

**OFFICE OF THE
DEPUTY DIRECTOR OF VETERINARY SERVICES
DISTRICT- NARAYANPUR (C.G.)**

TENDER FORM

Last Date of submission
Date -18.12.2014 to 5.00 P.M.
Opening Date
Date - 19.12.2014 at 12.00 A.M

MILK VAN

YEAR - 2014 - 2015

**OFFICE OF THE
DEPUTY DIRECTOR OF VETERINARY SERVICES
DISTRICT- NARAYANPUR (C.G.)**

TENDER DOCUMENT

**FOR SUPPLY OF MILK VAN
FOR YEAR 2014 - 2015**

-
- Issued to M/s
 - Price of tender document Rupees (500/- Five Hundred only)
 - Price received :.....
 - Receipt No. /Date
-

Signature and designation of issuing officer

.....

**Deputy Director Veterinary Services
District - Narayanpur (Chhattisgarh)**

TABLE OF CONTENTS

Check list	4
SECTION A: TENDER SUPPLY LETTER.....	5
SECTION B: TENDER NOTICE.....	6
SECTION C: INFORMATION AND INSTRUCTIONS FOR BIDDERS	7-9
Submission of Proposal	
Validity of Proposal.....	
Language and Currency of Proposal	
Tendering Cost	
Risk of Proposal Rejection	
Changes in Tender Document	
Tender Evaluation	
Right to Reject/Accept any of all Bids.....	
Penalty Clause	
Mode of Submission of Proposals.....	
Right to Black List Defaulting Contractors	
Authorized Signature.....	
SECTION D: TENDER TERMS AND CONDITIONS	10-14
SECTION E: TECHNICAL PROPOSAL AND CONTENT	14
SECTION F: FINANCIAL PROPOSAL AND CONTENT.....	16
ANNEXURE 1: FORMAT FOR FINANCIAL BID AND LIST OF MEDICINES	18
ANNEXURE 2: FORMAT FOR FINANCIAL BID.....	199
SPECIMEN 1: COVERING LETTER	20
SPECIMEN 2: GENERAL INFORMATION ABOUT BIDDERS	21
SPECIMEN 3: AGREEMENT BOND (NON JUDICIAL STAMP PAPER OF Rs 50/-, SIGNED AND NOTARIZED)	22
SPECIMEN 4: MANUFACTURING AND MARKETING CERTIFICATE	23
SPECIMEN 5: PERFORMANCE STATEMENT IN AN AFFIDAVIT BEFORE THE EXECUTIVE MAGISTRATE/PUBLIC NOTARY EXECUTED ON A NON JUDICIAL STAMP PAPER OF Rs 50/-	24
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/-	26
SPECIMEN 7: DETAILS OF PERSONS WHO ARE WORKING WITH THE MANUFACTURER/CONTRACTOR WHO HAVE RELATIVES OF ANY GAZETTED OFFICERS OF VETERINARY DEPARTMENTS OF CG	26
SPECIMEN 8: DETAILS OF MANUFACTURING UNIT(S) OF THE CONTRACTOR	27
SPECIMEN 9: DECLARATION FOR NOT BEING BLACK LISTED.....	28
ANNEXURE 3: ITEM WISE DESIRED SPECIFICATION	29

CHECK LIST

M/S _____

-

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 nationalized Bank			
2	Duly attested photocopy of Manufacturing License & License for products duly approved by the Licensing authority			
3	Annual turnover of Statement for 3 Year by Sales Tax authorities			
4	Duly attested photocopy of Valid sales Tax Certificates			
5	Tender Form duly signed by authorized person			
6	List of items quoted (Without indication of Prices)			
7	Format of Financial Bid/Price bid and list of items (Annexure-1)			
8	Format for Financial Bid (Annexure-2)			
9	Item wise desired specification(Annexure-3)			
10	Covering letter (Specimen-1)			
11	General information about Bidder (Specimen-2)			
12	Agreement Bond (Specimen-3)			
13	Duly attested photocopy of Market standing certificate issued by the Licensing Authority (Specimen-4)			
14	Performance Statement (Specimen-5)			
15	Acceptances of terms & Conditions (Specimen-6)			
16	Details of persons (Specimen-7)			
17	Details of Manufacturer/Authorized distributor/dealer/supplier (Specimen-8)			
18	Declaration for not being Black listed (Specimen 9)			
19	Financial Bid (Envelop)			

Submission of checklist duly completed is mandatory

Section A: Tender Supply Letter

**Deputy Director Veterinary Services
District - Narayanpur (Chhattisgarh)**

No.....2014-15/Tender/ -----,

Date.....

