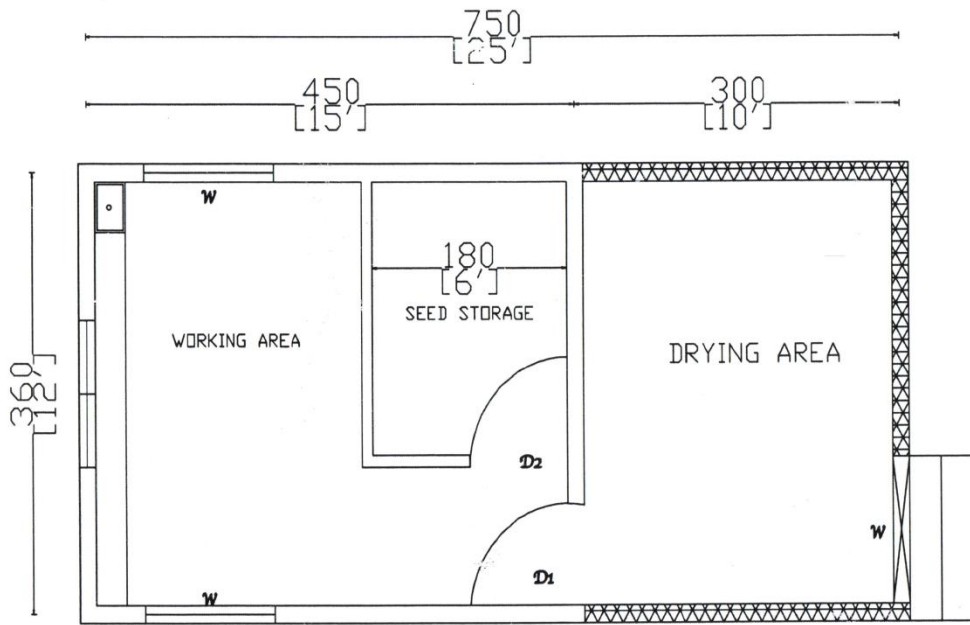
Contact No.: _____

Date: _____


Seal of Firm

