

# TENDER FORM

# ALLOPATHIC MEDICINE

**LAST DATE OF SUBMISSION**

16- June -2011 UP TO 03.00 PM

**OPENING DATE**

16- June-2011 AT 04.00 PM

***YEAR 2011-12***

Price Rs. 500/-

---

**OFFICE OF THE DEPUTY DIRECTOR OF  
VETERINARY SERVICES  
DHAMTARI, (CHHATTISGARH)**

## **CHECK LIST**

<b>Sr. No.</b>	<b>Name of Documents</b>	<b>Page No.</b>
<b>1</b>	<b>2</b>	<b>3</b>
<b>1</b>	Earnest Money Deposit in the form of BD/FD	
<b>2</b>	Duly attested photocopy of License for products duly approved by the Licensing authority and quoted medicines should be clearly marked.	
<b>3</b>	Market standing certificate issued by the Licensing Authority	
<b>4</b>	Manufacturing units should have minimum turnover of annual Rs. Two crores during last financial year.	
<b>5</b>	Good manufacturing Practices certificate	
<b>6</b>	Valid sales Tax certificates issued by concerned Authorities	
<b>7</b>	Farm duly signed by authorized person (From page No. 1 to 11)	
<b>8</b>	Agreement Bond	
<b>9</b>	Non-conviction certificate	

**Office of Deputy Director Veterinary Services  
Dist Dhamtari (Chhattisgarh)**

No.....2011-12/Tender/Dhamtari,  
Date.....

To,

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

**Subject: - Tender for supply of Veterinary Allopathic Medicines.**

**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 **16-June-2011 up to 03.00 PM** and will be opened on the **16-June-2011 at 04:00 PM.**

The tender will be received at Office of the **Deputy Director of Veterinary Services, Dist-Dhamtari (Chhattisgarh).**

**Encl: - 13 Pages only.**

**Deputy Director  
Veterinary Services  
Dist-Dhamtari (C.G.)**

## ***ABSTRACT INFORMATION REGARDING TENDER***

1. Name of the Firm .....
2. Address of Firm for Correspondence: .....  
.....
3. Ownership of the Firm .....
4. In case of partnership, name of partner for signing the tender: -  
.....  
.....  
(Encl. Power of attorney and Deed letter)
5. Valid license of the Firm No.: - ..... Date .....  
Validity renewed up to: -.....(enclosed copy)
6. Whether Firm is manufacturer/distributor or supplier: -.....  
.....
7. Name of Appendix filled in tender: -  
.....  
.....
8. If Firm is registered under SSI/GOI/Unit enclose copy: - .....
9. Details of Bank Draft / F.D. for-  
A)-Cost of Tender Documents  
B)-Earnest Money.
10. Details of enclosed documents: -.....  
.....

**Signature of  
Contractor  
with seal**

### **CERTIFICATE**

Certified that the rates quoted in this tender for Govt. Supply. If they have been approved by the Deputy Director Veterinary. Services, Dhamtari Chhattisgarh, and at any stage it has been found that the quoted rates are higher than the rates applicable to supply to Govt. in any other state / institution trade rates then in such case Deputy Director Veterinary. Services, Dhamtari Chhattisgarh, have the right to cancel the approved rates and to take legal action against our firm.

**Signature of  
Contractor  
with seal**

## GOVERNMENT OF CHHATTISGARH DEPARTMENT OF ANIMAL HUSBANDRY AND DAIRY

### TENDER NOTICE FOR THE SUPPLY OF VETERINARY ALLOPATHY MEDICINE

Sealed tender are invited for the supply of Veterinary Allopathy Medicine from **LICENSED VETERINARY ALLOPATHY MEDICINES MANUFACTURES only THOSE HOLDING GOOD MANUFACTURING PRACTICE CERTIFICATE, GOOD MARKET STANDING AND NON CONVICTION CERTIFICATE FOR THREE YEARS** by the **Deputy Director of Veterinary Services, Dhamtari, Chhattisgarh .**

