

DEPUTY DIRECTOR VETERINARY SERVICES

District, RAJNANDGAON (C.G.)

YEAR : 2009-10

TENDER FORM

FOR

Vety. COLD CABINET

LAST DATE OF SUBMISSION
Date 17.12.2009 upto 3.00 PM

OPENING DATE
Date : 17.12.2009 upto 4.00 PM

कार्यालयीन उपयोग हेतु

निविदाकर्ता का नाम एवं पता :-

.....

निविदा प्रपत्र मूल्य रु. 1000/- रसीद क्रमांक
दिनांक द्वारा प्राप्त कर निविदा प्रपत्र जारी किया गया ।

हस्ताक्षर

उप संचालक, पशु चिकित्सा सेवाएँ, जिला राजनांदगांव, छत्तीसगढ़

DEPUTY DIRECTOR VETERINARY SERVICES

District, RAJNANDGAON (C.G.)

TENDER DOCUMENT

FOR SUPPLY OF INSTRUMENTS/EQUIPMENTS/COLD CABNIT FOR -----

-
- Issued to M/s
 - Price of tender document Rupees (1000/- One thousand only)
 - Price received :.....
 - Receipt No. /Date
-

Signature and designation of issuing officer

.....

**Deputy Director Veterinary Services
District RAJNANDGAON (Chhattisgarh)**

TABLE OF CONTENTS

S.No.	Particulars	Page no.
1	Check list	
2	Section A : Tender supply letter	
3	Section B : Tender notice	
4	Section C : Information & instructions for bidders	
5	Section D : Tender terms & conditions	
6	Section E : Technical proposal & content	
7	Section F : Financial proposal & content	
7.1	Annexure 1	
7.2	Annexure 2	
7.3	Annexure 3	
8	Specimen 1 : Covering letter	
9	Specimen 2 : General information about bidder	
10	Specimen 3 : Agreement bond	
11	Specimen 4 : Performance statement	
12	Specimen 5 : Acceptance of terms & conditions	
13	Specimen 6 : Details of persons who are working with the contractor who have relatives of any Gazetted officers of Veterinary Deptt. of CG	
14	Specimen 7 : Details of manufacturer & authorized dealer	
15	Specimen 8 : Name , Model/Make, Specifications of items quoted	
16	Specimen 9 : List of samples submitted	

CHECK LIST

Sr. No.	Name of Documents	Page No.	Yes	No
1	2	3	4	5
A	Technical proposal (Envelop)			
1	Specimen 1 to 9 (documents as per format)			
2	Security Money Deposit in the form of BD of any scheduled Bank			
3	Duly attested photocopy of manufacturing License			
4	Annual turnover of Statement for 3 Year by Sales Tax authorities/ Chartered Accountant			
5	Valid Import license/Import Export code no. issued by competent authority			
6	Valid sales Tax Certificates			
7	SSI/Govt undertaking unit registration (If required)			
8	Incorporation certificate (If required)			
9	Authority letter issued to Agents through which manufacturers wish to supply the items.			
10	Authorization certificate issued by manufacturer of the item, if Authorized dealer is quoting.			
11	Tender Form duly signed by authorized person			
B	Financial Proposal (Envelop)			
1	Annexure 1			
2	Annexure 2			
3	Annexure 3			

कार्यालयय उपसंचालक पशु चिकित्सा सेवाएँ राजनांदगांव
कमंक 5979 / निविदा प्रकोष्ठ / 2009 - 10 राजनांदगांव दिनांक 5.11.2009

✂ निविदा आमंत्रण सुचना ✂

वर्ष 2009 - 10 के लिए पशुपालन विभाग के जिला कार्यालय द्वारा पशु चिकित्सा संस्थाओं एवं अन्य संबंधित संस्थाओं हेतु पशु चिकित्सा अधिकरण यंत्र, कोल्ड स्टोरेज एवं पशु चिकित्सा उपकरणों के क्वॉट हेतु मोडर बंद लिफाफे में निम्नांकित फर्मों / अभियुक्त विक्रेताओं से निविदाएँ आमंत्रित की जाती हैं।

पृथक - पृथक निविदा प्रपत्र जिला कार्यालय से आवेदन प्रस्तुत कर कार्यालयय विवरण एवं समय में प्राप्त किये जा सकते हैं। डाक से निविदा प्राप्त करने हेतु डाक खर्च रु. 100/- (रुपये सौ मात्र) का अतिरिक्त भुगतान करना होगा। निविदा प्रपत्र क्वॉट हेतु देय राशि वापसी योग्य नहीं होगी। डाक द्वारा केवल रजिस्टर्ड पोस्ट / स्पीड पोस्ट से प्राप्त निविदाएँ ही मान्य होंगी। डाक द्वारा प्राप्त निविदाओं में किसी प्रकार के विलम्ब के लिये अयोहस्ताक्षरी कार्यालय उपसंचालक पशु चिकित्सा सेवाएँ राजनांदगांव जिम्मेदार नहीं होगा। निविदा प्रपत्र क्वॉट करने के पूर्व निविदा प्रपत्र का अवलोकन अयोहस्ताक्षरी कार्यालय में किया जा सकता है। निम्नांकित क्वॉट किये जाने वाली राशियों का नाम अनुमति क्वॉट मात्रा एवं जमा की जाने वाली सुरक्षा तिथि के साथ निविदा शर्तों का उल्लेख किया गया है।

