

# कार्यालय संयुक्त संचालक पशु चिकित्सा सेवायें

जिला – बस्तर, जगदलपुर (छत्तीसगढ़)

क्रमांक 2759

/भंडार /निविदा/2009/जगदलपुर ,

दिनांक – 16. 9. 2009

## निविदा आमंत्रण सूचना

वर्ष 2009 – 2010 के लिये बस्तर जिला के पशु चिकित्सा संस्थाओं, प्रक्षेत्रों एवं अन्य संबंधित संस्थाओं हेतु एलोपैथिक पशु औषधि क्रय हेतु निविदा केवल निर्माता फर्मों से एवं फार्माकोपियल औषधि तथा औजार उपकरण के क्रय हेतु निर्माता फर्मों तथा उनके अधिकृत विक्रेताओं से मोहरबंद पृथक-पृथक निविदायें आमंत्रित की जाती है।

पृथक-पृथक निविदा प्रपत्र की प्राप्ति के लिए आवेदन पत्र प्रस्तुत कर प्रत्येक निविदा के लिए रूपये 1000 (अक्षरी रूपये एक हजार मात्र) नगद या बैंक ड्राफ्ट के माध्यम से भुगतान कर कार्यालयीन दिवस एवं समय में प्राप्त किया जा सकता है। डाक से निविदा प्रपत्र प्राप्त करने हेतु डाक व्यय रूपये 100.00 (अक्षरी रूपये एक सौ मात्र) का अतिरिक्त भुगतान करना होगा। निविदा प्रपत्र क्रय की देय राशि वापसी योग्य नहीं होगी। डाक द्वारा प्रेषित निविदाओं में किसी भी प्रकार के विलंब के लिये कार्यालय जवाबदार नहीं होगा। निविदा प्रपत्र का अवलोकन कार्यालयीन दिवस एवं समय में किया जा सकता है। जिसमें क्रय किये जाने वाले सामग्री का नाम अनुमानित मात्रा एवं जमा कि जाने वाली धरोहर राशिके साथ- साथ निविदा शर्तों का उल्लेख किया गया है।

## निविदा प्रपत्र प्राप्त करने , जमा करने , खुलने की तिथि एवं समय का विवरण

क्रमांक	निविदा का प्रकार	निविदा प्रपत्र प्राप्त करने की अंतिम तिथि एवं समय	निविदा प्रपत्र जमा करने की अंतिम तिथि एवं समय	निविदा खोलने की तिथि एवं समय
1	एलोपैथिक पशु औषधि	28.10.2009 सांय 5.30 बजे तक	29.10.2009 अपरान्ह 3.00 बजे	29.10.2009 अपरान्ह 4.00 बजे
2	फार्माकोपियल औषधि	28.10.2009 सांय 5.30 बजे तक	29.10.2009 अपरान्ह 3.00 बजे	29.10.2009 अपरान्ह 4.00 बजे
3.	औजार/ उपकरण	28.10.2009 सांय 5.30 बजे तक	29.10.2009 अपरान्ह 3.00 बजे	29.10.2009 अपरान्ह 4.00 बजे

## निविदा प्रपत्र प्राप्त करने , जमा करने , खुलने का स्थान कार्यालय संयुक्त संचालक पशु चिकित्सा सेवायें जिला – बस्तर, जगदलपुर

निर्धारित समयावधि के पश्चात् प्राप्त निविदायें स्वीकार नहीं की जावेगी। निविदा आमंत्रण की कार्यवाही स्थगित/ निरस्त करने का सम्पूर्ण अधिकार संचालक पशु चिकित्सा सेवायें छ.ग.रायपुर एवं संयुक्त संचालक पशु चिकित्सा सेवायें जिला बस्तर, जगदलपुर के पास सुरक्षित है।

संयुक्त संचालक  
पशु चिकित्सा सेवायें  
जगदलपुर जिला बस्तर

कार्यालय संयुक्त संचालक पशु चिकित्सा सेवायें जिला – बस्तर,  
जगदलपुर (छत्तीसगढ़)

कमांक /भंडार /2009/जगदलपुर, दिनांक –

संशोधित निविदा आमंत्रण सूचना

कार्यालयीन निविदा सूचना आमंत्रण कमांक 2759/भंडार/  
निविदा/2009/ जगदलपुर; दिनांक 16.9.2009 में बस्तर जिला के पशु चिकित्सा संस्थाओं  
के लिये एलोपैथिक औ"ाधि/फार्मोकोपियल औ"ाधि/औजार उपकरण कय हेतु निविदायें  
पृथक- पृथक आमंत्रित कि गई है।औजार,उपकरण में कोल्ड केबिनेट,बधियाकरण यंत्र एवं  
रेफ्रिजिरेटर का निविदा प्रपत्र हेतु रूपये 1000.00 (रूपये एक हजार मात्र) पृथक से भुगतान  
कर दिनांक 28.10.2009 के सायं 5.30 बजे तक प्राप्त किया जा सकता है। निविदा प्रपत्र  
जमा करने कि अंतिम तिथि 29.10.2009 अपरान्ह 3.00 बजे तक । खोलने कि तिथि 29.10.  
2009 अपरान्ह 4.00 बजे ।

समस्त निविदा प्रपत्रों को विभागीय वेबसाईड<http://agrdept.cg.gov.in/> से  
भी डाउनलोड की जा सकती है । डाउनलोड की हुई निविदा प्रपत्र की राशि निविदा जमा  
करते समय संयुक्त संचालक पशु चिकित्सा सेवायें जगदलपुर के पदनाम से डिमांड ड्रॉफ्ट  
द्वारा जमा करना अनिवार्य है ।

शे"ा निविदा आमंत्रण सूचना यथावत रहेगी ।

(डॉ० भानु कावड़े)  
संयुक्त संचालक,  
पशु चिकित्सा सेवायें,  
जगदलपुर जिला बस्तर

**OFFICE OF THE  
JOINT DIRECTOR OF VETERINARY SERVICES  
DISTRICT - BASTAR JAGDALPUR (C.G.)**

**TENDER FROM**

Last Date of submission  
Date - 29- 10 - 2009 to 3.00 P.M.  
Opening Date  
Date - 29- 10 - 2009 at 4.00 P.M

**VETERINARY ALLOPATHIC MEDICINE**

**YEAR - 2009 - 2010**

**JOINT DIRECTOR VETERINARY SERVICES**

**District, BASTAR JAGDALPUR (C.G.)**

**TENDER DOCUMENT**

**FOR SUPPLY OF VETERINARY ALLOPATHIC MEDICINE**

**FOR YEAR 2009 -10**

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

**Signature and designation of issuing officer**

.....