1. The tender must be submitted in sealed cover envelope and should reach the office of the undersigned on or before **16-June-2011 up to 03.00 PM**. The committee will open the tender **on 16-June-2011 at 04.00 PM**. The tender can submitted personally or by registered post A.D. The envelope shall bear the address of the tenderer and shall be super scribed with the words "**TENDER FOR SUPPLY OF VETERINARY ALLOPATHY MEDICINES**."
2. The prices should be quoted inclusive of all taxes packing forwarding insurance and freight charge F.O.R. Dhamtari. The time and limit for execution of such order shall be 60 days from the date of issue of Purchase order. The tender must be accompanied with earnest money/ security deposit 3% of cost of tender item in the form : -
  - (a) The Bank draft of any scheduled Bank.
  - (b) Bank draft/ FD (Fix Deposit Receipt) be prepared in favor of the undersigned by designation.
  - (c) The depositor agrees in the writing to undertake any risk involved in the investment.
  - (d) The amount of EMD will be refunded to the unsuccessful competitors or rejection of their tender at their cost. It will be retained from the successful competitors as per term and conditions of the contract.
  - (e) Cash or Cheques will not accepted.
3. Each tender should be accompanied with the Signed and sealed agreement bond. Attested Photocopy of License Sale/Commercial Tax Registration certificate.
4. **THE TENDER WILL HOLD GOOD UP TO 31 March 2012.**
5. The D.D.V.S. 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.
6. The tenderer should tender in the enclosed form only. The same on acceptance will constitute the contract in terms specified there in.
7. The tender thus received will be opened on **16 June 2011** in the **Deputy Director Veterinary Services, Dhamtari Chhattisgarh at 4.00 P.M.** by a committee appointed for the purpose of such Tenders or his/their authorized representative who choose to attend at the time of opening the tender in person.
8. No tender shall be taken into consideration unless it satisfies all the requirements prescribed above and is presented within prescribed time limit. Deputy Director,

Veterinary Services, Dhamtari Chhattisgarh, however reserve the right to give any relaxation in this connection.

**9. The conditional tenders are liable to be rejected.**

10. The undersigned may reject all or any of the tenders without assigning any reasons there of.
11. A list showing the names of those persons, who are working with Veterinary Department C.G., should be appended with the tender.
12. If tender being submitted by a firm it must be signed separately by each partner and in the event of absence of any partner it must be signed on his behalf of a person holding power of attorney which should be issued by the person who will be absent, authorizing him to do so which should be produced with the tender and it must disclose that the firm is registered under Indian Partnership Act along with specification of No. of partners who constitute the firm with their names & address.
13. NO PERSON OR FIRM IS PERMITTED TO SUBMIT MORE THAN ONE TENDER UNDER DIFFERENT NAME.
14. The rates tendered shall not be altered by the tenderer during the terms of the contract.
15. If the rates quoted by the firm in tender documents i.e. proposed rates & M. R. P. rates, got any difference on product information slip at the time of supply then the same must be informed to Deputy Director Veterinary Services, Dhamtari Chhattisgarh, well in time (before supply). Regarding above term it is clarified that :-
  - (a) After approval of Tender rate, if M. R. P. increases, there will be no change in approved rates and tenderer have to supply the order on approved tender rates how ever.
  - (b) If M. R. P. decreases from approved tender rate than the rates will also decreased in same proportionate and the decreased rate will be treated as approved rate, Tenderer have to supply the medicines other wise Deputy Director Veterinary Services Dhamtari has the right to take legal action.  
 Again if Deputy Director Veterinary Services Dhamtari came to know that there is a difference in the rate mentioned in tender documents and in supply goods. Then Deputy Director have to right to take appropriate action & difference amount will be de-clutch from security deposit. Tenderer are directed to in form the Authorized agent through which the Medicine will be supplied.
16. Each page of the Tender and its enclosures should be signed at the bottom by the tenderer.
17. The serial No. of the articles referred in Appendix should be quoted in the tender for reference.
18. In case of spurious preparation the rates should be quoted inclusive of excise duties.
19. The undersigned of the department bears no liability for arranging import permits for the goods ordered by us.
20. All dues regarding taxes including sales tax, Octroi duties etc. levied on the supply shall be payable by the contractor himself. The department shall grant