निविदा प्रपत्र प्राप्त करने हेतु विवरण निम्नानुसार है।

निविदा प्रपत्र विवरण प्रारंभ दिनांक	निविदा प्रपत्र प्राप्त करने की अंतिम तिथि एवं समय	निविदा प्रपत्र जमा करने की अंतिम तिथि एवं समय	निविदा खोलने की तिथि एवं समय	प्रपत्र विवरण मूल्य
13.11.09	16.12.09 समय 8 बजेतक	17.12.09 समय 8 बजेतक	17.12.09	1000/-

निविदा प्रपत्र विभागीय वेबसाइट <http://agrifdept.cg.gov.in> से भी डाउन लोड की जा सकती है। डाउन लोड की हुई निविदा प्रपत्र की सति निविदा जमा करने समय उपसंचालक पशु चिकित्सा सेवाएँ राजनांदगांव के घटनाम से डिमाण्ड ड्राफ्ट द्वारा जमा करना अनिवार्य होगा।

निविदा प्रपत्र प्राप्त करने, जमा करने एवं खुलने का स्थान कार्यालय उपसंचालक पशु चिकित्सा सेवाएँ राजनांदगांव

निर्धारित समावधि के पश्चात् प्राप्त निविदाएँ खरीदार नहीं की जायेगी। निविदा आमंत्रण की कार्यवाही स्थगित / निरस्त करने का सम्पूर्ण अधिकारी उपसंचालक पशु चिकित्सा सेवाएँ राजनांदगांव के पास सुरक्षित है।

उपसंचालक
 पशु चिकित्सा सेवाएँ
 राजनांदगांव

Section A: Tender Supply Letter

Deputy Director Veterinary Services

District RAJNANDGAON

No.....2009-10/Tender/-----

Date.....

To,

M/s.....

.....

.....

.....

Subject: - Tender for supply of COLD CABINET for -----

Ref : - Your Letter No Date.....

Please find herewith-enclosed tender form along with agreement bond, terms and condition of contract, list of products.

Last date of Submission of tender is **17.12.09 (3.00 pm)** and will be opened on the **17.12.09 (4.00 pm)** in the office of undersigned.

The tender will be received at Office of the **under signed**.

Encl: - 29 Pages only.

Deputy Director
Veterinary Services
District RAJNANDGAON

Section B: Tender Notice

Deputy Director, Veterinary Services, District RAJNANDGAON, (herein after referred to as Purchaser) invites Sealed tender for the supply of COLD CABINET from Manufacturer/ Authorized dealer (herein after referred to as "Bidder" or "Contractor").

The Tender form can be obtained from the Purchaser on producing application & payment of Rs. 1000/- (One thousand) cash or by Bank draft (non refundable) of any scheduled bank in favour of Deputy Director, Veterinary Services, District RAJNANDGAON or it can be downloaded from website <http://agridept.cg.gov.in/> and submitted along with the required bank draft of Rs. 3000/- mentioning as above with technical proposals (Technical bid envelop).

All interested manufacturers/ authorized dealer are required to submit their technical proposal and financial proposals in two separate envelopes. The technical proposals will be accompanied with Security Deposit (SD) amount as specified in this tender document elsewhere. The SD should be included in the same envelope containing the Technical Proposal. The technical and financial proposals along with SD must be delivered to the Deputy Director, Veterinary Services, District RAJNANDGAON -, on or before the due date for submission of proposals mentioned elsewhere in the Tender document.

The envelope containing Technical proposal along with the SD will be opened on the specified date and time in presence the Purchase committee and in presence of bidders or their authorized representatives who choose to attend.

The summary of various activities with regard to this Invitation of bids are as given below

1	Date of commencement of Sale of tender Document	13.11.09 (during office hours)
2	Last Date of Sale of Tender Document	16.12.09 (during office hours)
3	Last Date and Time for Submission of Proposals	17.12.09 (3.00 pm)
4	Date and Time of Opening of Technical Proposals	17.12.09 (4.00 pm)
5	Security Deposit	3% of Budgetary Estimate of each quoted items as given in Annexure 1 of this tender document, in the form of Bank Draft from scheduled bank and as per terms mentioned elsewhere in the document. The Purchaser will not be liable to pay any interest on such SD amount.

