

## **Notice Inviting Tender**

**NIQ No.PD/2/242/ASCAD/Pt.1/2010-11/1143      Dtd. Guwahati, the 20<sup>th</sup> Sept.2010.**

Sealed Tenders affixing court fee stamp worth *Rs 8.25 (Rupees eight and paisa twenty)* only are invited for procurement of “*Refrigerator*” for delivery in different destination of the State.

The intended manufacturers / Dealers / Firms are requested to participate in the bidding process.

The bid document will be available in the office of the Joint Director, Institute of Vety. Biologicals, Khanapara, Guwahati-22 on payement of *Rs 200.00 (Rupees two hundred)* only in cash from 20/9/2010 to 11/10/2010 up to 1400 Hours IST. The bid will be received upto 1430 Hours IST on 11/10/2010 and will be opened on the same day at 1430 Hours IST. In the event of specified date for submission of bids are being declared a holiday for purchaser, the bid will be received up to the appointed time on next working day and will be opened at the appointed times and location on the same day.

Interested bidder may visit website <http://assam.gov.in/departments/index.asp> under the Animal Husbandry & Veterinary Department.

Director,  
Animal Husbandry & Veterinary Deptt.  
Assam, Chenikuthi, Guwahati-3.



GOVT. OF ASSAM

JOINT DIRECTOR  
INSTITUTE OF VETERINARY BIOLOGICALS  
ANIMAL HUSBANDRY AND VETERINARY DEPARTMENT  
ASSAM: GUWAHATI:22

**PROCUREMENT OF REFRIGERATOR UNDER ASCAD  
SCHEME**

NIQ No.PD/2/242/ASCAD/Pt.1/2010-11/1143      Dtd.20<sup>th</sup> Sept.2010.

To

M/S. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTICE INVITING TENDER FOR SUPPLY OF REFRIGERATOR UNDER  
ASCAD SCHEME**

Dear Sirs,

Sub: **NOTICE INVITING TENDER FOR SUPPLY OF REFRIGERATOR UNDER  
ASCAD SCHEME**

1. The Director of A. H. & Veterinary Department, Assam have received a sanction for the implementation of ASCAD Scheme.
2. Eligible and interested Company/ Firm/ Individuals are invited to participate in the Tender process by collecting Bid document from the office of the Joint Director, Institute of Veterinary Biologicals; A. H. & Veterinary Department, Assam, Khanapara; Guwahati-22 during office hours from **20/09/2010** to **11/10/2010** by paying Rs.200.00 (Rupees Two hundred only) in cash up to 14.00 hour (IST) of **11/10/2010** and will be opened on the same date at 14.30 hours (IST) in presence of attending tenderers or their authorized representatives. In the event of the specified date for the submission of bids being declared a holiday for the purchaser, the bids will be received up to the appointed time on the next working day and will be opened at the appointed time and location on the same day.

**3.Particulars:**

SL.No.	Description of goods	Specification	Quantity(Nos.)	Estimated unit cost
1	Refrigerator (Double Door)	Capacity 200 to 250 Ltrs., Chest built stabilizer; Frost free; Colour-optional; With Lock &Key	200 Nos.	Rs.16,000.00

**The name of destination and consignee**

Sl.No	Name of Districts	Quantity (Nos)	Name of consignee
1.	Kamrup	14	Dist. A.H. &Vety. Officer.
2.	Nalbari	5	Do
3.	Barpeta	15	Do
4.	Bongaigaon	10	Do
5.	Kokrajhar	12	Do
6.	Dhubri	8	Do
7.	Goalpara	10	Do
8.	Chirang	6	Do
9.	Baska	8	Do
10.	Darang	8	Do
11.	Udalguri	5	Do
12.	Sonitpur	6	Do
13.	North Lakhimpur	7	Do
14.	Dhemaji	7	Do
15.	Nagaon	10	Do
16.	Golaghat	9	Do
17.	Jorhat	12	Do
18.	Sibsagar	8	Do
19.	Tinsukia	7	Do
20.	Dibrugarh	7	Do
21.	Karbi along	4	Do
22.	North Cachar	7	Do
23.	Morigaon	6	Do
24.	Cachar	3	Do
25.	Karimganj	3	Do
26.	Hailakandi	3	Do