**Joint Director Veterinary Services  
District Bastar Jagdalpur (Chhattisgarh)**



# TABLE OF CONTENTS

Check list .....	2
SECTION A: TENDER SUPPLY LETTER .....	8
SECTION B: TENDER NOTICE.....	<b>ERROR! BOOKMARK NOT DEFINED.</b>
SECTION C: INFORMATION AND INSTRUCTIONS FOR BIDDERS.....	9
Submission of Proposal .....	10
Validity of Proposal.....	10
Language and Currency of Proposal .....	10
Tendering Cost .....	10
Risk of Proposal Rejection .....	10
Changes in Tender Document .....	10
Tender Evaluation .....	11
Right to Reject/Accept any of all Bids .....	11
Penalty Clause .....	11
Mode of Submission of Proposals.....	11
Right to Black List Defaulting Contractors .....	11
Authorized Signature.....	11
SECTION D: TENDER TERMS AND CONDITIONS .....	12
SECTION E: TECHNICAL PROPOSAL AND CONTENT .....	15
SECTION F: FINANCIAL PROPOSAL AND CONTENT .....	16
ANNEXURE 1: FORMAT FOR FINANCIAL BID AND LIST OF MEDICINES .....	17
ANNEXURE 2: PACKAGING SPECIFICATIONS TO BE ENSURED WITH DELIVERIES .....	1
SPECIMEN 1: COVERING LETTER.....	2
SPECIMEN 2: GENERAL INFORMATION ABOUT BIDDERS.....	3
SPECIMEN 3: AGREEMENT BOND (NON JUDICIAL STAMP PAPER OF Rs 50/-, SIGNED AND NOTARIZED).....	4
SPECIMEN 4: MANUFACTURING AND MARKETING CERTIFICATE.....	5
SPECIMEN 5: PERFORMANCE STATEMENT IN AN AFFIDAVIT BEFORE THE EXECUTIVE MAGISTRATE/PUBLIC NOTARY EXECUTED ON A NON JUDICIAL STAMP PAPER OF Rs 50/- .....	6
SPECIMEN 6: ACCEPTANCE OF TERMS AND CONDITIONS IN AN AFFIDAVIT BEFORE THE EXECUTIVE MAGISTRATE/PUBLIC NOTARY EXECUTED ON A NON JUDICIAL STAMP PAPER OF Rs 50/- .....	7
SPECIMEN 7: DETAILS OF PERSONS WHO ARE WORKING WITH THE MANUFACTURER/CONTRACTOR WHO HAVE RELATIVES OF ANY GAZETTED OFFICERS OF VETERINARY DEPARTMENTS OF CG.....	8
SPECIMEN 8: DETAILS OF MANUFACTURING UNIT(S) OF THE CONTRACTOR .....	9

## CHECK LIST

Sr. No.	Name of Documents	Page No.	Yes	No
1	2	3	4	5
1	Security Money Deposit in the form of BD of any scheduled Bank			
2	Duly attested photocopy of License for products duly approved by the Licensing authority			
3	Market standing certificate issued by the Licensing Authority			
4	Annual turnover of Statement for 3 Year by Sales Tax authorities			
5	Good Manufacturing Practices Certificate			
6	Valid sales Tax Certificates			
7	Tender Form duly signed by authorized person			
8	Non-conviction Certificate			
9	List of items quoted (Without indication of Prices)			
10	General information about Bidder (Specimen-2)			
11	Agreement Bond (Specimen-3)			
12	Manufacturing & Marketing Certificate issues by Drug controller. (Specimen-4)			
13	Performance Statement (Specimen-5)			
14	Acceptances of terms & Conditions (Specimen-6)			
15	Details of persons (Specimen-7)			
16	Details of Manufacturing Unit (Specimen-8)			
17	Financial Bid (Envelop)			

**Section A: Tender Supply Letter**

**Office of the Joint Director of Veterinary Services  
JAGDALPUR Distt. Bastar Chhattisgarh**

No.....2009-10/Tender/ Jagdalpur,

Date.....

To,

M/s.....  
.....  
.....  
.....

**Subject: - Tender for supply of Veterinary Allopathic Medicines for year 2009-2010**

**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 **Date and Time 29-10-2009 UP TO 3.00 PM** and will be opened on the **Date & Time 29-10-2009 AT 4.00 PM**

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

**Encl: - \_\_\_\_ Pages only.**

**Joint Director  
Veterinary Services  
jagdalpur Distt. Bastar  
Chhattisgarh**

## Section B: Tender Notice

**Joint Director Veterinary Services, District Bastar Jagdalpur ( C.G. )** (herein after referred to as Purchaser) invites Sealed tender for the supply of Veterinary Instrument and Equipment 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 sceduled bank in favour of **Joint Director, Veterinary Services, District Bastar Jagdalpur(C.G.)** or it can be downloaded from website <http://agrdept.cg.gov.in/> and submitted along with the required bank draft of Rs. 1000/- 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 **Joint Director, Veterinary Services, District Bastar-Jagdalpur** 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	From the Date of Notice Publication
2	Last Date of Sale of Tender Document	<b>28 October 2009 up to 5.30 p.m.</b>
3	Last Date and Time for Submission of Proposals	<b>29 October 2009 up to 3.00 p.m</b>
4	Date and Time of Opening of Technical Proposals	<b>29 Octobcer 2009 at 4.00 p.m.</b>
5	Security Deposit	Rs. 10000.00(Rs. Ten Thousand only ) 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 or 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.

Two copies of Technical proposal are to be submitted. Each Copy being physically separated, bound, sealed and labeled as “Technical Proposal” and marked ‘Original’ or “Copy” as appropriate. Both the copies along with SD shall be put in the same envelope containing the technical proposal..

Separate Financial Proposal for each category of Items shall be placed in different envelopes clearly marked “Financial Proposal – (Category of Medicines as indicated above)”. Both Technical and Financial Proposal shall be kept in an outer envelope clearly marked “ TENDER FOR THE SUPPLY OF MEDICINES, 2009-10 DUE ON **29-10-2009 3 pm\_** “. The outer envelope should also bear the submission address, name of the bidder and contact details.

The tenderer should apply in the enclosed form 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 the office of Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh according to the last date and time for submission given Section B: Tender notice however, Purchaser may at its discretion extend the said deadline for submission of the proposal by amending the tender document. 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 **One Year**. 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 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. Any Illegible and over writing, cutting etc. in the rates filled in financial bid will make the proposal also liable for rejection. Further bids have to be submitted in a fresh bid sheet as per format given in Annexure 1, Non submission of bids in a fresh bid sheet shall be 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

Thereafter, financial bids will be opened by the purchase committee to provisionally assign the vendor selection for each medicine in the order of preference as under –

First Preference – Lowest Bidder (L-1)

Second Preference – L-II

Third Preference – L-III

Thereafter the purchaser shall invite the L-1 bidder for negotiations and if the purchaser feels that negotiation process is not producing any results and the overall contract value gap between L-I, L-II or L-III is not more than 10% (or any other % as may deem fit to the Purchaser), they shall invite L-II and/or L-III bidder accordingly for final negotiation.

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.

