



Bio-Resources Development Centre

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

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



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GOVERNMENT OF MEGHALAYA

BIO-RESOURCES DEVELOPMENT CENTRE (BRDC)

Request For Quotation (RFQ)

For

The Supply & Installation of a Pesticides Effluent Treatment Plant (ETP) in Quality Control & Analytical Laboratory (QCAL), Laitmynsaw, Upper Shillong.

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

REQUEST FOR QUOTATION

For

The Supply & Installation of a Pesticides Effluent Treatment Plant (ETP) in Quality Control & Analytical Laboratory (QCAL), Laitmynsaw, Upper Shillong.

Purchaser: *Bio-Resources Development Centre*

Contract title: *The Supply & Installation of a Pesticides Effluent Treatment Plant (ETP) in Quality Control & Analytical Laboratory (QCAL), Laitmynsaw, Upper Shillong.*

RFQ No: File No: BRD.4/2024/Pt.II/8

| S# | Description | Date & Time |
|-----------|---|---|
| 1 | Date of Issue of RFQ | 1st December, 2025 |
| 2 | Last Date and Time of submission of RFQs | 16th December, 2025 at 3:00 P.M |
| 3 | Opening of RFQs | To be notified later |

INVITATION FOR QUOTATIONS FOR THE SUPPLY & INSTALLATION OF A PESTICIDES EFFLUENT TREATMENT PLANT (ETP) IN QUALITY CONTROL & ANALYTICAL LABORATORY (QCAL), LAITMYNSAW, UPPER SHILLONG.

TO

Dear Sir/Madam,

Subject: Invitation for quotations for “The Supply & Installation of a Pesticides Effluent Treatment (ETP) in Quality Control & Analytical Laboratory (QCAL), Laitmynsaw, Upper Shillong.”

You are invited to submit your most competitive quotation for the following goods as per the mentioned lots below: -

***Detailed Specifications given at Annexure I,II,III,IV,& V**

| Sl. No. | Brief Description of Goods | Qty | Consignee Address | Delivery Period |
|---------|--|--------|---------------------------|--------------------------------------|
| 1 | Supply and Installation of Effluent Treatment Plant (ETP) of 2000 PLD daily with Reverse Osmosis System, construction with all required plants and machines as mentioned in Technical Specification. | 1 Sets | As mentioned in T&C Cl. 4 | To be mentioned in the Supply Order. |

Terms and Conditions

- 1. Eligibility:** A Bidder (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.

2. **Clarifications & Amendments:** If the Purchaser receives any request for clarification of this RFQ 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.
3. **Delivery of Items:** 30 days from the date of issue of the Purchase Order. All aspects of safe delivery shall be the exclusive responsibility of the vendor.
4. **Consignee Address (and quotation Delivery Address):**
Bio-Resources Development Centre, 5 ½ Mile, Upper Shillong – 793009
5. **Quotation Price**
 - a) The quantity offered should be 100% of the requirement for the quoted amount. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
 - b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
 - c) The transportation and installations charges should be included in the financial quotations and no other additional cost than what is quoted by the vendor will be accepted by BRDC
 - d) Goods and Service Tax (GST) should be indicated separately.
 - e) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - f) Bidder must expressly mention the name/brand/model of the items offered by them in the price schedule along with proper product brochures.
 - g) The bidder must mention in details about the product being offered in lieu of the specified specifications and not by simply mentioning “Complied”. Such bids with no proper details are likely to be disqualified.
6. **Qualification of Bidders**
 - a) Have the legal capacity to enter into a contract;
 - b) Not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
 - c) Not have had your business activities suspended or debarred from public procurement by the State Government of Meghalaya or Government of India.