Cash or Cheques or any other mode will not be accepted.

Section C: Information and Instructions for Bidders

Submission of Proposal

The eligible manufacturers/ authorized dealers also referred to as “bidders” should submit their proposals in the format and content provided in Section E: Technical Proposal and Content and Section F: Financial Proposal and Content.

Technical proposal shall be placed in separate envelop clearly marked as “Technical Proposal” - For Supply of **COLD CABINET** along with SD. The Tender Form Fee for those applicants who have downloaded the form online need to be submitted in form of Bank draft favoring **Deputy Director, Veterinary Services, District RAJNANDGAON**, which should be kept inside of Technical bid envelop.

Financial Proposal shall be placed in separate envelopes clearly marked “Financial Proposal – For Supply of **COLD CABINET** Both Technical and Financial Proposal shall be kept in an outer envelope clearly marked “tender for the supply of **COLD CABINET** . The outer envelope should also bear the submission address, name of the bidder and contact details.

The tenderer should apply in the enclosed format only. The same on acceptance will constitute the contract in terms specified there in. All/Any conditional tenders are liable to be rejected.

The filled Tender or Proposal should reach **Deputy Director, Veterinary Services, District RAJNANDGAON** according to the last date and time for submission given in Section B: “Tender notice” however, purchaser may at its discretion extend the said deadline for submission of the proposal by amending the tender notice. Any proposal received late i.e. after the stipulated date and time will be rejected.

Validity of Proposal

The tender terms and conditions including financial rate contracts agreed upon with the successful bidder shall be valid up to year from the date of approval. The rate contract period may, however, be extended for a further period on mutually agreed terms on the discretion of the Purchaser for a maximum period of three months. Any contract mentioning otherwise validity period will not be considered.

Language and Currency of Proposal

All the enclosed documents shall be in English or Hindi, if any document is produced in any language other than English or Hindi, true translation copies of such documents in English shall be enclosed duly attested by a Gazetted officer. Failure to submit English translation of such documents shall make tender invalid.

Further the price quoted in the Proposals shall only be in Indian Rupees.

Tendering Cost

The prospective manufacturers/ authorized dealer shall bear all costs associated with tendering process with respect to preparation and submission of proposals. The Purchaser shall not be responsible or liable for any of these costs regardless of conduct or outcome of this tender process. It may be noted that none of the tender related costs related to preparation and submission and other incidentals costs if any are reimbursable

Risk of Proposal Rejection

Any proposal application which is incomplete from any respect i.e. not fulfilling any of the requirements of Section E: Technical Proposal or Section F: Financial Proposal or any other clause, conditions in the tender document shall be liable for rejection. Further any Illegible and over writing, cutting etc. in the rates filled in financial bid will make the proposal also liable for rejection.

Changes in Tender Document

Purchaser may at any time prior to the deadline for submission of bids, for any reasons, whether on its own initiative or in response to the clarification sought by any prospective bidder, modify, change incorporate or delete any part of the tender document. In order to allow sufficient time for preparation against such changes, Purchaser may at its discretion extend the deadline for the submission of bids.

Tender Evaluation

Financial bids will be opened by the purchase committee to provisionally assign the vendor selection for each item in the order of preference as under –

First Preference – Lowest Bidder (L-1)

Second Preference – L-II

Third Preference – L-III

The selected bidder(s) (also referred as Contractors in the document) will be communicated in writing about the results. The SD shall be returned to all unsuccessful bidders or disqualified bidders **only via registered post at the address** of communication mentioned in the application registration.

Right to Reject/Accept any of all Bids

- The Purchaser reserves the right of the accepting the tender in whole lot or distinct part of it or the supply can be distributed between more than one tenderer.
- The undersigned may reject all or any of the tenders without assigning any reasons there of or annul the tender process without thereby incurring any liability to the prospective bidders.
- No tender shall be taken into consideration unless it satisfies all the requirements prescribed above and is presented within prescribed time limit. Purchaser, however reserves the right to give any relaxation in this connection.

Penalty Clause

The terms and conditions mentioned in the tender document contains the penalty clause as per the store purchase rules of CG that will get attracted in case of default from successful bidder.

Mode of Submission of Proposals

Proposal shall be accepted by registered post or speed post or by courier approved by P&T dept. or by depositing the tender form in the drop box at the address specified in **Section B: Tender Notice section of the document**. Proposals received in any other mode shall not be acceptable.

Right to Black List Defaulting Contractors

The purchaser reserves the right to Black List any contractor either in whole or in part limiting to certain products and for certain period for any breach of any of the terms and conditions of the tender. Such Black Listed Contractor or his establishment will not be eligible to participate in any of the departmental tenders accordingly.