- certificate for total quantity of supply made but shall not entertain any claim on this account.
21. The amount of Earnest money shall be refunded in full in case tender of the firm is totally rejected otherwise the amount of earnest money shall be adjusted against security deposit of equal to 3% of value of order placed. However, in case the amount so deposited is found short to cover the full value of security deposit the contractor shall have to deposit the difference within 15 days of the notice so issued by the undersigned under registered cover otherwise the contract shall stand terminated and security deposit would be forfeited.
  22. Illegible and over writing cutting artifice etc. in the rates will make the tender liable for rejection.
  23. The abstract information regarding tender be submitted duly signed by the tenderer.
  24. Market standing certificate Good manufacturing certificate Non conviction certificate issued by the Authority with at least three years continuous manufacturing license.
  25. Manufacturing units should have minimum turnover of annual Rs. Two crores during last financial year .
  26. Medicines & drugs shall be IP-BP standard quality only.
  27. The expiry date of medicines must be of minimum one year from the date of supply.
  28. **TENDER EVALUATION: - The evaluation of the cover-A and B (Technical and Commercial bid) opened by the Tender opening Committee to provisionally assign the item-wise selection in the order of preference as under.**

<b>First Preference</b>	<b>-L-I</b>
<b>Second Preference</b>	<b>- L-II</b>
<b>Third Preference</b>	<b>- L- III</b>

**If the L-I contractor fails to execute the purchase order within the mutually agreed delivery period, the order will be cancelled at firms risk and cost and thereafter, the purchaser shall opt for L-II and L-III in the order of priority and the difference of cost will be recovered from the defaulting contractors i.e. L-I**
  29. This office will issue 'D' Form for C.S.T.
  30. Deputy Director Veterinary Services shall have to right to decide the rates of medicine after negotiations/mutual discussions if required.
  31. **The original drug license must be produces at the time of opening of technical bid before the tender committee.**

**Deputy Director  
Veterinary Services  
Dist-Dhamtari (C.G.)**

## AGREEMENT BOND

### (TENDER FOR SUPPLY OF VETERINARY ALLOPATHY MEDICINE)

I/We hereby tender for the supply to the Governor of Chhattisgarh acting through the Deputy Director Veterinary Services, Dhamtari Chhattisgarh (hereinafter called Governor of C.G.) for supply of Veterinary Allopathy 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.

The sum of 3% cost of tender item quoted is forwarded herewith as earnest money, the full value of which is to be absolutely forfeited to the said Governor or his successor in office without prejudice to any other rights or remedies of the said Governor or his successors in the office. In case I/We fail to undertake the supply of commodities, or fail to deposit the full amount of security in accordance with condition No.-1 of the said terms and conditions of contract dated this day                      of                      2011.

Witness .....

Address .....

Occupation .....

**Signature of  
Contractor**  
(Name.....  
..)

The above tender is hereby accepted by me on behalf of Governor of Chhattisgarh, Dated .....2011.

**Deputy Director  
Veterinary Services  
Dist-Dhamtari (C.G.)**

**NOTE- This agreement bond must be typed on Non-Judicial stamps worth Rs.50 (Rs. Fifty only) and must be signed accordingly Nitrified.**

# PROCEDURE FOR SUBMISSION OF TENDER FORM

## **FIRST TENDER ENVELOPE “A” HAS: -**

1. Earnest Money Deposit in the form of BD/FD.
2. Duly attested photocopy of License for products duly approved by the Licensing authority and quoted medicines should be clearly marked.
3. Market standing certificate issued by the Licensing Authority.
4. Manufacturing units should have minimum turnover of annual Rs. Two crores during last financial year.
5. Good manufacturing Practices certificate.
6. Valid sales Tax clearance certificates issued by concerned Authorities.
7. Tender Form duly signed by authorized person. (Form Page No. 1 to 11)
8. Agreement bond.
9. Non-conviction certificate.

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

### **2- ENVELOPE –“ B”:- PRICE BID**

**Tenderer should submit terms & conditions and prices in hard copy as well as in computer CD in a separate sealed cover, hereafter called "Cover B". (The soft copy given in CD should be in MS Excel).**

### **3- Envelope "C" - Contain other related document**

- 4- The set of tender document **Technical Bid (Envelope A)** , **Financial Bid (Envelope B)** and **Envelope "C"** dully completed in all respects shall be submitted in notice inviting tender in a sealed envelope so as to reach within time.