7. **Validity of Quotation:** Quotations shall remain valid for a period not less than 90 days after the deadline date specified for submission.
8. **Documents Evidencing Qualification:** Bidders are requested to submit copies of the following documents as evidence of your qualification.
- Valid trading license/registration or equivalent/Exemption Certificate
 - Valid certificate of GST registration
 - Self-declaration to the effect the bidder is not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances.
 - Self-declaration that the bidder's business activities are not suspended or debarred from public procurement by the State Government of Meghalaya, any other State Government or Government of India.
 - Experience Criteria: Copies of contract/s or purchase orders or completion certificates issued on the name of the Bidder demonstrating its experience in similar product/services in the last 3 years (2022 – 2025).
 - Audited Financial Statements of last three years (2022 – 2023) demonstrating the average annual turnover of INR 5 lakh.
9. **Evaluation of Quotations:** The Purchaser will evaluate and compare the quotations that are determined to be substantially responsive i.e., which
- are properly signed; and
 - Confirm to the terms and conditions and specifications.
 - Any historical information, if required may be asked from the bidders during evaluation of quotes.
 - Bid submitted should be in English Language only
 - The quotation will be evaluated on a Lot wise basis.
 - The quotation will be evaluated based on marking system.
10. **Award of contract:** The Purchaser will award the supply orders to the bidders whose quotations have been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract. The numbers against each item may increase or decrease at the time of issuing the Purchase Order.
 - The bidder whose quotation is accepted will be notified of the issue of Supply Order by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order (sample form attached)
11. **Warranty/Guarantee:** Normal commercial warranty/ guarantee shall be applicable to the supplied goods (extended warranty) if required will be mentioned in the technical specifications.

12. You are requested to provide your sealed quote latest by 3:00 P.M on 16th December 2025. Quotations that have been submitted on or before time will be notified for the opening.
13. **Late and delayed quotation:** Late and delayed quotations will not be considered. In case any unscheduled holiday occurs on prescribed closing/opening date, the next working day shall be the prescribed date of closing/opening.
14. **Payment:** Payment will be made within 30 days from the date of successful delivery and acceptance of goods at BRDC Shillong, generally through RTGS / FUND TRANSFER. Following information must be clearly written in the quotation for RTGS / FUND TRANSFER: -
- (a) Name of the Firm with complete postal address
 - (b) Name of the Bank with Branch where the Account exist
 - (c) IFSC CODE
 - (d) ACCOUNT No
 - (e) PAN No.
15. **Installation Charges:** Supplier shall be responsible for installation whichever applicable and should have technical expertise and trained personnel to render “After Sales Services” during the warranty period.
16. Expenditure involves towards any extra materials required or labour involved for successful installation of the equipment, if not quoted for, would have to be borne by the tenderer.
17. Rates should be quoted as per format in ANNEXURE 1: FORMAT OF QUOTATION

18. We look forward to receiving your quotations and thank you for your interest in this bid.

Important: - The BRDC may accept or reject any or all the bids in part or in full without assigning any reason and doesn't bind itself to accept the lower bid. The BRDC at its discretion may change the quantity / upgrade the criteria / drop any item or there-of at any time before placing the work Order.

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

ANNEXURE 1: FORMAT OF QUOTATION

| Sl. No. | Description of Goods | Unit | Quoted Unit Rate Lot wise at destination in Rs. | GST and similar other taxes applicable on finished Goods/ Services | Total Price per line item at Destination - inclusive of discounts, all taxes and duties | |
|---------|----------------------|------|--|--|---|----------|
| | | | | | In Figures | In Words |
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |

Gross Total Cost: Rs.

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs..... (Amount in figures) (Rs. amount in words) within the period specified in the Invitation for Quotations.

We also confirm that commercial warrantee/ guarantee of at least 12 months shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

Signature of Supplier

SUPPLY ORDER

To:

M/s

.....

.....

Dear Sir,

Sub: Supply of

Reference: Your Quotation no..... Dated

Your quotation no..... of (Date) for the supply of has been accepted. You are requested to supply the following goods/equipment at the rates quoted by you and specified against each as per the specifications and terms & conditions specified hereunder:

| Sl. no. | Brief description of goods/ services | Specifications | Quantity to be supplied | Unit Rate (Rs.) | Total Price (Rs.) |
|---------|--------------------------------------|----------------|-------------------------|-----------------|-------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| | Total | | | | |

1. Delivery Period: Within 30 Day(s) from the date of issue of this supply order.
2. Place of delivery: As mentioned in Clause 4 of T&C
3. Consignee Address: Bio-Resources Development Centre, 5 ½ Mile, Upper Shillong - 793009
4. GST if any will be paid at actual prevailing on the date of supply (if not already included in the cost above.
5. Extended Warranty/Guarantee shall be 1 Years from the date of delivery and acceptance.
6. Payment shall be made within 30 days of delivery; and acceptance of the goods/equipment.
7. Additional terms and conditions (if Any) may be added by the Purchasers at the time of issuing the Supply Order.

