



Meghalaya Basin Management Agency

Request for Quotations - Goods

for

*Procurement of Agricultural Items for Technology
Dissemination under CDP*

RFQ No: PLN/MBMA/13484/2025/NF/262

Issue date: 27th May, 2026

REQUEST FOR QUOTATIONS

Contract title: - Procurement of Agricultural Items for Technology Dissemination under CDP

RFQ Number: PLN/MBMA/13484/2025/NF/262

SI#	Description	Date & Time
1	Date of Issue	27 th May, 2026
2	Last Date and Time of submission of RFQs	15 th June, 2026 at 03:00 PM.
3	Opening of RFQ	15 th June, 2026 at 03:30 PM.
4	Mode of submission of RFQ	Hard copies of the quotation must be submitted
5	Address for communication	Meghalaya Basin Management Agency Procurement Division, Cluster Development Programme C/o Meghalaya State Housing Financing & Cooperative Society, Upper Nongrim Hills, Shillong, Meghalaya, India – 793003

Background

The Meghalaya Basin Management Agency (MBMA), which is a non-profit company, incorporated under the Planning Department, Government of Meghalaya is selected as implementing agency for implementing *the Cluster Development Programme - Turmeric cluster in West Jaintia Hills, Meghalaya*. MBMA will implement **Integrated Verticals i.e.**

- (i) **Pre-production & Production,**
- (ii) **Post Harvest Management and Value addition and**
- (iii) **Logistics, Marketing and branding** with Turmeric as focus crop

Lakadong Turmeric which is known as one of the finest turmeric varieties in the world with a curcumin content of more than 7% (almost 2% higher than other varieties), has been grown in the district for many generations. It is very much sought after for use in the cosmetic, pharmaceutical and food industry. However despite this good demand, farmers have not, till date, been able to realize the full economic potential of this crop primarily because of the small volume of production, preponderance of small and marginal farmers, absence of focused research, low individual volumes exacerbated by lack of organized aggregation, weak post-harvest management and market facilities, lack of universal access to information, skills and technology, unreliable price discovery, dominance of middle men, trader cartelization, access to finance and most importantly, insufficient quality planting material in Lakadong Turmeric. Farming families of the Jaintia Hills have been preserving and multiplying Lakadong mother plants for many generations but of late the decline and non-availability of quality mother rhizomes is a growing cause for concern.

Letter of Invitation

Procurement of Agricultural Items for Technology Dissemination under CDP

RFQ Number: PLN/MBMA/13484/2025/NF/262

Dated: 27th May 2026

Dear Sir/Madam,

Meghalaya Basin Management Agency (MBMA) now invites sealed quotations (Off-line) comprising of Technical & Financial documents from eligible suppliers for the supply and delivery of the following items mentioned in the table below:

Sl No.	Description	Quantity	Specification	Delivery location/ address
1	Neem Cake	3,000 Kgs	Please refer to " Technical Specifications" Annexure II	O/o The Meghalaya Basin Management Agency Procurement Division (CDP) C/o Laskein Village Laskein C & RD Block West Jaintia Hills.
2	Neem Oil (1% conc.)	15 Ltr		
3	Copper sulphate (CuSO ₄)	60 Kgs		
4	Quick Lime (CaO)	60 Kgs		
5	Micronutrient spray	12 Ltr		
6	Rock Phosphate	7,200 Kgs		

1. Quotations shall be submitted as per the format given at Annex- I and Annex - II along with other supporting documents as mentioned in the RFQ with a copy of the RFQ placed in a single sealed envelope, clearly marked as "Quotation for Procurement of Agricultural Items for Technology Dissemination under CDP"

2. Your quotation in the required format should be addressed to

Attn: Shri. A.S. Suting
Deputy Project Director
Meghalaya Basin Management Agency
Cluster Development Programme
C/o Meghalaya State Housing Financing & Cooperative Society,
Upper Nongrim Hills, Shillong, Meghalaya, India - 793003
Email: cdpprourement.mbma@gmail.com

3. Qualification of Bidders section:

Sl No	Criteria	Criteria details	Documentary evidence
1	Bid Security/ EMD	Bidders must submit an EMD of INR 15,000/- (Rupees Thirty Thousand only) is to be paid through DD/BG in favour of M/S MBDA CDP ESCROW A/C . Exempted for Micro & Small Enterprises under MSME Vendors (Certificate Copy need to provided)	Original Copy of the EMD if EMD submitting or MSME Certificate if exempted from EMD
2	Legal Status of the Bidder	The bidder must be a legally registered entity under Indian law, such as: <ul style="list-style-type: none"> • Private Limited Company • Public Limited Company • Limited Liability Partnership (LLP) • Partnership Firm • Sole Proprietorship • Trade License 	Attested copy of Incorporation Certificate issued by the Companies Registrar/concerned authority or any other certificate/document issued by government department in connection with proof of establishment or Registration
3	Bidder must have GST registration certificate issued by competent authority.	The bidder shall have applicable and valid registrations with statutory authorities such as PAN, GST	Attested copy of PAN, GST Registration
4	Past experience	The bidder must have a minimum of three years of experience (FY 2022-23, 2023-24, and 2024- 25) in supplying of agricultural products to government departments or public sector undertakings (PSUs) in Meghalaya.	The bidder must submit one work/supply order for each of the three financial years. Accordingly, a total of three work/supply orders must be submitted.
5	Financial Capability	The Bidder shall provide documentary evidence demonstrating compliance with the following financial requirement: the Bidder must have an average annual turnover of at least Rs. 2.00 Lakh during the last three financial years, i.e., 2022–23, 2023–24, and 2024–25. Copies of the audited financial statements for these years must be submitted.	Copies of the audited financial statements for these years must be submitted, i.e., 2022–23, 2023–24, and 2024–25.
6	Bankrupt & not suspended	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 or Government of India.	Self-declaration must be submitted in the letter-head of the bidder
<p>Note: Bidders must submit all required documents in accordance with the criteria specified under the Qualification of Bidders section. Failure to submit the supporting documents in accordance with the Qualification of Bidder criteria will be deemed non-responsive, resulting in the rejection of the quotation</p>			

