


**TENDER PAPER FOR SUPPLY OF  
LAB CHEMICALS  
FOR THE YEAR 2019-20**

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Cost of Tender Paper-	Rs.1500/- (One Thousand Five hundred only)
Last date of download of tender paper-	25/01/2019 up to 1pm
Last date of Submission of tender paper-	28/01/2019 up to 4pm
Date of Opening of tender (Technical bid)-	29/01/2019 at 12.30pm
Date of Opening of Cover-B (Price bid):	31/01/2019 at 12.30pm
Place of Opening of tender paper-	Office of the Superintendent, SVPPGIP, Ctc-2
Address for Communication-	Superintendent, SVPPGIP, Ctc-2
Telephone/ Fax No. :-	0671-2508978
Email ID: -	svppgip_cuttack@rediffmail.com
Website: -	www.svppgip.org

  
Superintendent  
SVPPGIP, Cuttack-2

### SALE OF TENDER / BID DOCUMENT

A complete set of bidding documents may be downloaded by the Bidders directly from the WEBSITE available at [www.svppgip.org](http://www.svppgip.org). to participate in the tender. The Tender Paper cost fee of Rs.1500/- (Non-refundable) by way of Demand Draft drawn in favor Superintendent, SVPPGIP, CTC payable at Cuttack to be submitted with the technical bid. The Bidders should specifically super scribe, "DOWNLOADED FROM THE WEBSITE" on the top left corner of the outer envelope containing Technical Bid and Price Bid separately. The Tender Paper cost fee and the EMD amount should be submitted separately in separate demand drafts. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website or the office notice board before last date of purchase of tender document and the Superintendent, SVPPGIP, Cuttack shall have no responsibility for any delay / omission on part of the bidder.

a) Price of bid document . Rs.1500.00 (Non-refundable)

The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.



## BRIEF INSTRUCTION TO THE BIDDERS

### TERMS AND CONDITIONS

- 1.1 Sealed tenders will be received on or before Dated.28/1/2019 up to 1.00 P.M. by the Superintendent, SVPPGIP,Cuttack from intending supplier for Supply of Lab Chemicals. Any tender received after the due date & time will be rejected / returned to the sender unopened.
- 1.2 The bidder(s) are to submit their tender in separate sealed covered envelopes for technical bid and commercial bid by super scribing Cover "A" (Technical Bid) & Cover "B" (Price Bid) and both the covers should be put into a third Cover, which should be super scribed as "Tender for the Supply of Lab Chemicals.
- 1.3 The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened at the **O/o Superintendent, SVPPGIP, Cuttack** on date 29/1/2019 at 12.30pm. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.
- 1.4 No tender documents can be accepted after the expiry of scheduled date and time for receipt of bids.

### ELIGIBILITY CRITERIA

- 2.1. Bidders are eligible to participate in the tender.
  - (i) The firm should be GST registered in any state.
  - (ii) The firm should have valid Drug license or if not valid and applied for renewal, they should have clearance from concern authority.
  - (iii) The firm must clear last GST Return and copy of return to be submitted in support.
  - (iv) Pan card should be in the name of proprietor or firm.
  - (v) GST Registration Certificate
  - (vi) The firm must have business turnover of not less than 20 lakhs during last consecutive three years.
  - (vii) The firm should not declare blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization.
  - (viii) The following documents should be enclosed in Cover "A" (Technical Bid) by the tenderer.



### **COVER—A (TECHNICAL BID) :**

- 3.1 Earnest Money Deposit of Rs 5,000(Five thousand) in shape of Demand Draft.
- 3.2 Copy of Valid Drug license or if applied for renewal then the certificate from issuing authority as the license is valid.
- 3.2 Copy of up-to-date last GST return.
- 3.3 Photo copy of Pan Card of firm/proprietor
- 3.4 Tender paper cost of Rs.1500/-(one thousand five hundred) in the shape of DD.
- 3.5 GST Registration Certificate.
- 3.6 Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / contract person.
- 3.7 Declaration through affidavit regarding non black listed by any state Govt. or Central Govt. organization.
- 3.8 Copy of CA audited turnover of not less than 20 lakhs during last consecutive three years.
- 3.9 Copy of authorization letter from manufacturer/importer for the system pack items(for ERBA and MIURA machine)

### **COVER – B (PRICE BID)**

- 4.1 The tender format giving the quoted rate for the items should be sent in a separate sealed Cover hereafter called Cover “B” (Price Bid).  
The Cover –B (Price Bid) will be opened only of the tenderers who qualify in Technical Bid (Cover – A) and product is as per tender specification.
- 4.2 The tender must be submitted the price of the items inclusive of packing, forwarding, freight (door delivery), but exclusive of GST in Cover-B. The rate should be quoted for each item both in figures and words. In case of difference in words and figures, words will be taken into consideration for evaluation.

### **REJECTION OF TENDER**

The tender paper will be rejected, if any of the following documents are wanting/not submitted with the tender:

- (i) Valid Drug license or if applied for renewal they should have clearance from Concern authority.
- (ii) Xerox Copy of last GST return
- (iii) GST Registration Certificate.
- (iii) Xerox Copy of Pan card in the name of firm/proprietor
- (iv) Less Earnest Money Deposit (EMD) as mentioned in the form of DD.
- (v) Price bid / quoted rate with signature and seal (Hard Copy).
- (vi) Tender paper cost as Demand Draft of specified amount.
- (ix) Declaration through affidavit of Non black listed of their firm.



5. **Earnest Money Deposit:**

1. The tender should be accompanied with Earnest Money Deposit (EMD) amounting Rs.5000/- (Five thousand) in shape of Demand Draft from any Nationalized/ Scheduled Bank in favor of Superintendent, SVPPGIP, Cuttack falling which tender will be rejected.
2. The EMD of the unsuccessful bidders will be return back after finalization of tender & in case of successful tenderer, the EMD will be returned after complete supply within the stipulated period. EMD of successful tenderer will be forfeited, if the firm do not accept the purchase order or does not carry out the supply order after accepting the purchase order.
3. The selected firm has to complete the supplies maximum of within 30 days of issue of purchase order. If the firm fails to supply in time or supplies are not up to standard, the EMD shall be forfeited and the firm will be blacklisted.

**PRICE EVALUATION:**

**Tenderers who technically qualify will be evaluated only.**


6. The cost of Item (inclusion of the transportation, packing & forwarding but excluding GST).

7. **Payment:**

1. Payment shall be made after complete supply.

8. **General Conditions:**

1. In the event of the date being declared as a holiday for the purchaser's office, the due date submission of bids and opening of bids will be the following working date & time.
2. The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.
3. No conditional tender will be accepted.
4. The qualified bidder, who according to terms and conditions fails to supply the items in the stipulated time period and of specified quantity, the EMD will be forfeited.
5. Any legal matter will be finalized in Cuttack Jurisdiction.

  
2/11/19  
Superintendent  
SVPPGIP, Cuttack