**4.Terms & Conditions:**

- 4.1 The goods should be delivered at FOR sites at the cost of the bidder.
- 4.2 The checking committee in the districts will certify the goods delivered whether conform with the Specification quoted in the bid by the successful bidder
- 4.3 Disposal of the rejected goods shall be exclusively at the risk of the bidder.
- 4.4 Any loss or damage of goods till selection shall be sole responsibility of the bidder.
- 4.5 Decision of the checking committee shall be final and binding on supplier/ bidder. Date of delivery schedule prescribed shall be deemed to be the essence of the contract.

- 4.6 The purchaser reserve the right to select the as per specification and terms and condition from one or more participant bidder

**5. Bid Price / Contract Price:**

- 5.1 **Bidders must have to quote for all 26( Twenty six) districts , Different price for different district will be considered as Non –responsive.**
- 5.2 Corrections, if any, shall be made by crossing out, initialing, dating and re-writing failing which the quotation shall be treated as non-responsive at the discretion of the purchaser Joint Director, Institute of Veterinary Biologicals; A. H. & Veterinary Department, Assam, Khanapara; Guwahati-22
- 5.3 If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail. If the supplier does not accept the correction of errors, its bid will be rejected and its bid security may be forfeited.
- 5.4 All duties, taxes and other levies paid or payable by the supplier (bidder) under the contract shall be included in the total price.
- 5.5 The price quoted by the bidder shall include transportation, Transit insurance, loading-unloading and other incidental charges for delivery at final destination / place of delivery.
- 5.6 The contract price/prices payable to the supplier except taxes, duties and levies, as will be stated in the contract shall be fixed and firm and not subject to adjustment / variation during the performance of the contract.
- 5.7 The Prices should be quoted in *Indian Rupees* only.

**6. Bid Security (Earnest Money):**

- 6.1 The bidder shall enclose **bid security @2% OR 1% for S.C./ST** of their total quoted price in the form of a Bankers cheque/call deposit/term deposit/demand draft/NSC/KVP or a bank guarantee from a nationalized/scheduled commercial bank located in India in favour of **Director, A.H. & Veterinary Department; Assam; Chenikuthi; Guwahati-3**
- 6.2 The purchaser shall reject the bids that not accompanied by the aforesaid bid security.
- 6.3 The bid security of the successful/ unsuccessful bidders shall be released immediately after signing of the contract agreement (in the court fee stamp of Rs.20.00 only) between the successful bidder and the purchaser .

**7. Validity of Bid:**

Quotation shall remain valid for a period six (6) months after the deadline date specified for submission of bid or beyond any period of extension subsequently requested by the purchaser. Purchaser shall reject a bid as non-responsive for shorter period of bid validity.

**8. Evaluation of Bid:**

**Evaluation will be done on quoted aggregate contract price.**

- 8.2 The purchaser will evaluate and compare the quotations/bids determined to be substantially responsive i.e. which are:
- (a) complete in all respect,
  - (b) purchased bid document properly signed and sealed by the supplier/bidder on all pages of the purchased bid and to be accompanied with the price schedule,
  - (c) conform to specifications as well as terms and conditions,

(d) enclosed by all required documentary evidences with seal & signature of the supplier/bidder and

(e) satisfy the qualification criteria.

- 8.3 The purchaser at his discretion may call for any clarification(s) / document(s) from any or all the bidders during the process of evaluation of the quotations.
- 8.4 . **Quoting partial quantity or for selected destination will be treated as non-responsive.**
- 8.5 To facilitate prompt evaluation, the bidder shall quote rate as per Format of **Quotation/Price Schedule attached.**
- 8.6 The mandatory Govt. Sale Tax/VAT payable shall be indicated separately for the goods in the prescribed format **Quotation/Price Schedule** (. These will however not be considered for evaluation.)
- 8.7 In case, supplier/bidder fails any of the above conditions, the purchaser has reserve the right to terminate order and forfeit the security amount without assigning any reason and can award order for the remaining/all to any responsive bidder finalized by the committee.

