

**OFFICE OF THE PROJECT DIRECTOR  
ASSAM STATE AIDS CONTROL SOCIETY  
KHANAPARA: GUWAHATI-22**

No. ASACS/NACP-IV/Proc/REAGENT/2014/747/Pt/39

Dated: 24/07/2017

**NOTICE INVITING TENDER**

Sealed quotation in two-bid system affixing non-refundable court fees Stamp of Rs. 8.25 (Rupees eight and paise twenty five) only are invited from the reputed manufacturers /Authorized Dealers /authorized distributors, for supply of Medical Reagents in Assam State AIDS Control Society, Khanapara, Guwahati-22 under rate contract. The quotation must reach the undersigned on or before **17/08/2017** up to **1:30 P.M.** after which no quotation will be accepted. The quotation will be opened on the same day at **2:00 P.M.** in presence of the bidders or their authorized representatives, if any. No Complaint will be entertained and considered on the plea of postal delay or otherwise and also no correspondence will be made or entertained regarding non-compliance of any terms and conditions and submission of documents along with the quotations as required. An EMD @ 2% of the cost of quoted items is required to submit along with the tender. Submission of samples of quoted items is a must. The tender is valid for 90 (Ninety) days. Quantum of items is tentative and may be increased or decreased depending on requirement and subject to the availability of fund.

**Items with specifications**

Sl. No.	Items with Specifications	Yearly Requirement
1	Anti Sera 'A' Monoclonal IgM, 10 ml	2250 vials
2	Anti Sera 'B' Monoclonal IgM, 10 ml	2250 vials
3	Anti Sera 'D' Monoclonal IgM, 10 ml	1500 vials
4	Anti Sera 'AB' Monoclonal IgM, 10 ml	1500 vials
5	Bovine Serum Albumin- 5ml	1000 vials

**1. TECHNICAL BID "COVER 'A'"**

The bidder shall furnish along with the bid, the following, in a separate cover, hereinafter called **Cover 'A'**

- a) All bids must be accompanied with **EARNEST MONEY DEPOSIT @ 2%** of the cost of quoted items in the form of Demand Draft/Bankers Cheque in favour of the Project Director, Assam State AIDS Control Society, payable at Guwahati. EMD of the successful bidder shall be retained till completion of the contract but shall not carry any interest. In case the successful bidder fails to execute the contract and/ or withdraws the bid within the validity period of the bid, the EMD shall be forfeited. The EMD of the unsuccessful bidders will be returned after finalization of the tender.
- b) Copy of valid manufacturing license, where applicable.
- c) Annual Turn Over Statement along with income tax acknowledgement receipt for last 3 financial years i.e. 2013 – 2014, 2014 – 2015, 2015 – 2016 certified by the Auditor / Chartered Accountant.
- d) Authorization like Power of Attorney or Resolution of the Board for the officer of the company who has signed the tender document and the bid.

- e) GST Registration Certificate.
- f) Up to date Trade License.
- g) PAN Card and Bank A/C.
- h) Up to date valid Drug License.
- i) Manufacturer's Authorization Letter.
- j) ISO/ WHO GMP or other quality assurance certificate from competent authority.
- k) Quality Assurance Test report of the quoted batch conducted by NRL.
- l) The bidder is required to submit two sets of sealed sample of each batch. The samples may be sent for External Quality Assurance for further confirmation. Price bid will be open for only those samples which qualified in the said test.

All the above documents mentioned shall be submitted in separate sealed cover super scribed as "COVER 'A', "TENDER FOR SUPPLY OF MEDICAL REAGENTS TO ASSAM SACS, (TENDER No. ASACS/NACP-IV/Proc/REAGENT/2014/747/Pt/39; Dated: 24.07.2017) & ADDRESSED TO "THE PROJECT DIRECTOR, ASSAM STATE AIDS CONTROL SOCIETY, KHANAPARA, GUWAHATI – 22".

## **2. PRICE BID "COVER 'B'"**

- a) Bidder should submit the quotation as per below mentioned format. Correction, if any, shall be made by crossing out, initialing, dating and rewriting failing which the bid shall be considered ineligible for evaluation.
- b) The All duties, taxes and other levies payable by the bidder under the contract shall be included in the total price. The rate quoted per unit shall be the landed cost inclusive of packing, forwarding, Excise Duty, Sales Tax / VAT, Freight, Insurance, showing the break – up of cost for taxes and duties.
- c) Each page of the price bid shall be duly signed by the bidder with official seal.
- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to change/ modification on any account.
- e) The prices shall be quoted in Indian Rupee only.