## 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 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 of 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 and should be give other detail of manufacturing unit as detailed in Specimen 7 to this tender document

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

**Joint Director**  
Veterinary Services Bastar District  
Jagdalpur

## Section D: Tender Terms and Conditions

### 1. SECURITY DEPOSIT

- a. RS 10000=00(RS. TEN THOUSEND )for a bidder onlybe in the from The form of Bank Draft from any scheduled bank favouring “Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh”. 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 medicines or items, a single Bank Draft for the entire SD amount can be submitted.
  - c. 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
  - d. 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.
  - e. Security Deposit will be returned to the successful bidder after one month from the date of completion of the supply contract.
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 Joint Director Veterinary Services, Distt Bastar Jagdalpur (C.G.) 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 than 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 medicines 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
  - (c) Further if the Purchaser comes to know that there was a difference in the rate mentioned in tender documents and as per MRP/ rate in Invoice towards supply of goods after the supply of goods, Then the Purchaser has the right to take appropriate action & loss incurred to the Purchaser on account of such rate difference will be deducted from security deposit or from any amount due to the contractor.
  - (d) 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
  - (e) 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 state's SSI Unit/Govt undertaking units 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 **One year** and may be further extended up to three months with the prior approval of Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh). The delivery of goods by the contractor should be Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh. 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, 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 Manufacturers wish to supply the medicines through their distributors or Agent, Prior intimation about such distributor or Agent through which the Medicine will be supplied shall be provided with authorization certificate to the Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh 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.
11. In the event of any dispute or differences arises between the parties of this contract on any of the provisions herein or anything arising here out of this tender document, The same shall be referred to the **Director Veterinary Services, Raipur, C.G.** for arbitration and his decision thereon shall be final and binding to all concerned.
12. Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh 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 medicine, dressing material equipment or apparatus and the cost involved in testing and other legal proceeding and the cost of replacement will be borne by him.
14. The composition/specification of the medicines & drugs to be supplied should comply with IP, BP, USP or other notified pharmacopoeia standards
15. Supply being made should be strictly of the same description as prescribed in the purchase order and in the same qty as per purchase order issued. Any deviation without a prior approval from Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh 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.
16. Expiry of the medicines and drugs must be minimum of one year after the date of supply.
17. **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 Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh
- 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.

**18. PENALTY CLAUSE:**

- a. In case commodities indented are not supplied with in 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 Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh 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. In case, however, no supply is made even after expiry of **60 days** from the date issue of order of supply, the amount of security deposit shall be forfeited to the Government of Chhattisgarh and the contract shall stand terminated.
  - d. **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** which 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.
19. The Drugs and medicines shall be supplied in the packaging specifications as provided in Annexure 2.
  20. The Invoice/Billing shall be done in the name of “Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh”
  21. The Information with respect to Manufacturer excise registration no, Purchase Order No issued by the Purchaser, Drug License No., 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.
  22. The purchaser reserves the right to randomly select from each batch of the consignment received either at the time of receiving the goods or at any time during the shelf life of the product for test and analysis at any laboratory approved under the Drugs and Cosmetic act and Rules notwithstanding the routine sampling that may be carried out by the Drugs and Regulatory authorities. The batches resulting in rejections shall be returned to the Contractor at his own cost. The cost of medicines and the cost of removal of such medicines incurred by the contractor shall not be paid for.
  23. In the event of breach of any of the above terms & conditions of the contract by the contractor, the purchaser, shall have the right to forfeit the security deposit or the balance there as the case may be, for the said breach, but without prejudice to the right of Government of Chhattisgarh to recover further sum as damages from any sum which may become due to the contractor by the Government or otherwise however.

## 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 50/- notarized judicial stamp paper (**Specimen 3**)
4. Security Deposit in the manner provided elsewhere in the document
5. Duly attested photocopy of **Original Drug License** for the products duly approved by the Licensing authority must be enclosed for each and every product quoted in the tender suitably marked with drug code. 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.
6. Duly attested photocopy of valid import license issued by Licensing Authority if it is an imported item. The license must have been renewed up to date inline with 5 above.
7. Market Standing Certificate issued by the Licensing Authority, as a Manufacturer with at least two years continuous manufacturing License i.e. **2007-2008 and 2008-2009** in respect of items covered by Drugs and Cosmetics act, 1940 and rules there under for each drug quoted. In case of direct importer, evidence for possessing and actually importing the said items for the last two financial years.
8. Two Year's Manufacturing / Marketing experience certificate from the State Drug Controller in the prescribed Performa (**Specimen 4**). The Certificate should have been issued recently (not more than one year old). The certificate is to be signed by Drug Controller of the State
9. Manufacturing units should have minimum average annual turnover of **Rs. 5 Crores** 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.
10. Either a valid WHO-Good manufacturing Practices (GMP)/or GMP certificate issued by Licensing Authority for last two years **2007-08 to 2008-09**.
11. Valid sales Tax registration certificates issued by concerned Authorities.
12. Performance Statement in an affidavit executed before Executive Magistrate/Public Notary (**Specimen 5**)
13. Acceptance of Terms and Conditions mentioned in the Tender Document (**Specimen 6**)
14. Non-conviction certificate issued by food and drug controller Authorities.
15. Details of personnel working with the manufacturer and have relatives as gazetted officer in veterinary department (**Specimen 7**)
16. If the organization is registered under SSI/State Gov Undertaking Unit, Enclose copy of registration
17. Incorporation Certificate of the Organization ( In case of Non Proprietary firm)
18. Details of the Manufacturing Unit (**Specimen 8**).
19. Authorization Certificate in case Manufacturers wish to supply the medicines through their distributors or Agents

**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 for each category of medicines should be placed in different envelopes clearly marked "Financial Proposal – \_ (Category of Medicines as indicated above)". Each Financial Proposal be submitted with the covering page as below –

To,

The Joint Director of Veterinary services  
Distt Bastar ,JAGDALPUR ( CG )

**Subject: Financial Proposal for Supply of Allopathic Medicines to the office of Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh**

**Dear Sir,**

I/We \_\_\_\_\_ (name of the Organization) are pleased to submit our financial proposal for the supply of Allopathic Medicines in accordance with our technical proposal and as per request in Annexure 1 of the tender form dated \_\_\_\_\_

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

<b>SNo</b>	<b>Category of Medicines</b>	<b>Amount in Figures (Rs) (total for all medicines) (inclusive of all taxes, freight and Insurance)</b>	<b>Amount in Words (total for all medicines) (inclusive of all taxes, freight and Insurance)</b>
1	<b>Allopathic Medicines</b> as per format and list attached in Annexure 1 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 **One year** 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 Medicines/Items**

S.No.	To be filled by Purchaser	Specification	Packing	Approx. requirement	Approx. Value	Trade Name	Drug licence NO
1	2	3	4	5	6	7	8
1	Phenylbutazone+Analgin+ Lignocaine	750mg+750mg+50mg/amp	5 X5 ML	200	6000.00		
2	Paracetamol	150 mg/ml injection	30 ML	500	5000.00		
3	Phenylbutazone + Sodium salicylate	200 mg+20mg/ml injection	30ML	500	7000.00		
4	Pheniramine maleate	Injection 22.75 mg/ml	30 ML	1000	7000.00		
5	Ciprofloxacin	Injection 40 mg/ml	50ML	500	10000.00		
6	Doxycycline	Powder 100 mg/gm	250GM	100	6000.00		
7	Inj, Ofloxine	100 mg / ml	30 ml				
8	Enrofloxacin	Oral 100 mg/ml	500 ML	200	8000.00		
9	Oxytetracycline	Injection 100 mg/ml	50 ML	200	5000.00ss s		

10	Oxytetracycline	Injection 200 mg/ml LA	30 ML	200	<b>6000.00</b>			
11	Oxytetracycline	Injection 50 mg/ml	30 ML 50 ML	400 500	<b>6000 .00</b> <b>13000.00</b>			
12	Sulphadiazine+Trimethoprim	100 mg + 20 mg/gm powder	100 GM	50	<b>2500.00</b>			
13	Sulphadiazine+Trimethoprim I/M & I/V	Inj.200 mg + 40 mg/30 ml	30 ML	200				
14	Sulphadimidine	Injection 333 mg/ml	100 ML	200	<b>8000.00</b>			
15	Tetracycline 200 mg + 8 Vitamins	200 mg + 8 Vitamins / Powder	250 gm	200	<b>10000.00</b>			
16	Sulphamethoxazole+Trimethoprim	Powder:500 mg+100 mg/5gm	100 GM	150	<b>6000.00</b>			
17	Tetracycline	Powder: 50 mg/gm	100 GM	1000	<b>25000.00</b>			
18	Colistin sulphate + Doxycycline	1 gm + 10 gm per kg powder	5 KG	40	<b>32000.00</b>			
19	Ampicillin Na+Cloxacillin Na	Ointment:75 mg + 200 mg/tube	10ML	200	<b>2400.00</b>			
20	Colistin sulfate+Cloxacillin sodium	Oint.: 5 lac IU + 200mg/syringe	10 GM	300	<b>9000.00</b>			
21	Procain Penicilline G +Streptomycine Sulphate+Sulpha merazine+Hydrocortisone	100000Unit+100mg+500+mg+20 mg / Tube	6 ml	500	<b>8000.00</b>			

