

GOVERNEMENT OF ASSAM
DIRECTORATE OF AGRICULTURE, ASSAM, KHANAPARA, GUWAHATI-22

NO: Agri/8737(Part)/Chairman/Agri-Horti-Show/Procurement/2022-23/12

Dated -9/12/2022

Sub: Minutes of the meeting of procurement committee constituted by Director of Agriculture, Assam for procurement of stationary, printing and publicity etc. vide RFQ NO: Agri/8737(Part)/Chairman/Agri-Horti-Show/Procurement/2022-23/01 Dated 25-11-2022

A meeting was held on 9/12/2022 at 11.00 pm in conference hall of Directorate of Agriculture, Assam for opening of Financial Proposal of Technically qualified bidders of the RFQ NO: Agri/8737(Part)/Chairman/Agri-Horti-Show/Procurement/2022-23/01 Dated 25-11-2022. The meeting was held under chairmanship of the Procurement Committee, Agri-Horti-Show 2022-23 Shri Mowsam Hazarika and other members of procurement committee.

Members present in the meeting were as follows-

SL NO	NAME AND DESIGNATION	DESIGNATION IN PROCUREMENT COMMITTEE	SIGNATURE
1	Shri Mowsam Hazarika, Joint Director of Agriculture (Pulse) & Director, ASOCA, Directorate of Agriculture, Assam, Khanapara, Guwahati-22.	Chairman	<i>Mowsam Hazarika</i> 09.12.22
2	Shri Khagendra Sarma, Deputy Director of Agriculture (Seeds), Directorate of Agriculture, Assam, Khanapara, Guwahati-22	Vice Chairman	<i>Khagendra Sarma</i> 9/12
3	Shri Harendra Nath Talukdar, General Manager (M&T), Assam Seeds Corporation Limited, Khanapara, Guwahati-22	Convener	<i>Harendra Nath Talukdar</i> 9/12/22
4	Shri Sirajul Haque Borbhuyan, Executive Engineer (Agri), Directorate of Agriculture, Assam	Member	<i>Sirajul Haque Borbhuyan</i> 09/12/22
5	Shri Pankajabh Das, Asstt. Director of Agriculture (Agril. Information), Directorate of Agriculture, Assam, Khanapara, Guwahati-22.	Member	<i>Pankajabh Das</i> 09/12/22
6	Shri Bakul Saikia SDAO (Horticulture), Directorate of Horticulture & FP, Assam	Member	<i>Bakul Saikia</i> 9/12/2022
7	Shri Tridip Deka, SDAO (Horticulture), Directorate of Horticulture & FP, Assam, Khanapara, Guwahati-22	Member	<i>Tridip Deka</i> 9/12/22
8	Sri Pranjal Baruah, Procurement Executive, OPIU Agriculture, APART	Member	
9	Shri Utpal Sarma, AFS, Sr. FAO, Directorate of Agriculture, Assam, Khanapara, Guwahati-22	Member	<i>Utpal Sarma</i>
10.	Shri Gunjan Shyam, AM, ASC ITD	Member	<i>Gunjan Shyam</i> 9/12/2022

- Based on the technical proposal and the presentation made by the bidders on 7/12/2022 the committee awarded the technical scores to 9 no of bidders and as per criteria only 3 no of bidders have able to meet the criteria which is already published in the website www.diragri.gov.in The details qualified bidders are as follows-

• **TECHNICAL BIDS EVALUATION**

NAME OF THE BIDDER	TOTAL MARK OBTAINED IN TECHNICAL BID (OUT OF 100)	Technical Score (80% as bid criteria)
Insight Brandcom Pvt Ltd	70.38	56.304
Pradip	72.63	58.104
Gyanam	95.125	76.10

• **FINANCIAL BID EVALUATION:**

During the time of opening of the financial bid, the committee observe that the rate quoted by technically qualified bidder namely Pradip Advertising & Co for the component documentary on Agri-Horti show with narration (videography 20 m duration) is not as per the market rate and also not matched with DAVP and DIPR rate. So the committee decided to count the total unit cost except the mentioned component to evaluate the financial bid score. The financial Bid of the bidders which had qualified on the criteria of the Technical Bid are mentioned below-

NAME OF THE BIDDER	Total Unit price quoted by bidders except documentary (in Rs)	Remarks
Insight Brandcom Pvt Ltd	NA	The committee rejected the financial bid submitted by Insight Brandcom Pvt Ltd as they not submitted the complete price list as per bid document.
Pradip	14099.50	
Gyanam	33931.00	

• **Conversion of financial bid amount to score:**

SL NO	NAME OF THE BIDDER	Financial Bid Amount (in Rs)	Financial Score (LFB/F*100)	20% as per bid criteria
1	Insight Brandcom Pvt Ltd	NA		
2	Pradip	14099.50	100	20.00
3	Gyanam	33931.00	41.55	8.31

- As specified in the RFQ, the final scores have been calculated with 80 % weight-age to technical scores and 20% weight-age to financial score. The committee has also ranked the bidders based on total mark obtained by the bidders which is given below in the table-

Combined Technical and Financial Score (CTFS).

Applying weights for the Technical Score & Financial Score	CTFS	Rank of the Bidder
Pradip Advertising & Co	78.104	L-2
M/S Gyanam	84.41	L-1

- The bidder M/S Gyanam obtained highest combined Technical and Financial score among the two agencies. Accordingly, the PROCUREMENT COMMITTEE recommended the engagement of M/S Gyanam as a agency at unit cost of Rs33931.00 (excluding GST) for the Agri-Horti Show 2022.

M. Gyanam
09.12.22

Chairman, Procurement Committee

7th Assam International Agri-Horti Show 2022