4. **The deadline for receipt of your sealed quotation is 15th June, 2026 by 3:00 PM. Quotations will be opened on 15th June, 2026 at 3:30 PM. Late quotes will be rejected.**

5. **All requests for clarifications shall be submitted via email to cdpprocurement.mbma@gmail.com on 04th June, 2026 by 4:00 PM, The purchaser shall respond to all requests for clarifications by: 05st June, 2026 by 4:00 PM.**

6. Quotations should be submitted in physical form (hard copy) either by hand or by post/courier by the deadline and to the address stated above.

7. Evaluation of Quotation

a) The Purchaser shall evaluate and compare the quotations that are determined to be substantially responsive, i.e. which,

i. are properly signed and sealed;

ii. have submitted the required documents and meet the criteria specified as indicated above;

b). Bidders have to quote for all items, however, all items mentioned in the offered lot must be quoted. A partial quote for the respective Lots will not be accepted. If a quotation shows Goods listed but not priced, their prices shall be assumed to be included in the prices of other items. An item not listed in the quotation shall be assumed not to be included in the quotation.

c). The purchaser shall award the contract to the bidder whose offer has been determined to be the lowest priced quotation. The financial evaluation will be based on the total amount quoted for all items. If two or more bidders submit identical bid amounts, the contract will be awarded to all such bidders by dividing the quantity equally among them. If any of these bidders decline to accept a partial supply, the successful bidder will be selected through a draw of lots.

d). Any historical information, if required may be asked from the bidders during evaluation of quotes.

e). Mere submission of quotation does not entitle a bidder for award of contract.

8. **Prices.** Prices shall be in INR (Indian Rupees).

9. Payment.

a) Payment shall be made within 30 days after satisfactory delivery of the Goods and certified by the concerned officer of Cluster Development Programme.

b) Invoice copy must be accompanied with Delivery challan and copy of the Supply/Work order.

c) Bank details of the Bidder must be mentioned in the invoice.

d) All payments to the successful bidder shall be made by Account Transfer only.

e) All taxes (including GST, etc.) shall be dealt with as per the Govt. laws

f) No advance payment shall be made.

Delivery: To be delivered in Shillong at the O/o The Meghalaya Basin Management Agency Procurement Division (CDP) C/o C/o Laskein Village, Laskein C & RD Block, West Jaintia Hills.

10. Delivery Schedule (as per Incoterms 2010): All items should be delivered within 15 days after issue of this supply order. Bidders must state an exact delivery time in the quotation.

11. Validity. Your quotation should be valid for a period of 90 days from the date of your quotation.


12. Others:

a) MBDA is not bound to accept any quotation, nor award a contract/work order, nor be responsible for any costs associated with supplier's preparation and submission of quotation, regardless of the outcome or the manner of conducting the selection process.

b) No variation or modification of the terms and conditions of the contract shall be made.

d) Bidder must expressly mention the make/brand of the items offered by them in the format for quotation along with proper product brochures. The details of the products offered can be provided by the bidder in the last column of ANNEXURE II.

Yours sincerely



Shri. Augustus. S. Suting
Deputy Project Director
CDP, MBMA

Annexure - I

Letter of Quotation-Financial Part

Sl. No.	Item Description	Quantity	Unit Price	GST %	GST Amount	Total Price
1	Neem Cake	3,000 Kgs				
2	Neem Oil (1% conc.)	15 Ltr				
3	Copper sulphate (CuSO4)	60 Kgs				
4	Quick Lime (CaO)	60 Kgs				
5	Micronutrient spray	12 Ltr				
6	Rock Phosphate	7,200 Kgs				
Total cost including all Terms & Taxes						
Transportation Cost						

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 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 competitor

Annexure - II

Technical Specifications:

Sl. No.	Items Name	Detailed Specifications	Quantity
1	Neem Cake	De-oiled powder for agriculture. Nitrogen (2.0–5.0%), Phosphorus (0.5-1.0%), Potassium (1.0–2.0%), a moisture limit of less than 10%	3,000 Kgs
2	Neem Oil (1% conc.)	Emulsifiable Concentrate	15 Ltr
3	Copper sulphate (CuSO ₄)	Technical grade	60 Kgs
4	Quick Lime (CaO)	Technical grade	60 Kgs
5	Micronutrient spray	Jeevamrut, Liquid, contains significant amount of N,P,K and micronutrients	12 Ltr
6	Rock Phosphate	High phosphate content (16-18% or 20-30% P ₂ O ₅), fine powder (90% passing through 0.15mm), low moisture (below 1.5–3%), and moderate reactivity to ensure phosphorus availability.	7,200 Kgs

NOTE: The bidder must clearly specify the brand and provide detailed specifications of the product offered against the purchaser's requirements. Failure to mention complete details of the offered products shall result in rejection of the quotation