Authorized Signature

If tender being submitted by a partnership firm or a company it must be signed separately by each partner/director and in the event of absence of any partner/director it must be signed on his behalf by a person holding power of attorney which should be issued by the person absent, authorizing him to do so which should be produced with the tender and it must be disclose that the firm is registered under Indian Partnership Act/Companies' Act along with specification of No. of Partners/Directors who constitute the firm/Company with their names & address.

Each page of the proposal and its enclosures should be signed at the bottom by the tenderer / Authorized Person.

**Deputy Director
Veterinary Services
District RAJNANDGAON**

Section D: Tender Terms and Conditions

1. SECURITY DEPOSIT

- a. The Security Deposit (SD) should be equal to 3% of the value of budgetary estimate for each item as given in the Annexure 1 forming part of Financial Bid in Section E of the document. SD should only be in the form of Bank Draft from any scheduled bank favouring “**Deputy Director, Veterinary Services, District RAJNANDGAON**”. SD in the form of CHEQUE/CASH/POSTAL / BANK Guarantee will not be accepted. For Public Sector Under takings Bank Guarantee shall also be accepted for the validity period of the proposal.
 - b. If the contractor is bidding for multiple items, a single Bank Draft for the entire SD amount can be submitted.
 - c. In cases where the Successful bidder has won only a partial contract or in cases where he has won the supply contract for lesser number of items he had bid for, he can submit a Bank Draft with revised amount of Security deposit corresponding to such change. The basis of SD amount shall remain to be the 3% of the value of budgetary estimate for each item as given in Annexure 1.
 - d. Security Deposit in any other form, which may have been made earlier or any payment pending with the purchaser will not be adjusted towards the requirement of Security Deposit in this tender
 - e. The SD shall be returned to all unsuccessful bidders or disqualified bidders only via registered post at the address of communication mentioned in the application.
2. The price quoted by the tenderers shall not in any case, exceed the controlled price, if any, fixed by the Central/State Government and the Maximum Retail Price (MRP). The **Deputy Director, Veterinary Services, District RAJNANDGAON**, at his discretion, will exercise the right to revise the price at any stage so as to conform to the controlled price or MRP as the case may be. This discretion will be exercised without prejudice to any other action that may be taken against the tenderer.
 3. For any changes to the rates quoted by the firm in tender documents i.e. proposed rates & M. R. P. rates, at the time of supply then such changes must be informed to undersigned well in time (before supply) and following conditions shall apply with respect to any changes in rates during the period of supply or any extension thereof
-
 - (a) After approval of Tender rate, if M. R. P. increases, there will be no change in approved rates and tenderer will have to supply the order on approved tender rates only.

- (b) If M. R. P. decreases during the contract period then the quoted rates will also be decreased in the same proportion and the decreased rate will be treated as approved rate, Contractor will have to supply the items at the reduced rate. It will be mandatory for the contractor to pre-intimate the purchaser about the reduction in rate due to change in MRP otherwise purchaser has the right to forfeit SD amount and/or blacklist the contractor and/or cancel his supply orders and/or recover the loss incurred to the Purchaser on account of such rate difference from the security deposit or from any amount due to the contractor. The contractor will have to produce a certificate regarding change in MRP/no change in MRP with every invoice produced to purchaser. To produce such certificate will be sole responsibility of contractor.
- (c) M. R. P. should also be mentioned along with the quoted price, without which the tender will not be considered. Please refer the format in Annexure 1
- (d) On any circumstances the rates tendered shall not be allowed to be revised upward by the Contractor during the terms of the contract.
4. Purchase preference will be given to SSI Unit/Govt undertaking units as per Store Purchase rules of the Government of Chhattisgarh, provided those units have full fill all the other terms and conditions of the tender.
 5. The approved/quoted prices will hold good till the end of 31 March 2010 and may be further extended up to three months with the prior approval of **Deputy Director, Veterinary Services, District RAJNANDGAON** The delivery of goods by the contractor should be at **Deputy Director, Veterinary Services, District RAJNANDGAON** or the place mentioned in purchase order. The cost of packing, forwarding, freight and other charges for effecting delivery at the destinations shall be borne by the Contractor (also referred to as Successful Bidder).
 6. All dues regarding taxes and duties including sales tax commercial tax excise duty, octroi duties levied on the supply shall be payable by the contractor himself. The Purchaser on written request shall only grant a certificate of total quantity of supply made.
 7. All losses during transit including the losses due to breakage and shortage, spoilage etc. will have to be borne by the contractor at his own cost.
 8. In the event of the supply being not accepted at the destination due to any reason, it shall be responsibility of the contractor to remove the same forthwith at his own charges and cost.
 9. Any amount due to the Government of Chhattisgarh from the contractor on any account in respect of this tender may be recovered from him as arrears of land revenue.
 10. In case if contractor is manufacturer & manufacturers wish to supply the items through their distributors or Agent, Prior intimation about such distributor or Agent through which the item will be supplied shall be provided with authorization

certificate to the **Deputy Director, Veterinary Services, District RAJNANDGAON** in writing, However the purchase orders shall be made in the name of Manufacturer only. Manufacturer will raise Invoice in the name of purchaser and the respective payments shall be made in the name of manufacturer only. In case if contractor is authorized dealer then he has to produce authorization letter certificate issued by manufacturer referring this tender notice to quote the rates of the item/s. These documents are to be submitted with technical bid envelop.