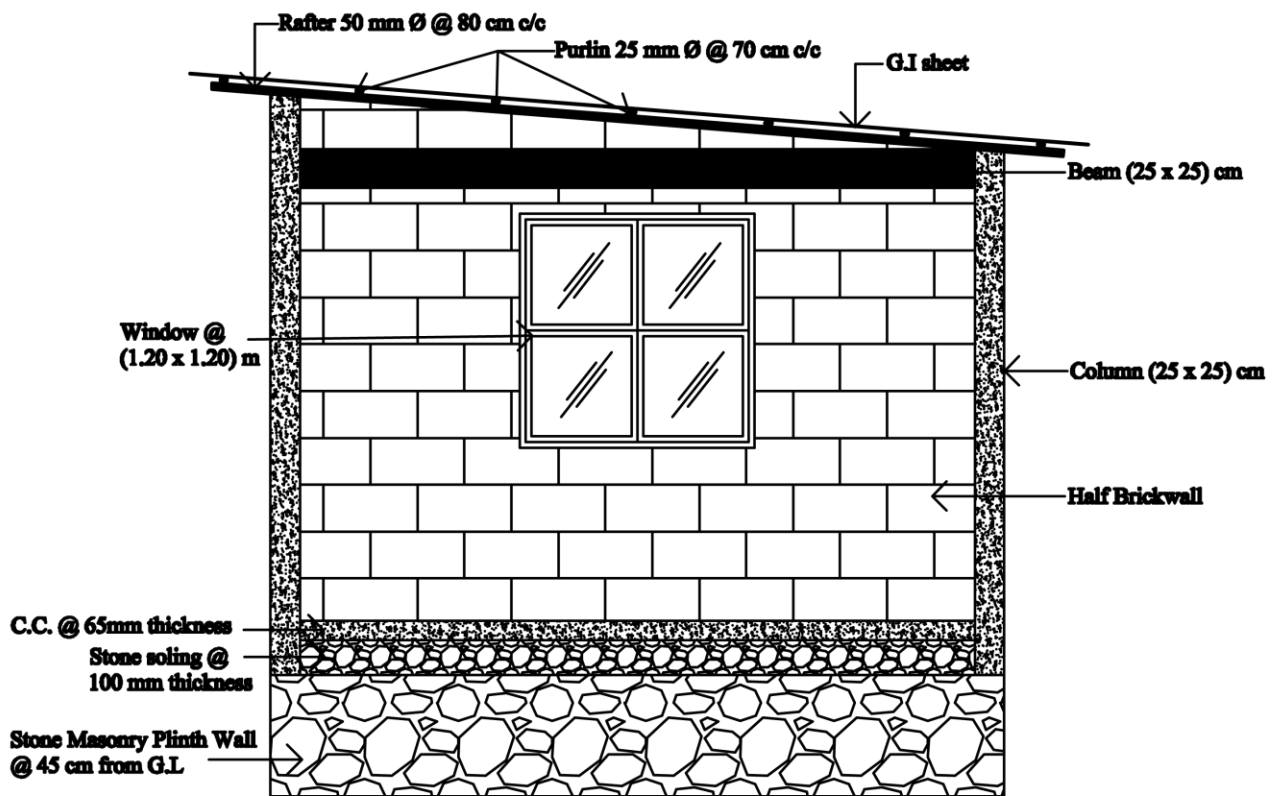
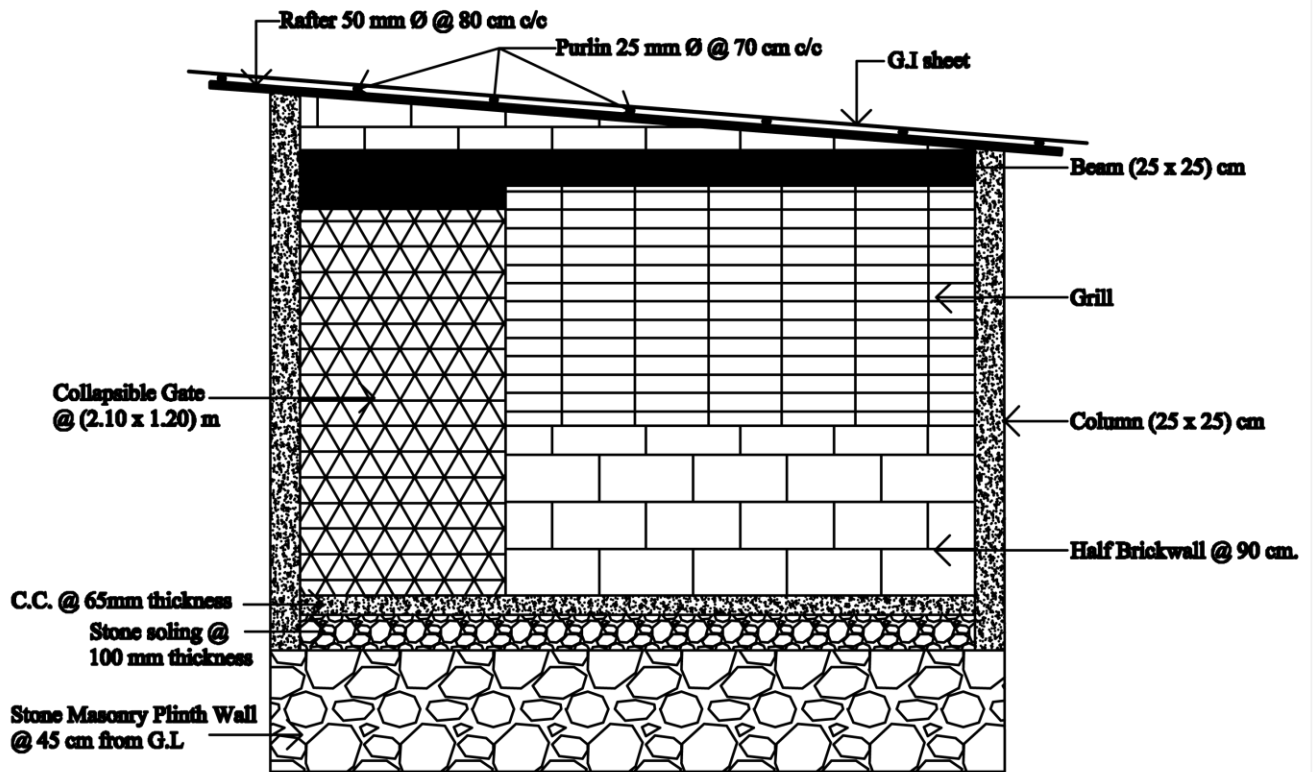
Annexure I