## **TERMS & CONDITIONS OF CONTRACT**

1. The tenderer whose contract may be accepted (herein after called the contractor) shall within fifteen days of receipt of information of the acceptance of the tender by him, should deposit sum equal to 3% of the value of order placed with him, whichever is higher, either in cash or in any of the Government Treasury or furnish approved Government securities for this amount duly endorsed to the **Deputy Director Veterinary Services, Dhamtari C.G.** The amount may also be deposited in any other manner accepted to the **Deputy Director** in terms of general orders of Government issued from time to time. All damages or to be born by the contractor otherwise sum of money payable by the contractor to the Governor of Chhattisgarh under the terms of this contract, may be deducted from the amount of security deposit after the proper completion of the contract.
2. The prices will hold good for end of **31 March 2012**. The delivery of goods by the contractor should be at **Deputy Director of Veterinary Services, Dhamtari**. The cost of packing, forwarding, freight and other charges for effecting delivery at the destinations shall be borne by the contractor.
3. The **Deputy Director Veterinary Services, Dhamtari C.G.** reserves the right to increase or decrease any one or more items of supply during the contract. The contractor will be bound to comply without any claim for the compensation.
4. 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 Department shall grant a certificate of total quantity of supply made but not entertain any claim on this account.
5. All losses during transit due to breakage and shortage, spoilage etc. will have to be made by the contractor at his own cost.
6. The contractor shall not sublet the contract assigned to any other party or parties, the whole or any portion of the contract.
7. In case commodities indented are not supplied within the time limit or loss is not made good according to the terms & conditions of this contract, the tenderer shall be liable to pay liquidated damages and by the way of penalty the sum of **2%** of the cost of order placed, shall be deducted from bill. Further it shall be lawful for the **Deputy Director Veterinary Services, Dhamtari** 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 Governor. In case, however, no supply is made even after expiry of **60 days** from the issue of order of supply before closing of financial year, the amount of security deposit shall be forfeited to the Government of Chhattisgarh and the contract shall stand terminated. However, if the **Deputy Director** 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** in case. In such case the Head of the Department may forgo the whole or part of the liquidated damages as the **Deputy Director** may deem proper except the actual extra cost incurred in making purchases from open market.

8. THE RATES WHICH ARE QUOTED WILL REMAIN VALID UP **31 MARCH 2012.**
9. 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.
10. In the event of breach of the terms & conditions of the contract by the contractor, the **Deputy Director**, shall forfeit the security deposit of the balance there as that may at that time be remaining, for the said breach, but without prejudice to the right of Governor of Chhattisgarh to recover further sum as damages from any sum which may become due to the contractor by the Government or otherwise however.
11. Any amount due to the Governor of Chhattisgarh from the contractor on any account in respect of this tender may be recovered from him at arrears of land revenue.
12. M. R. P. should be mentioned in the quoted price list, without which tender will not be consider.
13. In case of any dispute arising out of this contract or any of the provisions herein contained or anything arising here out except in respect of matters on which the decision of **the Deputy Director, Veterinary Services, Dhamtari** is herein before declared to be final and binding to all. The same shall be referred to the Secretary (Agriculture), Government of Chhattisgarh, Raipur for arbitration and his decision thereon shall be final and binding to all concerned.
14. The contractor shall be held responsible for the supply of any spurious equipment & apparatus and the cost involved in testing and other legal proceeding shall have to be borne by him.
15. **In comparison of rates between tenderer of state and tenderer of other states, commercial tax should be subtracted from rates of tenderer of Chhattisgarh registered under commercial tax Act.**
16. **The original drug license must be produces at the time of opening of technical Bid before the tender committee.**

**SIGNATURE OF CONTRACTOR  
WITH SEAL NAME & DATE**

## ***DECLARATION-1***

I/we hereby agree to undertake any risk involved in the investment of 3% cost of tender item quoted as earnest money/security deposited with the tender.....dated.....of.....  
 (Name of Bank).....in favor of the Deputy Director of Veterinary Services Dhamtari (C.G.).

*Signature of Contractor*

## ***DECLARATION-2***

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

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

**Signature of Contractor**



		ANTI COAGULANTS								
		ANTI RHEUMATIC								
22.	HEAT INDUCES									
23.	HAEMETENIC DRUG									
24.	DISTILLED WATER FOR INJECTION									
25.	LIVER TONIC									
26.	GALACTO GAUGE									
27.	ANTISEPTIC GELLY.									
28.	VIRUCIDOL OF AVIAN INFLUENZA									
29.	UNIQUE PRODUCT									
30.	Water soluble Antibiotics									
31.	Anti coccidial drugs									
32.	Water soluble Dewormer									

**NOTE :- Each medicine should be specified with mode of application viz Injectable, Bolus, Tablets, Passerines, Emulsions, Solution, Ointments, Spray etc.**