11. If a dispute arising out of and/or connection with and/or in relation to this tender or breach or termination hereof exists between the parties and the same cannot be settled within seven days by mutual discussions. Such disputes or differences shall be referred to arbitration under the provisions of the Arbitration and conciliation Act, 1996. the arbitration panel decision shall be final and binding on the parties.
12. **Deputy Director, Veterinary Services, District RAJNANDGAON** reserves the right to increase or decrease the size of the order during the contract. The contractor will be bound to comply without any claim for the compensation.
13. The contractor shall be held responsible for the supply of any spurious or contaminated item and the cost involved in testing and other legal proceeding and the cost of replacement will be borne by him.
14. Supply being made should be strictly of the same description as prescribed in the purchase order and in the same quantity as per purchase order issued. Any deviation without prior approval from **Deputy Director, Veterinary Services, District RAJNANDGAON** in writing from Purchase Order in terms of Item description, its unit of measure or quantity will not be acceptable and such supply will not be liable for payment.
15. **ORDERS AND DELIVERY SCHEDULES**
 - a. The purchaser does not guarantee the quantity, which will be ordered. The quantity mentioned in Financial Proposal Annexure 1 against the items is tentative and no claim for release of order for that many quantities will be entertained.
 - b. The purchaser reserves the right to order for only such quantity as may be necessary and the Contractor is bound to supply the ordered quantity only, Purchaser may issue subsequent orders as and when required. Quantities supplied in excess will not be paid for.
 - c. The entire supply shall need to be completed with in the period mentioned in the Purchase Order or for the period extended by the **Deputy Director, Veterinary Services, District RAJNANDGAON**
 - d. If the contractor fails to execute the supply within the stipulated time, the purchaser is empowered to make emergency purchases at the risk & cost of the contractor and claim the difference in total cost from the tenderer in addition to other penal clauses.
 - e. Purchaser reserves the right to designate his powers of purchaser to departmental district authority or other agency for issuing purchase orders of the items approved & make payments thereof. In such case contractor has to

make supply at destination desired by authority concern & accordingly bills will be raised to authority concern.

16. PENALTY CLAUSE:

- a. In case commodities indented are not supplied within the time limit or loss is not made good according to the terms & conditions of this contract, the tenderer shall be liable to pay liquidated damages and by the way of penalty the sum of 2% of the cost of order placed, shall be deducted from the bill for every month of delay (Month will be considered of 30 days and part month will be considered as Full month for the calculation of penalty)
 - b. Further it shall be lawful for the **Deputy Director, Veterinary Services, District RAJNANDGAON** to purchase the articles indented from open market at the risk and cost of the contractor who in addition to the liquidated damages, aforesaid shall also be liable for any losses or damages caused by the said purchases to the Government
 - c. **REMEDIAL CLAUSE:** However, if the purchaser is satisfied that the delay in supply was caused by the circumstances beyond the control of contractor, he may grant him in writing, extension of time which will not exceed 90 days and shall not be extended again. In such case the purchaser may forgo the whole or part of the liquidated damages as the purchaser may deem proper except the actual extra cost incurred in making purchases from open market.
17. The Invoice/Billing shall be done in the name of “**Deputy Director, Veterinary Services, District RAJNANDGAON** ” . In case purchase order is placed by other authority, billing shall be done in the name of such concerned authority.
18. The Information with respect to Purchase Order No issued by the Purchaser, VAT/Sales Tax Registration No, MRP MUST be mentioned in the Invoice with other details. Invoices not complying with these conditions and/or not supported by proof of delivery shall not be liable for payment.
19. The tenderer shall deposit one selectable/ marketable sample for those items asked for sample submission indicating by “S” in financial proposal (Anexure 1) with the **Deputy Director, Veterinary Services, District RAJNANDGAON**. The list of items deposited along with certification from concerned Departmental officers, should be enclosed with Technical bid of the tender form itself by the tenderer. If any tenderer has not deposited samples as specified and not furnished certification, his tender is liable for rejection.
20. The non approved samples will be returned to the respective firms by **Deputy Director, Veterinary Services, District RAJNANDGAON** The firm will take back the non approved samples at their expenses within 30 days on intimation from **Deputy Director, Veterinary Services, District RAJNANDGAON** The authorized person on behalf of the tenderer will obtain the acknowledgement from **Deputy Director, Veterinary Services, District RAJNANDGAON** for the deposits & receipt of samples.