To,

M/s.....

.....

.....

.....

Subject: - Tender for supply of MILK VAN for year 2014-15

Ref: - Your Letter No Date.....

Please find herewith-enclosed tender form along with agreement bond, terms and condition of tender, list of products.

Last date of Submission of tender **Date and Time - 18.12.2014 UP TO 5.00 PM** and will be opened on the **Date & Time 19.12.2014 AT 12.00 AM**

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

Encl: - ____ Pages only.

**Deputy Director
Veterinary Services
District - Narayanpur
(Chhattisgarh)**

Section B: Tender Notice

Deputy Veterinary Services, District – Narayanpur (C.G.) (herein after referred to as Purchaser) invites sealed tender for the supply of **MILK VAN** from Manufacturer/ Authorized dealer (hereinafter referred to as “Bidder” or “Tenderer”). The Tender form can be obtained from the Purchaser on producing application & payment of Rs. 500/- (Five Hundred) cash or by Bank draft (non refundable) of any scheduled bank in favour **Deputy Veterinary Services, District – Narayanpur (C.G.)** or it can be downloaded from website <http://agridept.cg.gov.in/> and submitted along with the required bank draft of Rs. 500/- 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 **Deputy Veterinary Services, District – Narayanpur (C.G.)** 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	05.11.2014
2	Last Date of Sale of Tender Document	18.12.2014 up to 12 AM
3	Last Date and Time for Submission of Proposals	18.12.2014 up to 5.00 PM
4	Date and Time of Opening of Technical Proposals	19.12.2014 at 12.00 AM
5	Security Deposit	3% of Budgetary Estimate of each quoted items as given in Annexure 1 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 MILK VAN, 2014-15 DUE ON **18.12.2014 AT 5 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 **Deputy Veterinary Services, District – Narayanpur** 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 Tenderer 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 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.

Deputy Director
Veterinary Services
District Narayanpur (C.G.)

Section D: Tender Terms and Conditions

1. SECURITY DEPOSIT

- a. The Security Deposit (SD) should be equal to 3% of the value of budgetary estimate for each item as given in the Annexure 1 forming part of Financial Bid in Section E of the document. SD should only be in the form of Bank Draft from any scheduled bank favouring “**Deputy Veterinary Services, District – Narayanpur (C.G.)**. 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. 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
 - c. The SD shall be returned to all unsuccessful bidders or disqualified bidders via registered post at the address of communication mentioned in the application and if the tenderer want to collect it personally than an authority letter with all the detail of SD amount must be required by the collecting person.
 - d. Security Deposit will be returned to the successful bidder after one month from the date of completion of the supply of **MILK VAN**.
2. The price quoted by the tenderer shall not in any case, exceed the controlled price, if any, fixed by the Central/State Government and the Maximum Retail Price (MRP). The **Deputy Veterinary Services, District – Narayanpur (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 **MILK VAN** at the reduced rate. It will be **mandatory for the tenderer** 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 tenderer 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 tenderer.