The Price Bid should be submitted in a separate sealed cover super scribed as "COVER 'B', SUPPLY OF MEDICAL REAGENTS TO ASSAM SACS, (TENDER No. ASACS/NACP-IV/Proc/REAGENT/2014/747/Pt/39; Dated: 24.07.2017) & ADDRESSED TO "THE PROJECT DIRECTOR, ASSAM STATE AIDS CONTROL SOCIETY, KHANAPARA, GUWAHATI – 22".

- 3. The Cover 'A' and Cover 'B' shall be separately sealed and both the covers shall be put in another sealed cover super scribed as "TENDER FOR SUPPLY OF MEDICAL REAGENTS TO ASSAM SACS (TENDER No. ASACS/NACP-IV/Proc/REAGENT/2014/747/Pt/39; Dated: 24.07.2017) & ADDRESSED TO "THE PROJECT DIRECTOR, ASSAM STATE AIDS CONTROL SOCIETY, KHANAPARA, GUWAHATI – 22".**
- 4. Cover 'A' i.e. Technical-Bid shall be opened at the office of the purchaser intimated earlier, on the date and time specified in presence of the intending bidders or their authorized representatives.**

5. Cover 'B' i.e. the Price- Bid of the bidders who meet the eligibility criteria and samples qualified in the external quality assurance test, evaluated based on the details furnished in Cover 'A' shall only be opened and the date and time of opening of Cover 'B' shall be intimated to the eligible / short listed bidders.

6. **VALIDITY OF QUOTATION**

Quotation shall remain valid for a period of 90 (Ninety) days after the deadline date specified for submission of quotations.

**VALIDITY OF RATE**

The rate will be valid for 1 (one) year from the date of finalization of the tender. The validity of rates may further be extended for further 2(two) years with mutual consent. However, the Tendering Authority reserves the right to reduce/ cancel the validity period.

7. **PERFORMANCE SECURITY DEPOSIT:**

Performance Security Deposit @ 4% of the order value will be deducted from the bill at the time of payment. The Performance Security Deposit shall be released on completion of the validity of the tender. However, if the supplied materials get consumed earlier than this stipulated period, the Security Deposit will be released immediately.

8. **ANNULMENT OF AWARD, FORFEITURE OF SECURITY DEPOSIT & FRESH AWARD**

Failure of the successful bidder to comply with the requirements shall constitute sufficient grounds for annulment of the award and forfeiture of the bid security.

Under such situation, the proposal may be reviewed for award of the contract on the next lowest evaluated technically qualified bidder or go for a fresh bid depending on the circumstance.

9. **DELAY IN DELIVERY**

- a) In case there is delay in delivery beyond the stipulated period, there shall be reduction in price @ 0.5% of the value of delayed goods per week of delay or part thereof subject to a maximum of 10% of the total order value.
- b) Once the maximum price reduction is reached, termination of the contract may be considered.
- c) Non-performance of the contract provisions shall make the successful bidder liable to be disqualified to participate in any tender for the next 5 years, in addition to forfeiture of EMD and other penal provisions.

10. **EVALUATION OF QUOTATIONS**

The bidder to quote the lowest rate (L1) may not be the successful bidder if he fails to fulfill the technical/ specifications criteria. Bidder(s) to fulfill all technical/ specifications and sample criteria shall only be recommended for Price Bid Evaluation. **Each item will be evaluated separately considering the prices and firm.**

11. **AWARDS OF CONTRACT**

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who will be qualified to be the lowest evaluated bidder. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation and

to cancel the bidding process and reject all quotations at any time prior to the award of the contract. The bidder whose bid is accepted will be notified of the award of the contract by the purchaser prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

12. Project Director, Assam State AIDS Control Society, reserves the right to accept or reject any or whole of the Tender without assigning any reason there of and does not bind himself to accept the lowest or any other rates. The decision of the Project Director, Assam State AIDS Control Society, will be binding and final in all cases.

**13. PAYMENT TERMS:**

No advance payment shall be made. The paying authority on production of the following documents shall make payment:-

- a. The Challan Copy.
- b. Invoice in triplicate.
- c. On receipt of the above documents the paying authority shall make payment to the supplier after deduction of Performance Security Deposit amount @ 4% of the order value.

Sd/-  
**Project Director**  
**Assam State AIDS Control Society**  
**Khanapara, Guwahati-22**

TeleFax. 0361-2360524

**Format of Price Bid**

Sl. No	Item with Specifications	Mfg/ Brand	Rate	Taxes	Rate in INR (Including all Taxes)

Sd/-  
**Project Director**  
**Assam State AIDS Control Society**  
**Khanapara, Guwahati-22**