21. All works under or in course of execution or executed in pursuance of the contract shall at all times be open for the inspection and supervision of this office including their authorized subordinates.
22. The contractor shall execute the whole and every part of the work in the most substantial and workman like manner and both as regards materials and every other respect in strict accordance with specification. The contractor shall also confirm exactly, fully and faithfully to the designs, specifications and instructions in writing relating to the work.
23. Full details of after sale service offered during the post guarantee period should be furnished along with tender.
24. Information's of actual users of the equipment in India supported with evidences and performances and sufficient sample for each item should be furnished along with tender.
25. Required Items are to be supplied at the address of consignee mentioned in work order. After receiving the goods by quality and quantity will be verified by the committee. The specification of Items should strictly tally with specifications of samples submitted by the tenderer along with tender.
26. The guarantee will cover the equipments supplied under this contract against defective materials & workmanship for the period of 12 months from the date of commissioning of the equipment. If any part of the equipment is made in to use earlier for some reason the guarantee period will commence from the date of such use.
27. The installation , commissioning & trial run will be at the cost & responsibility of contractor for the equipments which require so. The Contractor shall train to the satisfaction of the purchaser one or two Technicians at site of supply for operating, servicing and undertaking minor repairs without extra cost.
28. For the item Castrator for Bovine & Ovine, no. of units of sample will be 2 for each. To ensure conformity with desired specification purchaser can/will send them for field trial &/or laboratory testing & if found satisfactory then only the financial proposal will be considered.
29. The contractor will have to give demonstration &/or presentation of the items, if desired by purchase committee at the site asked for with out any cost.

Signature of Contractor

Section E: Technical Proposal and Content

In order for the Purchaser to evaluate the technical proposals fairly and completely, all prospective bidders must follow the sequence and format laid out below for submission of their technical proposal. To be considered the bidders must provide a complete response to the technical proposals along with supporting and must submit following minimum requirements in the sequence mentioned below –

1. Covering Letter (**Specimen 1**)
2. General Information about Bidders (**Specimen 2**)
3. Agreement Bond in a Rs 100/- notarized judicial stamp paper (**Specimen 3**)
4. Security Deposit in the manner provided elsewhere in the document
5. Duly attested photocopy of **Manufacturing License** for the products duly approved by the Licensing authority must be enclosed for each and every product quoted in the tender. The license must have been duly renewed up to date & valid for complete Rate Contract period & supplies being made against it. The copy should be legible, items should be clearly marked and should be clearly readable. The attestation should be made by a public notary/Gazetted Officer. Manufacturing license is to be produced by manufacturer if manufacturer is submitting the tender or by the authorized dealer for the manufacturer whose item is quoted.
6. Duly attested photocopy of valid import license issued by Licensing Authority/ Importer Exporter Code no., if it is an imported item.
7. Manufacturer/ authorized dealer should have minimum average annual turnover of Rs **5 Crore** during the last three financial years. The Certificate of annual turnover should be issued by CA and should be supported by Audit Report and Audited Financial statements for last three years i.e. 2006-07, 2007-08 and 2008-09. In case Audit of 2008-09 is pending, provisional financial statements with turnover certificate from the Chartered Accountant must be submitted.
8. Valid sales Tax registration certificates issued by concerned Authorities.
9. Performance Statement in an affidavit executed before Executive Magistrate/Public Notary (**Specimen 4**)
10. Acceptance of Terms and Conditions mentioned in the Tender Document (**Specimen 5**)
11. Details of personnel working with the manufacturer/authorized dealer and have relatives as gazetted officer in veterinary department (**Specimen 6**)
12. If the organization is registered under SSI/State Gov Undertaking Unit, Enclose copy of registration
13. Incorporation Certificate of the Organization (In case of Non Proprietary firm)
14. Details of the Manufacturer & authorized dealer. (**Specimen 7**).
15. Authorization Certificate in case Manufacturers wish to supply the items through their distributors or Agents
16. Authorization certificate issued by manufacturer of item, if authorized dealer is submitting tender.
17. Name, Model, Make of the items quoted. (**Specimen 8**)
18. List of samples submitted (mentioning Name, make/model , Specification & no. of units) (**Specimen 9**)

Note -The above documents should be arranged in serially as given in above manner with paging.

Section F: Financial Proposal and Content

Separate Financial Proposal should be placed in envelope clearly marked “Financial Proposal – For Supply of **COLD CABINET** Financial Proposal be submitted with the covering page as below –

To,

Deputy Director Veterinary services
District RAJNANDGAON
Chattisgarh

Subject: Financial Proposal for Supply of Cold Cabinet to the Deputy Director, Veterinary Services, District Rajnandgaon -.