## **9. Delivery Period:**

- 9.1 Delivery of the goods shall have to be completed by the supplier strictly **within 30 (thirty) days** to the respective schedule of delivery site from the date of receipt of the supply order. Quotations not conforming to this provision may be rejected at the discretion of the purchaser.
- 9.2 Penalty of Rs.200.00 (Rupees two hundred) only per day shall be imposed in case of failure to deliver the goods on time and shall be calculated from the last date of delivery period (day). Quotations not conforming to this provision may be rejected at the discretion of the purchaser.
- 9.3 The amount of penalty shall be recovered from the bid security submitted by the bidder
- 9.4 Exemption: The supplier shall not be liable for failure to perform any of its obligations under or arising out of this contract if such failure results from any force majeure, fire, storm, earthquake, explosion, accident, strikes, lockout, industrial dispute, labour trouble, transportation embargo or the existence of any state of emergency, war or war-like condition, civil commotion, riot or imposition of sanctions and/or any measures taken by the government whatsoever which renders it impossible or impracticable for supplier's liability to perform obligation under this contract.

## **10. Award of contract:**

- 10.1 Purchaser shall award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quoted aggregate contract price .
- 10.2 Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations
- 10.3 The purchaser shall notify the award of contract prior to expiration of the bid validity period to the bidder whose quotation/ bid has been determined to be substantially responsive.
- 10.4 The purchaser is not bound to accept the lowest rate quoted by the bidder. The terms of the accepted offer shall be incorporated in the award of contract.
- 10.5 The purchaser reserves the right at the time of contract award/order of supply to increase or decrease by up to 15 percent (%) of the total numbers and services originally specifies in the schedule of requirements without any change in unit price or other terms and conditions under this contract.
- 10.6 The decision of the Director, A.H. & Veterinary Department, Assam, Chenikuthi, Guwahati-3 shall be final in case of any dispute.

## 11. Performance Security & Contract Agreement

Within 10 (ten) days after receipt of the notification of award, the successful bidder shall furnish performance security for due performance of the contract for the goods in the form of either a NSC/a certified cheque/a call deposit or a demand draft from a nationalized/scheduled commercial Bank located in India separately *in favour of Director, A. H. & Veterinary Deptt., Assam, Guwahati-3* The amount of performance Security to be **equivalent to 5% of the contract price** (excluding tax) and which shall be valid for 12 (twelve) months from the date of supply of the goods. The performance security will be released 2(two)months beyond the Guarantee/Warantee period.

## 12. Payment:

- 12.1 Payment shall be made on satisfactory delivery of the goods by the supplier and acceptance of the consignment by the district level checking committee.
- 12.2 The payment shall be made against supplier's invoice (in triplicate) with challan showing the contract number, name of the item, quantity, unit price, total amount and taxes,
- 12.3 The remittance of amount deducted on taxes at source of payment, the purchaser shall make issuance of certificate for such deduction.
- 12.4 All payments shall be made in *Indian Rupees* only.

## 13. Qualification Criteria:

- 13.1 Preferences will be given to the Manufacturer/Dealer/or Firm having manufacturer authorization certificate.
- 13.2 The bidder should enclose the following document with the bid:
  - a. Attested copies of up-to-date ST (VAT) and IT (PAN) clearance.
  - b. Purchased bidding document, format of tender and bid form etc. should be complete in all respect, properly signed and sealed on all pages by the bidder.