22	Calcium Gluconate + Calcium D Saccharate+Chlecalciferol+Ferric Ammonium Citrate+ Vitamin B12& B	889 mg+4 mg+1600 I.U.+167 mg+16.70 mg / Liquid	5 Liter	100	<b>20000.00</b>		
23	Riboflavin( vit. B12)+ D- panthenol+Vit. B6+B12+Nicotinamide+Choline choride+ Lysin mono HCL	1.25mg+0.65mg+.62mg+6.25mg+18.75mg+10mg+10 mg	5 Liter	100	<b>10000.00</b>		
24	Diclazuril .05% w /w Pow.	.05% w /w Powder	5 Kg	50	<b>10000.00</b>		
25	Amprolium	20% w/w powder	150 GM	300	<b>10000.00</b>		
26	Amprolium + Sulphaquinoxaline	20% + 20% w/w powder	30GM	100	<b>5000.00</b>		
27	Atropine sulphate	10 ml vial, 0.6 mg/ml	10ML	200	<b>1300.00</b>		
28	Buparvaquone	Injection 50 mg/ml	20ML	20	<b>20000.00</b>		
29	Diminazine aceturate	Injection 70 mg/ml	30ML	500	<b>25000.00</b>		
30	Diminazine diaceturate	Injection: 5 gm granules	5GM	500	<b>17500.00</b>		
31	Diminazine diaceturate+Phenazone	Injection: 70 mg + 375 mg/ml	100ML	50	<b>7500.00</b>		

32	Lithium Antimony Thiomalate	Injection 6 % w/v	50ML	200	<b>17600.00</b>			
33	Quinapyramine	Inj:Sulphate+ Chloride 1.5 gm each	2.5GM	200	<b>13600.00</b>			
34	Suramin	Injection 5 gm/21 gm vial	Vails	100	<b>20000.00</b>			
35	Meloxicam+Paracetamol	Bolus: 100 mg + 150 mg	100ML	500	<b>30000.00</b>			
36	Iodine + Methyl salicylate	Ointment 5% + 5% w/w	400GM	200	<b>15000.00</b>			
37	Ketoprofen	Injection 100 mg/ml	50ML	200	<b>15000.00</b>			
38	Sulphaquinoxaline+Diaveridine	18.7% w/w+ 3.3%w/w	100 gm	200	<b>10000.00</b>			
39	Tylosin	Powder: 62.5 % w/w	120GM	50	<b>17000.00</b>			
40	Prednisolone	10 mg/ml injection	10ML	300	<b>9000.00</b>			
41	Triflupromazine	20 mg/ml injection	5ML	200	<b>3400.00</b>			
42	Ketamine	50 mg/ml injection	10ML	50	<b>4600.00</b>			
43	Ciprofloxacin	0.3 % drops Eye / Ear	10ML	300	<b>4800.00</b>			
44	Gamma BHC+Proflavin+Cetrimide	Cream 0.1%+0.1%+0.45%w/w	100GM	200	<b>6800.00</b>			
45	Progesterone (hydroxy progest. caproate)	Injection:250 - 500 mg/ml	3ML	100	<b>7000.00</b>			
46	Testosterone propionate/inanthate)	Injection: 100 - 250 mg/vial	10 ML	50	<b>5000.00</b>			
47	Buserelin acetate Hormone: (GNrH )	Injection 0.0042 mg/ ml		100	<b>15000.00</b>			

48	Cloprostenol Sodium Hormone (Natural/SyntheticPGF2 $\alpha$ )	Injection 263 $\mu$ g	2 ML	200	<b>20000.00</b>			
49	Follicle stimulating Hormone: (FSH)	Injection 400 mg/vial	10ML	30	<b>6000.00</b>			
50	Leutenizing Hormone: (LH)	Injection 25 mg/vial	10 ML	30	<b>9000.00</b>			
51	Oxytocin	Injection: 5 IU/vial	10ML	100	<b>1000.00</b>			
52	Povidone iodine	1% solution(intrauterine)	100ML	200	<b>6400.00</b>			
53	Frusamide	50 mg/ml injection	10ML	500	<b>6500.00</b>			
54	Clotrimazole	1 % w/w cream	400GM	300	<b>13500.00</b>			
55	Povidone iodine	Spray: 10 % w/v	60GM	300	<b>21000.00</b>			
56	Nitrofurazone	Ointment 0.2% w/w	500GM	400	<b>10000.00</b>			
57	Povidone iodine	5 % w/v solution	500ML	100	<b>7000.00</b>			
58	Gentamicin+Clobetasol+ Miconazole	Cream: 0.1%+0.025%+2% w/w	50 GM	300	<b>6000.00</b>			
59	Miconazole+Betamethasone+Gentamicin	Cream: 2% + 0.12% + 0.1% w/w	50GM	300	<b>7500.00</b>			
60	4-dimethylamino-2- methylphenylphoshinic acid	Sodium salt 0.2 gm/ml:Injection	30 ML	200	<b>12000.00</b>			
61	Calcium + Phosphorus	Powder: 400 mg + 200 mg	1 KG	200	<b>12000.00</b>			
62	Sodium acid phosphate	Injection 40.3 % solution	30ML	300	<b>7800.00</b>			

63	Sodium acid phosphate+Cyanocobalamin	200 mg + 0.05 mg/ml	30ML	300	<b>18000.00</b>			
64	Vitamin A and D3	50000 IU + 5000 IU/gm powder	1 KG 20 GM	20 300	<b>18800.00</b>			
65	Vitamin A	Injection 6 lac IU/2ml	6 X 2ML	300	<b>20400.00</b>			
66	Vitamins A,D, E and C	2.5 lacIU+0.25 lacIU+50IU+500mg/5ml liq.	10 ML	200	<b>10000.00</b>			
67	Vitamins A,D and E	Injection: 2.5 lacIU+0.25 lacIU+150mg/ml	10 ML	200	<b>10000.00</b>			
68	Vitamins B1 + B6 + B12	Injecion: 50 mg+50 mg +0.5 mg/ml	30ML	300	<b>18000.00</b>			
69	Vitamin E + Selenium	Powder 200 mg+Na Selinite 45 mg/kg	1 KG	100	<b>9700.00</b>			
70	Vitamin E + Selenium	Powder:20000 IU+20 mg/100 gm	100 GM	100	<b>18000.00</b>			
71	Silicain dimethicone & arachis oil	Susp.Silicain dimethicone 1% & arachis oil 5%	100 ML	300	<b>9000.00</b>			
72	Rumenotonic	Antimony potassium tartrate+	4 BOLUS	500	<b>15000.00</b>			
Ferrous sulfate+Copper sulfate+								
cobalt chloride (Bolus)								
73	Electrolytes	Sod chloride + Pot chloride + Sod citrate +Dextrose (Powder)	500 gm	50	<b>5000.00</b>			
74	Electrolytes	Dextrose +Chlorides of sodium, potassium and calcium and sodium lactate(Injection)	500ML	500	<b>15000.00</b>			
75	Mineral Mixture	Powder: Calcium, cobalt, copper,	1 KG	300	<b>7500.00</b>			