Dear Sir,

I/We _____ (name of the Organization) are pleased to submit our financial proposal for the supply of _____ in accordance with our technical proposal and as per request in Annexure 1 , 2 & 3 of the tender form dated _____

Our Attached financial Proposal is for the total sum of Rs given as below –

SNo	Name of items	Amount in Figures (Rs) (total for all items) (inclusive of all taxes, freight and Insurance)	Amount in Words (total for all items) (inclusive of all taxes, freight and Insurance)
1	Items as per format and list attached in Annexure 1,3 to the Tender Document		

We understand that our financial proposal is unconditional and any conditions mentioned shall make our tender liable for rejection. Our financial proposal shall be valid till 31st March 2010 or till the end of supply as per terms and conditions of supply period laid elsewhere in the tender document.

We acknowledge that with reduction in MRP of items being supplied in this tender there would be a proportionate decrease in our quoted price. We take full responsibility to intimate the Purchaser with such change in advance to supply.

Thanking You,
Yours truly,

Name and Signature of Authorized Signatory

(Note: Proprietor/Partner of Firm/Director of Company will sign the letter)

Annexure 1: Format for Financial Bid and List of Items

(In Rs.)

Provided by Purchaser						To be filled online by bidder
S.No.	Name of item	Sample desired for item indicates as "S"	Approx. requirement (Unit)	Approx. Value	SD Amount	Total price inclusive of all taxes, charges
1	2	4	5	6	7	9
	Cold Cabinet	-	01	7 Lacs	21000/-	

* Desired specification of items are given in Annexure 3

Signature of contractor

Annexure 2 : Format for Financial Bid

Price schedule of items quoted -

(In Rs)

S. No.	Name of item	Sample required	SD amount	Make/Model	Manufacturer/authorized dealer/authorized distributor	Basic Price inclusive of incidental services	Packing & forwarding charges	Excise duty	Import duty	Freight insurance charges	Sales tax applicable	Total landed price/price quoted (As in annexure 1)	MRP
1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Cold Cabinet	Not required											

Signature of Contractor

Annexure 3: Item wise desired specifications

ItemS.No.	Name of item	Specification
1	2	3
	Cold Cabinet	<p>Cold Cabinet (Walk-in Coolers) Basics of design Walk-in-Cold room dimensions : 173.5" x 127.5" x 111" (In Inches) (External Dimensions) Internal Volume of the Room : 1199.5 CFT (Approx) Quantity of the Room : 1 No. Room Temperature required : 2⁰ C to 8⁰ C Insulation type for Chiller : 60mm thick PUF panels with 0.5mm. Thick Pre-painted G.I. Sheet both sides. Flooring : PUF Slab having the thickness of 60mm. Having the upper layer of Anti Skid GI. Incoming product temperature : 22-25⁰ C Product Load : 60 - 80 Vaccine Boxes Racks : 3 walls with racks; 4 levels, 6 ft. high, GI slotted angle; depth - 2 ft. Pull down time : 24 Hours. Door Size : Auto closing flush doors of 34" x 78" (1 No.) Ambient temperature : + 44⁰ C Cooling unit type : Air cooled, Split type Indoor unit : Slim cassette type, centrally ceiling mounted. Density of panels : 40 ± 2 Kg. / Cubic meter Type of compressor : Hermetic Electric Supply : 230V / 1 Ph / 50 Hz Compressor run time : 16 Hours Refrigerant : R 22 Door Type : Heavy duty hinges Door frame Construction : All accessories like light switch, Temperature indicator are fitted on the door frame Construction of the door : Flushed type Panel Assembly sealing : PVC gaskets to from a tight joint Temperature indicator : Digital Temperature indicator Compressive strength at 10% : 2-6 Kg. / Square meter Adhesive strength : 2.9 Kg. / Square meter Dimensional Variation : < 2% (48 Hours) Closed cell content : 90-95% Thermal Conductivity : 0.019 - 0.022 W/m. deg. C Water absorption : 1 w / v Safety latch at door : Switch type Blowing agent : R-141B (Non CFC)</p>

Signature of Contractor

Specimen 1: Covering Letter

Dated:

To,

The Deputy Director
Veterinary services

District RAJNANDGAON

**Subject: Technical Proposal for supply of COLD CABINET to the
Deputy Director, Veterinary Services, District RAJNANDGAON**

Dear Sir,

This is in reference to your tender notice dated _____ inviting proposals for the above supply. We _____ (name of the Organization) are pleased to submit our proposal for the above supply.

We have enclosed supporting information/documents with respect to technical proposal in Envelope 1 to aid in evaluation of our proposal and financial Bid in Envelope 2 in separate sealed cover.

We hereby certify that all the documents and information contained in the submissions are true and correct to the best of our knowledge. We also state that we have read and understood the terms and conditions mentioned in the tender document and agree to abide by them. We further state that we are ready to undertake such supply order as per requirements laid down in the tender document.

We understand that submission of this bid does not confer any right to us for selection. We also understand that the Purchaser reserves the right of the accepting the tender in whole lot or distinct part of it or the supply can be distributed between more than one tenderer.