Layout

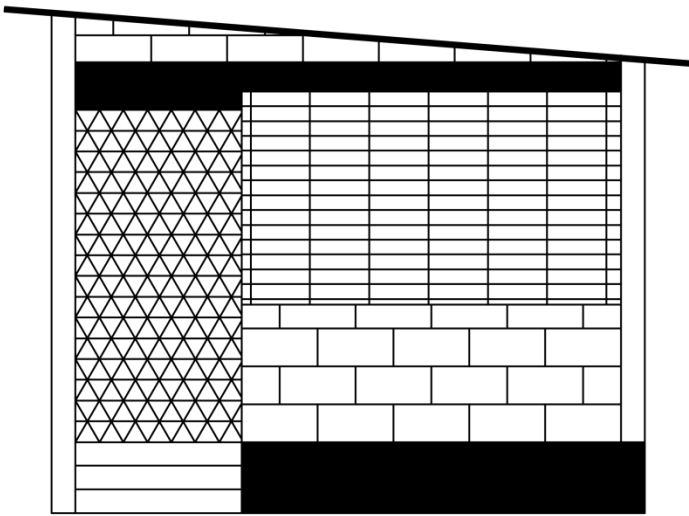


PLAN

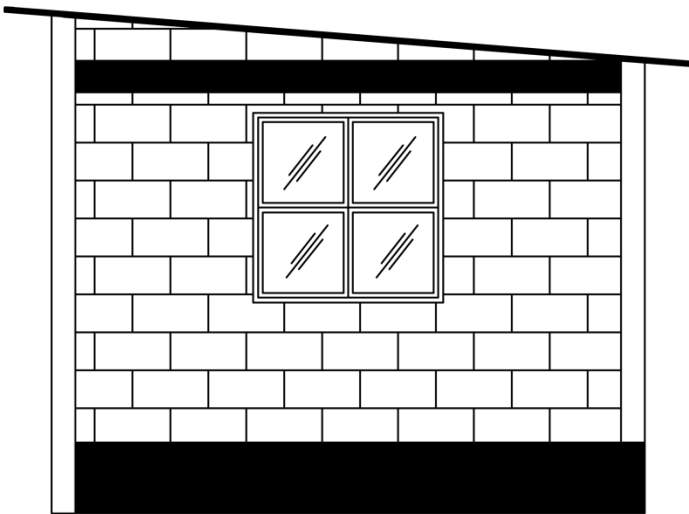
LEGENDS: 1. C-COLUMN 2. TB-TIE BEAM 3. FB- FLOOR BEAM 4.CB- CANTT. BEAM 5. LB- LANDING BEAM 6. SB- SECONDARY BEAM 7. S- SLAB 8. DS- DROP SLAB 9. CS- CANTT SLAB 10.DCS- DROP CANTT SLAB	PROJECT TITLE: SEED SAVING UNIT		SEISMIC CERTIFICATE THIS IS TO CERTIFY THAT CONSTRUCTION OF COMMUNITY SEED SAVING UNIT  Junior Engineer State Council of Science Technology & Environment, Meghalaya
	DRAWING TITLE: PLAN		
	Area Statement: 28.11Sq M & 300 Sq Ft		
	Scale = N.T.S.		



SECTION ELEVATION



FRONT ELEVATION



REAR ELEVATION

Door : D1 - (2.10 x 1.10) m
D2 - (1.80 x 0.90)m

C..Gate: G -: 2.10 x 1.20 m

Window : W - (1.20 x 1.50) m

PROJECT : SEED BANK

SCALE : DRAWING NTS