		iodine, iron, , magnesium, zinc					
		and phosphorus with methionne					
		and lysine					
76	Mineral Mixture,ISI/AGMARK	Copper+cobalt+magnesium+iron+manganese+potassium+selenium+zinc+sulphur+calcium+phosphorus+sodium+methionine and lysine: Powder	1 KG	300	<b>8000.00</b>		
77	Neomycin Sulphate+ Oxytetracyclin	Pow.5.5% w/w + 5.5% w/w with Vitamins	100GM	200	<b>8000.00</b>		
78	Vitamin A	Oral liquid 100000 iu	1Lit	30	<b>10000.00</b>		
79	Vitamin AD3 E & B 12	Oral liquid 1200+6000+480 mg+20 mcg	500ML	100	<b>30000.00</b>		
80	Ferrous Fumarate,vit B12 & Folic Acid	Bol.Ferrous Fumarate 1500mg Vit. B12 75 mcg. & folic acid 7500 mcg	5's	500	<b>2000.00</b>		
81	Calcium levulinet, chloecalceferol,cynocobalmin	Inj Calcium levulinat 76.4 mg cholecalceferol 500 iu cynocobalmine 50mcg	10 ml	300	<b>1800.00</b>		

## Annexure 1: Format for Financial Bid and List of Medicines/Items

S.No.	Name of drug/item	Specification	Packing	Approx. requirement	Approx. Value	Trade name	Drug licence NO.	Drug licence page no.	Manufactured & Marketed by	Basic price inclusive of incidental services	Packing & forwarding charges	Excise duty	Freight insurance charges	Sales tax applicable	Total landed price (Rs)	MRP
-------	-------------------	---------------	---------	---------------------	---------------	------------	------------------	-----------------------	----------------------------	--	------------------------------	-------------	---------------------------	----------------------	-------------------------	-----

To be filed by manufacturer																	
1	2	3	4	5	7	9	10	11	12	13	14	15	16	17	18	19	

---

## **Annexure 2: Packaging Specifications to be ensured with deliveries**

1. It should be ensured that only first use packaging material of uniform size including bottle and vial is used for making supplies.
2. All primary packing containers should be strictly conforming to the specification included .
3. The cap of bottles of preparations should not carry the name of the supplier.
4. The labels in the case of injectables should clearly indicate whether the preparations are meant for IV, IM, SC, etc. use.
5. The capsule shall have the name of the drug, in addition to the logo, to improve the traceability of the capsule.
6. Packing should be able to prevent damage or deterioration during transit.
7. No box should contain mixed products or mixed batches of the same product.
8. All glass bottles used for Liquid Orals/ External preparations shall be USP type-III glass and not recycled or second hand bottles should be used.
9. All containers and closures, which come in direct contact with the drug, shall comply with specification stipulated in the Indian Pharmacopoeia or any recognized Pharmacopoeias (e.g. BP, IP, USP etc)
10. Every box should be sealed with gum tape running along the top and lower opening.
11. Every box should carry a large outer label clearly indicating that the product is for "C.G. Govt. Supply-NOT FOR SALE".

---

## Specimen 1: Covering Letter

Dated:

To,

Joint Director of Veterinary Services, Chandni Chowk Collecotorate Road

Jagdapur Distt. Bastar , Chhattisgarh

**Subject: Technical Avd Finacial Proposal for Supply of Allopathic Medicine for the year 2009-10 to the office of Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh**

**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 Envelope1 to aid in evaluation of our proposal and financial Bid in Envelope 2 (and or 3) 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 Allopathic Medecine to the Government of Chhattisgarh acting through the Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh, (hereinafter called purchaser) for supply of Veterinary Medicine 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, Dated .....2009.

**Joint Director of Veterinary Services,  
Jagdalpur Distt. Bastar , Chhattisgarh**

---

## Specimen 4: Manufacturing and Marketing Certificate

This is to certify that M/s \_\_\_\_\_ are holding valid manufacturing licence no. \_\_\_\_\_ Date \_\_\_\_\_ of the state and they are manufacturing the following products since the last two years.

It is further certified that the following products are also being marketed for the last two years .

The products are as follows:

S.No.	Name of the Product	Specification	Strength
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Date:-

**Sign & Seal**  
**State Drug Controller**

**Specimen 5: 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 Drugs & Medicines	Value of order (Rs)	Delivery period		Remarks indicating reasons for late delivery, if any	Was the supply of Drugs & Medicines satisfactory?(attach a certificate from the Purchaser/Consignee)
				As per Original contract	Actual		

Signature and seal of the Bidder \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Specimen 6: 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,

Joint Director of Veterinary Services,  
Jagdapur Distt. Bastar , Chhattisgarh

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 7: 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 have 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 8: Details of Manufacturing Unit(s) of the Contractor**

**DETAILS OF MANUFACTURING UNIT**

Name of the Tenderer & Full Address .....

Phone Nos. ....

Fax .....

E-Mail .....

Date of Inception .....

License No. & Date .....

Issued by .....

Valid up to .....

**Details of Installed Production Capacity and Actual Production for the year 2007-08**

Tablets/bolus/capsules :

Injections (Ampoules/Vials) :

I.V. Fluids :

Liquids :

Suspension :

Syrups :

Drops :

Ointment :

Powders :

Antiseptics/

Disinfectants :

Name & designation of the authorized signatory :

Signature of the authorized signatory :

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

OFFICE OF THE  
JOINT DIRECTOR OF VETERINARY SERVICES  
DISTRICT T- BASTAR JAGDALPUR (C.G.)

---

# TENDER FORM

LAST DATE OF SUBMISSION

DATE-29-10-2009 UP TO 3.00 P.M.

OPENING DATE

DATE - 29-10-2009 AT 4.00 P.M.

VETERINARY ALLOPATHIC MEDECINES

2009 - 2010

---

JOINT DIRECTOR OF VETERINARY SERVICES  
DISTRICT BASTAR JAGDALPUR (C.G.)

कार्यालयीन उपयोग हेतु

निविदाकर्ता का नाम व पता :- .....

निविदा प्रपत्र मूल्य रू0.....रसीद क्रमांक .....दिनांक .....  
द्वारा प्राप्त कर निविदा प्रपत्र जारी किया गया।

हस्ताक्षर

**OFFICE OF THE  
JOINT DIRECTOR OF VETERINARY SERVICES  
DISTRICT- BASTAR JAGDALPUR (C.G.)**

**TENDER FROM**

Last Date of submission  
Date - 29- 10 - 2009 to 3.00 P.M.  
Opening Date  
Date - 29- 10 - 2009 at 4.00 P.M

**VETERINARY PHARMACOPEIA MEDICINE**

**YEAR - 2009 - 2010**

**JOINT DIRECTOR VETERINARY SERVICES**  
**District, BASTAR JAGDALPUR (C.G.)**

**TENDER DOCUMENT**

**FOR SUPPLY OF VETERINARY PHARMACOPEIA MEDICINE**

**FOR YEAR 2009 -10**

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

**Signature and designation of issuing officer**

.....