(Purchaser)

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

Design basis of ETP Plant

| SR. NO. | DESCRIPTION |
|--|-------------------------------------|
| PROPOSED TREATMENT SCHEME OF EFFLUENT TREATMENT PLANT | |
| 1. | BAR SCREEN CHAMBER |
| 2. | COLLECTION TANK |
| 3. | PRIMARY CLARIFIER |
| 4. | AERATION TANK |
| 5. | CLARIFIER WITH TUBE SETTLER SYSTEM |
| 6. | SLUDGE DRYING BED |
| 7. | SETTLING WATER TANK |
| 8. | PRESSURE SAND FILTER |
| 9. | ACTIVATED CARBON FILTER |
| 10. | REVERSE OSMOSIS SYSTEM (RO SYSTEM) |

Treatment Scheme proposed for ETP

BAR SCREEN CHAMBER

Bar Screen Chamber is used in an ETP for Screening of solid waste materials in effluent water before entering a ETP, the residue solid materials are manually disposed.

EQUALISATION CUM COLLECTION TANK

Equalization tank is used in an ETP FOR COLLECTION OF Influent Water and adding and mixing of Flocculent and Coagulant Chemicals for bonding of micron particles into macro particles for solid and liquid separation.

PRIMARY CLARIFIER SYSTEM

Clarifier is a large, circular or rectangular settling tank used in wastewater treatment to separate solid particles from liquids through gravity. It is a mechanical sedimentation device that enables heavier solids to settle to the bottom as sludge, while lighter materials and clarified water rise to the top. Clarifiers are a crucial component in both the primary and secondary treatment stages of a wastewater treatment plant.

AERATION TANK

Aeration Tank is used in an ETP for Bio Culture of Bacteria for Sludge Formation where atmospheric oxygen is induced in the effluent water through Air Blowers for accelerating bacteria growth to form semi solid sludge.

MOVING BED BIO REACTOR SYSTEM (MBBR)

Moving Bed Biofilm Reactor (MBBR) is an advanced biological wastewater treatment process that uses thousands of free-floating plastic carriers to provide a large, protected surface area for microorganisms to grow. These carriers are kept in motion within a reactor tank by aeration or mechanical mixing. As the wastewater passes through the tank, the microorganisms in the biofilm on the carriers consume and break down the organic pollutants

CHLORINATION TANK

After the water comes from the clarifier it will go to the clear water tank by gravity where chlorination will be done by Measured dosing system where chlorine will kill the bacteria and pathogens present in the water

PRESSURE SAND FILTER

Pressure Sand Filter (PSF) is a physical filtration system used to remove suspended solids, turbidity, and dirt from water. In a wastewater treatment process, it is typically used in the pre-treatment stage to protect downstream equipment or as a final polishing step to ensure effluent meets discharge standards.