For any clarifications Mr. _____, of _____ (Name and Address with Telephone Number) may be contacted.

Thanking You,

Yours truly,

Name and Signature of Authorized Signatory

(Note: Proprietor/Partner of Firm/Director of Company will sign the letter)

Specimen 2: General Information about Bidders

1. Name of the Firm
2. Address of the Firm for Correspondence:
.....
3. Constitution of the Firm
(Proprietorship, Company, Partnership etc)
4. PA Number of the Firm
5. Year of Incorporation of the Firm
6. In case of non proprietary firm, Name of Authorized Person for signing the tender: -
.....
(Encl. Power of attorney and Deed letter)
7. Name and Address of all the Partners/Directors (in case of Partnership firm/Company):

Signature of Contractor
With seal

Specimen 3: Agreement Bond (Non Judicial Stamp Paper of Rs 100/-, Signed and Notarized)

AGREEMENT BOND

I/We hereby tender for the supply of ----- to the Government of Chhattisgarh acting through the **Deputy Director, Veterinary Services, District RAJNANDGAON.**, (hereinafter called purchaser) for supply of items at the rates mentioned in the schedule of this memorandum in accordance with the terms and condition. I/We here by agree to abide by and fulfill the terms of this tender and all conditions of contract opened here to, or in default there of to forfeit the security deposit and pay to the said Government of C.G. or his successors, the penalties of sum of the money mentioned in the said condition.

In case I/We fail to undertake the supply of commodities or violate any of the said terms and conditions of contract dated this day of 2009, I/We understand that the sum of security deposit, the full value of which will be absolutely forfeited by the said purchaser without prejudice to any other rights or remedies to the said purchaser in the office.

Witness.....

Address.....

Occupation.....

Signature of Contractor
(Name & Seal.....)

The above tender is hereby accepted by me on behalf of Government of Chhattisgarh, Dated2009.

**Deputy Director
Veterinary Services
District RAJNANDGAON**

Specimen 4: Performance Statement in an affidavit before the Executive Magistrate/Public Notary executed on a Non judicial stamp paper of Rs 50/-

**PERFORMANCE STATEMENT
(For a period of last two years)
(2007-2008 & 2008-2009)**

Name of the Firm: _____

Order placed by (full address of Purchaser)	Order No. and date	Description and quantity of ordered items	Value of order (Rs)	Delivery period		Remarks indicating reasons for late delivery, if any	Was the supply of items satisfactory?(attach a certificate from the Purchaser/Consignee)
				As per Original contract	Actual		

Signature and seal of the Bidder _____

Specimen 5: Acceptance of Terms and Conditions in an affidavit before the Executive Magistrate/Public Notary executed on a Non judicial stamp paper of Rs 50/-

Acceptance of Terms and Conditions

To,

Deputy Director
Veterinary Services,
District RAJNANDGAON

Dear Sir,

We submit here with our proposal on your Tender Notice..... Dated with our quotation against respective items. We have carefully perused the Terms & Conditions of the Tender document and accept the same.

For, and on Behalf of the firm

(Firm's Name & Address)

(Signature of Authorized Signatory)

WITNESS:

Signed in my presence:

Name :

Designation :

Seal :

Notary Public

(With Name & Complete Address)

Specimen 6: Details of Persons who are working with the Manufacturer/Contractor who have relatives of any Gazetted officers of Veterinary departments of CG

A list showing the name of the persons who are working with the contractor and are near relations of any Gazetted officers of Vet. Departments in C.G.

Sr. No.	Name of persons working with contractor	Related to which Gazetted Officer of Vet. Dep't.	Nature of relation	Remark
1				
2				
3				
4				

Signature of Contractor

Specimen 7: Details of Manufacturer & authorized dealer

Name of the Tenderer & Full Address

Name of Manufacturer, Full address, Phone Nos., Fax nos, Email

.....

Manufacturers Date of Inception

Manufacturers License No. & Date

Issued by

Valid up to

Details of Installed Production Capacity and Actual Production for the year 2008-09

S.No.	Name of item	Installed Production Capacity	Actual Production for the year 2008-09
-------	--------------	-------------------------------	--

*The details of manufacturing unit shall be for the premises where items quoted are actually manufactured.

Signature of Contractor

Specimen 8: NAME, MODEL/MAKE , SPECIFICATIONS OF ITEMS QUOTED

List of items quoted -

S.No.	Name of Item	Model/Make & Manufacturer name	Specification
-------	--------------	-----------------------------------	---------------

Signature of Contractor

Specimen 9: LIST OF SAMPLES SUBMITTED

List of samples submitted -

S.No.	Name of item	Model/Make	Packing	No. of units submitted
--------------	---------------------	-------------------	----------------	---------------------------------------

Signature of Contractor