**Joint Director Veterinary Services**  
**District Bastar Jagdalpur (Chhattisgarh)**

# TABLE OF CONTENTS

Check list .....	2
SECTION A: TENDER SUPPLY LETTER .....	8
SECTION B: TENDER NOTICE.....	<b>ERROR! BOOKMARK NOT DEFINED.</b>
SECTION C: INFORMATION AND INSTRUCTIONS FOR BIDDERS.....	9
Submission of Proposal .....	10
Validity of Proposal.....	10
Language and Currency of Proposal .....	10
Tendering Cost .....	10
Risk of Proposal Rejection .....	10
Changes in Tender Document .....	10
Tender Evaluation .....	11
Right to Reject/Accept any of all Bids .....	11
Penalty Clause .....	11
Mode of Submission of Proposals .....	11
Right to Black List Defaulting Contractors .....	11
Authorized Signature.....	11
SECTION D: TENDER TERMS AND CONDITIONS .....	12
SECTION E: TECHNICAL PROPOSAL AND CONTENT .....	15
SECTION F: FINANCIAL PROPOSAL AND CONTENT .....	16
ANNEXURE 1: FORMAT FOR FINANCIAL BID AND LIST OF MEDICINES .....	17
ANNEXURE 2: PACKAGING SPECIFICATIONS TO BE ENSURED WITH DELIVERIES .....	1
SPECIMEN 1: COVERING LETTER.....	2
SPECIMEN 2: GENERAL INFORMATION ABOUT BIDDERS.....	3
SPECIMEN 3: AGREEMENT BOND (NON JUDICIAL STAMP PAPER OF Rs 50/-, SIGNED AND NOTARIZED).....	4
SPECIMEN 4: MANUFACTURING AND MARKETING CERTIFICATE.....	5
SPECIMEN 5: PERFORMANCE STATEMENT IN AN AFFIDAVIT BEFORE THE EXECUTIVE MAGISTRATE/PUBLIC NOTARY EXECUTED ON A NON JUDICIAL STAMP PAPER OF Rs 50/- .....	6
SPECIMEN 6: ACCEPTANCE OF TERMS AND CONDITIONS IN AN AFFIDAVIT BEFORE THE EXECUTIVE MAGISTRATE/PUBLIC NOTARY EXECUTED ON A NON JUDICIAL STAMP PAPER OF Rs 50/- .....	7
SPECIMEN 7: DETAILS OF PERSONS WHO ARE WORKING WITH THE MANUFACTURER/CONTRACTOR WHO HAVE RELATIVES OF ANY GAZETTED OFFICERS OF VETERINARY DEPARTMENTS OF CG.....	8
SPECIMEN 8: DETAILS OF MANUFACTURING UNIT(S) OF THE CONTRACTOR .....	9

## CHECK LIST

Sr. No.	Name of Documents	Page No.	Yes	No
1	2	3	4	5
1	Security Money Deposit in the form of BD of any scheduled Bank			
2	Duly attested photocopy of License for products duly approved by the Licensing authority			
3	Market standing certificate issued by the Licensing Authority			
4	Annual turnover of Statement for 3 Year by Sales Tax authorities			
5	Good Manufacturing Practices Certificate			
6	Valid sales Tax Certificates			
7	Tender Form duly signed by authorized person			
8	Non-conviction Certificate			
9	List of items quoted (Without indication of Prices)			
10	General information about Bidder (Specimen-2)			
11	Agreement Bond (Specimen-3)			
12	Manufacturing & Marketing Certificate issues by Drug controller. (Specimen-4)			
13	Performance Statement (Specimen-5)			
14	Acceptances of terms & Conditions (Specimen-6)			
15	Details of persons (Specimen-7)			
16	Details of Manufacturing Unit (Specimen-8)			
17	Financial Bid (Envelop)			

**Section A: Tender Supply Letter**

**Office of the Joint Director of Veterinary Services  
JAGDALPUR Distt. Bastar Chhattisgarh**

No.....2009-10/Tender/ Jagdalpur,

Date.....

To,

M/s.....  
.....  
.....  
.....

**Subject: - Tender for supply of Veterinary PHARMACOPEIA Medicines for year 2009-2010**

**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 **Date and Time 29-10-2009 UP TO 3.00 PM** and will be opened on the **Date & Time 29-10-2009 AT 4.00 PM**

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

**Encl: - \_\_\_\_ Pages only.**

**Joint Director  
Veterinary Services  
jagdalpur Distt. Bastar  
Chhattisgarh**

## Section B: Tender Notice

**Joint Director Veterinary Services, District Bastar Jagdalpur ( C.G. )** (herein after referred to as Purchaser) invites Sealed tender for the supply of Veterinary Instrument and Equipment 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 sceduled bank in favour of **Joint Director, Veterinary Services, District Bastar Jagdalpur(C.G.)** or it can be downloaded from website <http://agrdept.cg.gov.in/> and submitted along with the required bank draft of Rs. 1000/- 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 **Joint Director, Veterinary Services, District Bastar-Jagdalpur** 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	From the Date of Notice Publication
2	Last Date of Sale of Tender Document	<b>28 October 2009 up to 5.30 p.m.</b>
3	Last Date and Time for Submission of Proposals	<b>29 October 2009 up to 3.00 p.m</b>
4	Date and Time of Opening of Technical Proposals	<b>29 Octobcer 2009 at 4.00 p.m.</b>
5	Security Deposit	Rs. 10000.00(Rs. Ten Thousand only ) 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 or 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.

Two copies of Technical proposal are to be submitted. Each Copy being physically separated, bound, sealed and labeled as “Technical Proposal” and marked ‘Original’ or “Copy” as appropriate. Both the copies along with SD shall be put in the same envelope containing the technical proposal..

Separate Financial Proposal for each category of Items shall be placed in different envelopes clearly marked “Financial Proposal – (Category of Medicines as indicated above)”. Both Technical and Financial Proposal shall be kept in an outer envelope clearly marked “ TENDER FOR THE SUPPLY OF Pharmacopeia MEDICINES, 2009-10 DUE ON **29-10-2009 3.00 pm\_** “. The outer envelope should also bear the submission address, name of the bidder and contact details.

The tenderer should apply in the enclosed form 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 the office of Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh according to the last date and time for submission given Section B: Tender notice however, Purchaser may at its discretion extend the said deadline for submission of the proposal by amending the tender document. 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 **One Year**. 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 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. Any Illegible and over writing, cutting etc. in the rates filled in financial bid will make the proposal also liable for rejection. Further bids have to be submitted in a fresh bid sheet as per format given in Annexure 1, Non submission of bids in a fresh bid sheet shall be 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

Thereafter, financial bids will be opened by the purchase committee to provisionally assign the vendor selection for each medicine in the order of preference as under –

First Preference – Lowest Bidder (L-1)

Second Preference – L-II

Third Preference – L-III

Thereafter the purchaser shall invite the L-1 bidder for negotiations and if the purchaser feels that negotiation process is not producing any results and the overall contract value gap between L-I, L-II or L-III is not more than 10% (or any other % as may deem fit to the Purchaser), they shall invite L-II and/or L-III bidder accordingly for final negotiation.

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.