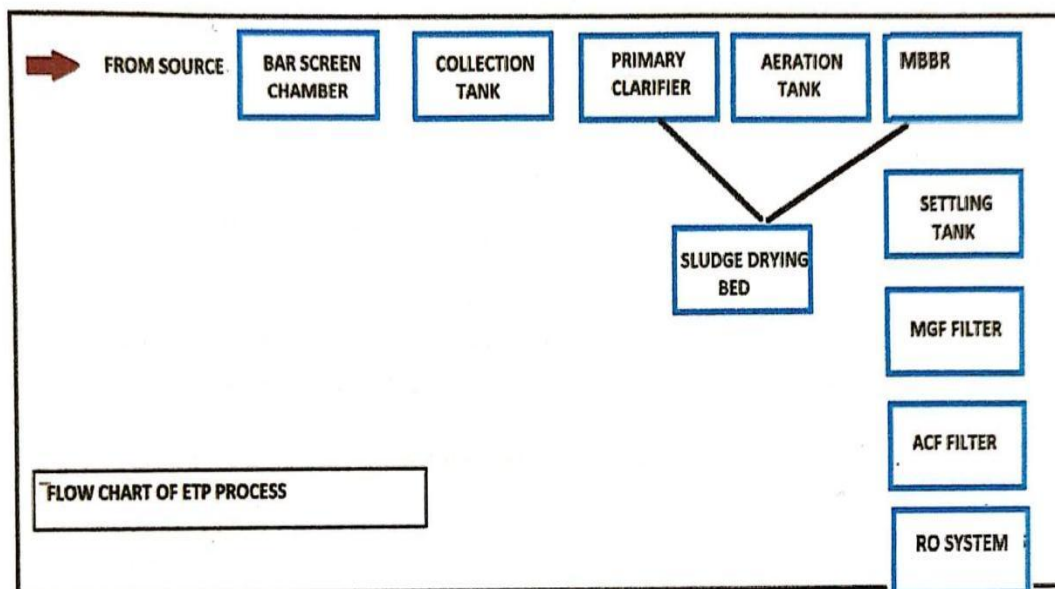
ACTIVATED CARBON FILTER

An activated carbon filter is a purification system that uses activated carbon to remove organic compounds, chlorine, and other impurities from water through a process called adsorption. It is frequently used for polishing effluent after other treatment stages, such as those described for high COD wastewater, to ensure a high quality of treated water

REVERSE OSMOSIS SYSTEM (RO SYSTEM)

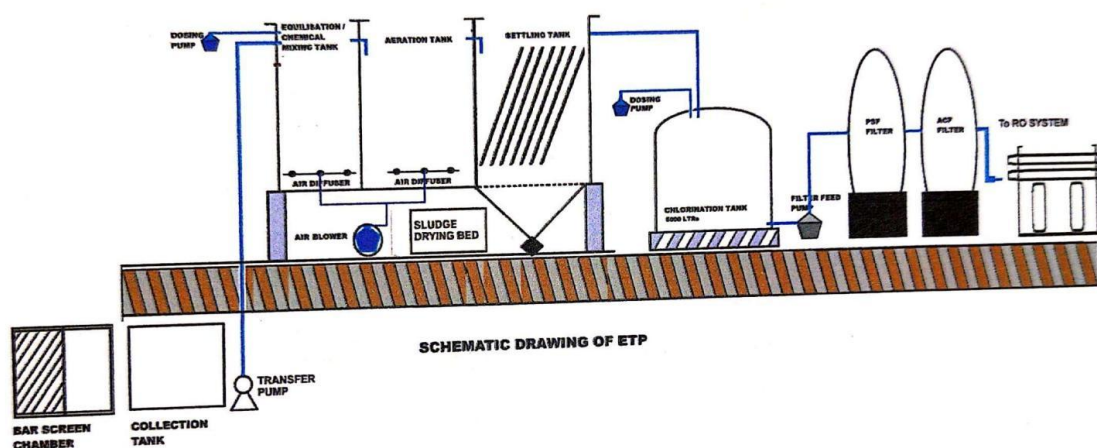
A reverse osmosis (RO) system uses a semi-permeable membrane to remove dissolved ions, unwanted molecules, and larger particles from water. In the treatment of highly contaminated water, like wastewater with a 7500 mg/L COD, an RO system would be used as an advanced, tertiary treatment step to polish the effluent after biological and other filtration processes have already removed the bulk of the contaminants.

FLOWCHART OF ETP PROCESS



Annexure-IV

SCHEMATIC DIAGRAM



Annexure-V

Summary of Estimate

| Sl. No. | Description | Qty |
|---------|--|--------|
| 1. | Supply and Installation of Effluent Treatment Plant (ETP) of 2000 PLD daily with Reverse Osmosis System, construction with all required plants and machines as mentioned in Technical Specification. | 1 Sets |

The rate quoted should include:

- Make/Brand Name with installation
- F.O. R BRDC, Upper Shillong, 5 ½ Mile, Upper Shillong
- Warranty Period minimum 1 years with after sales service.
- Installation etc.