## 14. Opening:

- 14.1 The tenders shall be received up to 14.00 hours (IST) of 11.10.2010 and opened at 14.30 hours (IST) on same day in the office of the Joint Director, Institute of Veterinary Biologicals; A. H. & Veterinary Department, Assam, Khanapara; Guwahati-22
- 14.2 The bidder or his authorized representative may attend the bid opening process. Except bidder's name and quoted price no other details shall be announced during bid opening process.
- 14.3 In the event of the specified date for the submission of bid/quotation being declared a holiday for the purchaser, the bids/ quotation will be received up to the appointed time on the next working day and will be opened at the appointed time and location on the same day.
- 14.4 Each bidder shall submit only one tender.
- 14.5 **The NIT/NIQ number and name of the item should be written visibly on the top of the sealed bid/quotation**

## **15.preperation of bid**

- 15.1. DULY FILLED IN PRESCRIBED 'BID FORM' IN A PLAIN PAPER OR IN THE LETTER PAD OF BIDDERS.**
- 15.2 DULY FILLED IN PRESCRIBED' PRICE SCHEDULE'**
- 15.3 REQUISIT AMOUNT OF EARNEST MONEY IN THE FORM OF AS clause6 of bid document**
- 15.4 DULY SIGNED COPY OF BID DOCUMENT**
- 15.5 ALL 4 (FOUR) ABOVE ITEMS TO BE SEALED IN A COVER SUPERSCRIBING PARTICULARS OF BIDDING PROCESS. The NIT/NIQ number and name of the item should be written visibly on the top of the sealed bid/quotation ADDRESSING TO THE DIRECTOR,A.H. & VETERINARY DEPARTMENT;ASSAM CHENIKUTHI;GUWAHATI-3**

**You are requested to provide your offer latest by 14.00 hours (IST) on -----**

We look forward to receiving your quotations and thank you for your interest in this project.

Director,A.H.&Veterinary Deptt.  
Assam Chenikuthi;Guwahati-3

Jt.Director,A.H.&Veterinary Deptt  
Institute of Veterinary Biologicals

**PRICE SCHEDULE**

	Name of the goods	Specifications	Qty. (Nos.)	Quoted Unit Rate including FOR destination Delivery (in Rs.)	Contract Price (in Rs.)  (4x5)	Tax on contract price (VAT)	Total Amount In each line.(district)  (6+7)
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<b><u>1</u></b>	<b><u>Refrigerator</u></b>		<b><u>200 No.</u></b>				
<b>AGREEGATE</b>							

AGREEGATE CONTRACT PRICE IN Rs. ....

AGREEGATE CONTRACT PRICE IN WORDS  
(.Rupees.....)

**We agree to supply** the above goods in accordance with the technical specifications for a agreegate contract price (excluding taxes) of Rs. .... (amount in figures ) (Rs. .... amount in words) within the period specified in the Invitation for Quotations for **full quantity to all the destinations as mentioned in the bid document..**

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Date:

**Signature & Seal of Supplier**

**BID FORM**

TO: The Director ,Animal Husbandry & Veterinary Department,  
Assam Guwahati-3

Sir,

Having examined the Bidding Documents including NIQ No.PD/2/242/ASCAD/Pt.1/2010-11/1143 Dtd.20<sup>th</sup> Sept.2010], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver ‘Refrigerator’) in conformity with the said bidding documents for the sum of Rs.....(Rupees.....) only. (Agreegate Contract price in words and figures) or such other sums as may be ascertained in accordance with the Format of’ price schedule’ attached herewith and made part of this bid.

We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our bid is accepted, we will obtain the performance security in a sum equivalent to ....5%..... percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this bid for the Bid validity period specified in the Bid and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

<u>Amount</u>	<u>Rupees</u>	
Name and Address of agent		Purpose of Commission or gratuity

(if not applicable, state “not applicable”).

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of Corruption Act 1988”.

We understand that you are not bound to accept the lowest or any bid you may receive.

We clarify/confirm that we comply with the eligibility requirements of the bidding documents.

Dated this ..... day of ..... 20 .....

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(in the capacity of)

Duly authorized to sign Bid for and on behalf of