## 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 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 of 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 and should be give other detail of manufacturing unit as detailed in Specimen 7 to this tender document

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

**Joint Director**  
Veterinary Services Bastar District  
Jagdalpur

## Section D: Tender Terms and Conditions

### 1 SECURITY DEPOSIT

- a. RS 10000=00(RS. TEN THOUSEND )for a bidder onlybe in the from The form of Bank Draft from any scheduled bank favouring “Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh”. 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 medicines or items, a single Bank Draft for the entire SD amount can be submitted.
- c. 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
- d. 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.
- e. Security Deposit will be returned to the successful bidder after one month from the date of completion of the supply contract.

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 Joint Director Veterinary Services, Distt Bastar Jagdalpur (C.G.) 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 -

- (f) 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.
- (g) If M. R. P. decreases during the contract period than 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 medicines 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
- (h) Further if the Purchaser comes to know that there was a difference in the rate mentioned in tender documents and as per MRP/ rate in Invoice towards supply of goods after the supply of goods, Then the Purchaser has the right to take appropriate action & loss incurred to the Purchaser on account of such rate difference will be deducted from security deposit or from any amount due to the contractor.
- (i) 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
- (j) 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 state's SSI Unit/Govt undertaking units 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 **One year** and may be further extended up to three months with the prior approval of Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh). The delivery of goods by the contractor should be Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh. 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, 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 Manufacturers wish to supply the medicines through their distributors or Agent, Prior intimation about such distributor or Agent through which the Medicine will be supplied shall be provided with authorization certificate to the Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh 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.

11. In the event of any dispute or differences arises between the parties of this contract on any of the provisions herein or anything arising here out of this tender document, The same shall be referred to the **Director Veterinary Services, Raipur, C.G.** for arbitration and his decision thereon shall be final and binding to all concerned.

12. Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh 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 medicine, dressing material equipment or apparatus and the cost involved in testing and other legal proceeding and the cost of replacement will be borne by him.

14. The composition/specification of the medicines & drugs to be supplied should comply with IP, BP, USP or other notified pharmacopoeia standards

15. Supply being made should be strictly of the same description as prescribed in the purchase order and in the same qty as per purchase order issued. Any deviation without a prior approval from Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh 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.

16. Expiry of the medicines and drugs must be minimum of one year after the date of supply.

#### 17. ORDERS AND DELIVERY SCHEDULES

- f. 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.
- g. 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.

- h. The entire supply shall need to be completed with in the period mentioned in the Purchase Order or for the period extended by Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh
- i. 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.

**18.PENALTY CLAUSE:**

- j. In case commodities indented are not supplied with in 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)
- k. Further it shall be lawful for the Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh 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
- l. In case, however, no supply is made even after expiry of **60 days** from the date issue of order of supply, the amount of security deposit shall be forfeited to the Government of Chhattisgarh and the contract shall stand terminated.
- m. **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** which 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.

19.The Drugs and medicines shall be supplied in the packaging specifications as provided in Annexure 2.

20.The Invoice/Billing shall be done in the name of “Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh”

21.The Information with respect to Manufacturer excise registration no, Purchase Order No issued by the Purchaser, Drug License No., 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.

22.The purchaser reserves the right to randomly select from each batch of the consignment received either at the time of receiving the goods or at any time during the shelf life of the product for test and analysis at any laboratory approved under the Drugs and Cosmetic act and Rules notwithstanding the routine sampling that may be carried out by the Drugs and Regulatory authorities. The batches resulting in rejections shall be returned to the Contractor at his own cost. The cost of medicines and the cost of removal of such medicines incurred by the contractor shall not be paid for.

23.In the event of breach of any of the above terms & conditions of the contract by the contractor, the purchaser, shall have the right to forfeit the security deposit or the balance there as the case may be, for the said breach, but without prejudice to the right of Government of Chhattisgarh to recover further sum as damages from any sum which may become due to the contractor by the Government or otherwise however.

## 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 50/- notarized judicial stamp paper (**Specimen 3**)
- 4.. Security Deposit in the manner provided elsewhere in the document
- 5 Duly attested photocopy of **Original Drug License** for the products duly approved by the Licensing authority must be enclosed for each and every product quoted in the tender suitably marked with drug code. The license must have been duly renewed up to date & valid for complete Rate Contract period & supplies being made against should be made by a public notary/Gazetted Officer.
6. Duly attested photocopy of valid import license issued by Licensing Authority if it is an imported item. The license must have been renewed up to date inline with 5 above.  
Market Standing Certificate issued by the Licensing Authority, as a Manufacturer with at least two years continuous manufacturing License i.e. **2007-2008 and 2008-2009** in respect of items covered by Drugs and Cosmetics act, 1940 and rules there under for each drug quoted. In case of direct importer, evidence for possessing and actually importing the said items for the last two financial years.
7. Two Year's Manufacturing / Marketing experience certificate from the State Drug Controller in the prescribed Performa (**Specimen 4**). The Certificate should have been issued recently (not more than one year old). The certificate is to be signed by Drug Controller of the State
- 8.Manufacturing units should have minimum average annual turnover of **Rs. 25 Lakh** 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, 2007-08and 2008-09**. In case Audit of 2008-09 is pending, provisional financial statements with turnover certificate from the Chartered Accountant must be submitted.
- 9.Either a valid WHO-Good manufacturing Practices (GMP)/or GMP certificate issued by Licensing Authority for last two years **2007-08 to 2008-09**.
- 10.Valid sales Tax registration certificates issued by concerned Authorities.
- 11.Performance Statement in an affidavit executed before Executive Magistrate/Public Notary (**Specimen 5**)
- 12Acceptance of Terms and Conditions mentioned in the Tender Document (**Specimen 6**)
- 13Non-conviction certificate issued by food and drug controller Authorities.
- 14Details of personnel working with the manufacturer and have relatives as gazetted officer in veterinary department (**Specimen 7**)
- 15.If the organization is registered under SSI/State Gov Undertaking Unit, Enclose copy of registration
- 16.Incorporation Certificate of the Organization ( In case of Non Proprietary firm)
- 17.Details of the Manufacturing Unit (**Specimen 8**).
- 18.Authorization Certificate in case Manufacturers wish to supply the medicines through their distributors or Agents

**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 for each category of medicines should be placed in different envelopes clearly marked "Financial Proposal – \_ (Category of Medicines as indicated above)". Each Financial Proposal be submitted with the covering page as below –

To,

The Joint Director of Veterinary services  
Distt Bastar ,JAGDALPUR ( CG )

**Subject: Financial Proposal for Supply of Pharmacopeia Medicines to the office of Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh**

**Dear Sir,**

I/We \_\_\_\_\_ (name of the Organization) are pleased to submit our financial proposal for the supply of Allopathic Medicines in accordance with our technical proposal and as per request in Annexure 1 of the tender form dated \_\_\_\_\_

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

<b>SNo</b>	<b>Category of Medicines</b>	<b>Amount in Figures (Rs) (total for all medicines)</b> <b>(inclusive of all taxes, freight and Insurance)</b>	<b>Amount in Words (total for all medicines)</b> <b>(inclusive of all taxes, freight and Insurance)</b>
1	<b>Pharmacopeia Medicines</b> as per format and list attached in Annexure 1 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 **One year** 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 Pharmacopoeia Drugs

S.No.	Name of drug/ item	Specification	Packing	Approx. requirement	Approx. Value	Trade Name	Drug licence NO.	Manufactured & Marketed by	Basic price inclusive of incidental services	Packing & forwarding charges
To be filled by Purchaser										
1	2	3	4	5	7	8	9	10	11	12
1	Acriflavin	IP / BP grade	25gm	200	<b>19000.00</b>					
2	Boric acid	IP / BP grade	400gm	300	<b>12000.00</b>					
3	Castor oil	IP / BP grade	400ml	300	<b>8100.00</b>					
4	Copper sulfate	IP / BP grade	500gm	300	<b>24000.00</b>					
5	Ferrous sulfate	IP / BP grade	400gm	100	<b>7000.00</b>					
6	Glycerine Pure	IP / BP grade	400gm	300	<b>6000.00</b>					
7	Hydrogen peroxide 30%	IP / BP grade	450ml	300	<b>6000.00</b>					
8	Magnesium sulfate	IP / BP grade	25kg	200	<b>50000.00</b>					
9	Neem oil	IP / BP grade	400ml	50	<b>2000.00</b>					

10	Potassium permanganate	IP / BP grade	400gm	300	<b>24000.00</b>						
11	Soft soap	IP / BP grade	1lit	200	<b>24000.00</b>						
12	Tr. Benzoin	IP / BP grade	400ml	300	<b>13500.00</b>						
13	Tr. Iodine	IP / BP grade	400ml	300	<b>15000.00</b>						
14	Trypan blue powder	IP / BP grade	vial	200	<b>16000.00</b>						
15	Turpentineoil medicinal	IP / BP grade	400ml	300	<b>12000.00</b>						
16	White Vaseline	IP / BP grade	2kg	100	<b>10000.00</b>						
17	Zinc oxide	IP / BP grade	400gm	300	<b>12000.00</b>						
18	Zinc sulfate	IP / BP grade	400gm	100	<b>6000.00</b>						
19	carbolicpowder 2%	B vet c	25kg	300	<b>30000.00</b>						
20	Farmalin Solu.	IP / BP grade	500 ml	400	<b>8000.00</b>						
21	Lugol's Iodin 10 %	IP / BP grade	400ml	200	<b>12000.00</b>						

22	Absobent cotton	IP / BP grade	500 gm	500	<b>30000.00</b>						
23	Bandage Cloth	IP / BP grade	20 mt	200	<b>30000.00</b>						
24	Bandage Roll	IP / BP grade	6x6 mt per dazon	500	<b>20000.00</b>						
25	Calamin Pow.	IP / BP grade	400 gm	200	<b>10000.00</b>						

## Annexure 1: Format for Financial Bid and List of Medicines/Items

S.No.	Name of drug/ item	Specificati on	Packing	Approx. requirem ent	Approx. Value	SD Amount	Trade name	Drug licence NO.	Drug licence page no.	Manufact ured & Marketed by	Basic price inclusive of incidental services	Packing & forwarding charges	Excise duty	Freight insurance charges	Sales tax applicabl e	Total landed price (Rs)	MRP
-------	--------------------	----------------	---------	----------------------	---------------	-----------	------------	------------------	-----------------------	-----------------------------	--	------------------------------	-------------	---------------------------	-----------------------	-------------------------	-----

To be filled by Purchaser							To be filed by manufacturer											
1	2	3	4	5	7	8	9	10	11	12	13	14	15	16	17	18	19	

---

## **Annexure 2: Packaging Specifications to be ensured with deliveries**

12. It should be ensured that only first use packaging material of uniform size including bottle and vial is used for making supplies.
13. All primary packing containers should be strictly conforming to the specification included .
14. The cap of bottles of preparations should not carry the name of the supplier.
15. The labels in the case of injectables should clearly indicate whether the preparations are meant for IV, IM, SC, etc. use.
16. The capsule shall have the name of the drug, in addition to the logo, to improve the traceability of the capsule.
17. Packing should be able to prevent damage or deterioration during transit.
18. No box should contain mixed products or mixed batches of the same product.
19. All glass bottles used for Liquid Orals/ External preparations shall be USP type-III glass and not recycled or second hand bottles should be used.
20. All containers and closures, which come in direct contact with the drug, shall comply with specification stipulated in the Indian Pharmacopoeia or any recognized Pharmacopoeias (e.g. BP, IP, USP etc)
21. Every box should be sealed with gum tape running along the top and lower opening.
22. Every box should carry a large outer label clearly indicating that the product is for "C.G. Govt. Supply-NOT FOR SALE".

---

## Specimen 1: Covering Letter

Dated:

To,

Joint Director of Veterinary Services, Chandni Chowk Collecotorate Road

Jagdalpur Distt. Bastar , Chhattisgarh

**Subject: Technical Avd Finacial Proposal for Supply of Pharmacopeia Medicine for the year 2009-10 to the office of** Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh

**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 Envelope1 to aid in evaluation of our proposal and financial Bid in Envelope 2 (and or 3) 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)
5. 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 **Pharmacopeia** Medecine to the Government of Chhattisgarh acting through the Joint Director of Veterinary Services, Jagdalpur Distt. Bastar , Chhattisgarh, (hereinafter called purchaser) for supply of Veterinary Medicine 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, Dated .....2009.

**Joint Director of Veterinary Services,  
Jagdalpur Distt. Bastar , Chhattisgarh**

---

## Specimen 4: Manufacturing and Marketing Certificate

This is to certify that M/s \_\_\_\_\_ are holding valid manufacturing licence no. \_\_\_\_\_ Date \_\_\_\_\_ of the state and they are manufacturing the following products since the last two years.

It is further certified that the following products are also being marketed for the last two years .

The products are as follows:

S.No.	Name of the Product	Specification	Strength
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Date:-

Sign & Seal  
State Drug Controller

**Specimen 5: 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 Drugs & Medicines	Value of order (Rs)	Delivery period		Remarks indicating reasons for late delivery, if any	Was the supply of Drugs & Medicines satisfactory?(attach a certificate from the Purchaser/Consignee)
				As per Original contract	Actual		

Signature and seal of the Bidder \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Specimen 6: 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,

Joint Director of Veterinary Services,  
Jagdapur Distt. Bastar , Chhattisgarh

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 7: 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 have 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 8: Details of Manufacturing Unit(s) of the Contractor**

**DETAILS OF MANUFACTURING UNIT**

Name of the Tenderer & Full Address .....

Phone Nos. ....

Fax .....

E-Mail .....

Date of Inception .....

License No. & Date .....

Issued by .....

Valid up to .....

**Details of Installed Production Capacity and Actual Production for the year 2007-08**

Tablets/bolus/capsules :

Injections (Ampoules/Vials) :

I.V. Fluids :

Liquids :

Suspension :

Syrups :

Drops :

Ointment :

Powders :

Antiseptics/

Disinfectants :

Name & designation of the authorized signatory :

Signature of the authorized signatory :

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

OFFICE OF THE  
JOINT DIRECTOR OF VETERINARY SERVICES  
DISTRICT- BASTAR JAGDALPUR (C.G.)

---

# TENDER FORM

LAST DATE OF SUBMISSION

DATE-29-10-2009 UP TO 3.00 P.M.

OPENING DATE

DATE - 29-10-2009 AT 4.00 P.M.

## VETERINARY PHARMACOPEIA MEDECINES

2009 - 2010

---

JOINT DIRECTOR OF VETERINARY SERVICES  
DISTRICT BASTAR JAGDALPUR (C.G.)

कार्यालयीन उपयोग हेतु

निविदाकर्ता का नाम व पता :- .....

निविदा प्रपत्र मूल्य रू०.....रसीद क्रमांक .....दिनांक .....

द्वारा प्राप्त कर निविदा प्रपत्र जारी किया गया।