- (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 tenderer.
- (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 Tenderer during the terms of the tender.
4. The approved/quoted prices will hold goods till the **One Year** and may be further extended up to three months with the prior approval of **Deputy Veterinary Services, District – Narayanpur (C.G.)** The delivery of goods by the contractor should be **Deputy Veterinary Services, District – Narayanpur (C.G.)** and Chhattisgarh. The cost of packing, forwarding, freight and other charges for effecting delivery at the destinations shall be borne by the tenderer (also referred to as Successful Bidder).
 5. All dues regarding taxes and duties including sales tax commercial tax excise duty, octoroi duties levied on the supply shall be payable by the tenderer himself. The Purchaser on written request shall only grant a certificate of total quantity of supply made.
 6. All losses during transit including the losses due to breakage and shortage, spoilage etc. will have to be borne by the tenderer at his own cost.
 7. 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.
 8. Any amount due to the Government of Chhattisgarh from the tenderer on any account in respect of this tender may be recovered from him as arrears of land revenue.
 9. The purchase orders shall be made in the name of tenderer only. Tenderer will raise Invoice in the name of purchaser and the respective payments shall be made in the name of tenderer /manufacturer only. In case Tenderer wish to supply the items through their distributors or Agent, Prior intimation along with the tender form about such distributor or Agent through which the items will be supplied shall be provided with authorization certificate to the **Deputy Veterinary Services, District – Narayanpur (C.G.)** Chhattisgarh in writing. In such case the authorised distributor or Agent will raise Invoice in the name of purchaser and the respective payments shall be made in the name of the authorised distributor or Agent only

10. 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 **Chief Executive Officer, Jila Panchayat, District- Narayanpur, C.G.** for arbitration and his decision thereon shall be final and binding to all concerned.
11. **Deputy Veterinary Services, District – Narayanpur Chhattisgarh** reserves the right to increase or decrease the approx requirement quantity at the time of order place. The Tenderer will be bound to comply without any claim for the compensation.
12. The specification of the **MILK VAN** to be supplied .
13. Supply being made should be strictly of the same description as prescribed in the purchase order and in the same quantity as per purchase order issued. Any deviation without a prior approval from **Deputy Veterinary Services, District – Narayanpur (C.G.) 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.

14. 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 Tenderer will 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 and tenderer will be responsible to take it back on his own expenses.
- c. The entire supply shall need to be completed within the period mentioned in the Purchase Order or for the period extended by **Deputy Veterinary Services, District – Narayanpur 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.

15. 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 tender, 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 **Deputy Veterinary Services, District – Narayanpur Chhattisgarh** to purchase the **MILK VAN** indented from open market at the risk and cost of the tenderer 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 of issue of order of supply, the amount of security deposit shall be forfeited to the Government of Chhattisgarh and the tender 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 tenderer, he may grant him in writing, extension of time which will not exceed **60 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.
16. The **MILK VAN** shall be supplied in the packaging specifications as provided in Annexure 1.
 17. The Invoice/Billing shall be done in the name of “**Deputy Veterinary Services, District – Narayanpur, Chhattisgarh**”
 18. The Information with respect to Manufacturer/Supplier's 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.
 19. In the event of breach of any of the above terms & conditions of the tender by the tenderer, 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 tenderer by the Government or otherwise however.
 20. **If Manufacturer bidding those product which he has not manufacture but marketing those product manufacturing in loan license by another manufacturer then a marketing agreement between bidder and licenses holder manufacturer must be submitted also Good Manufacturing Practice certificate & Non-Conviction certificate of that particular loan license will be required.**

Name and Signature of Authorized Signatory

(Note: Proprietor/Partner of Firm/Director of Company will sign the letter)

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 (**Specimen 3**)
4. Security Deposit and Physical Security Deposit in the manner provided elsewhere in the document.
5. Duly attested photocopy of **Manufacturing License** for the products approved by the Licensing authority must be enclosed for each and every product quoted in the tender. The license must have been 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. If *the manufacturer* is bidder then he has to produce manufacturing license of their own and if the bidder is *authorized distributor/dealer /supplier* then he has to produce manufacturing license of the manufacturer whom the products are quoted.
6. Manufacturer/ Authorized distributor/dealer/supplier, whoever is bidding, should have minimum average annual turnover of **Rs. Fifty Lac** during the last three financial years. The duly attested copy of Certificate of annual turnover should be issued by Chartered Accountant (CA) and should be supported by Audit Report and Audited Financial statements for last three years i.e. 2011-12 2012-13 and 2013-14. In case Audit of 2013-14 is pending, provisional financial statements with scanned copy of turnover certificate from the Chartered Accountant must be submitted.
7. Duly attested photocopy of **Market Standing Certificate** issued by the Licensing Authority, as a Manufacturer with at least two years continuous manufacturing License i.e. **2012-2013 and 2013-2014** in respect of items covered by Drugs and Cosmetics act, 1940 and rules there under for each drug quoted. If the **manufacturer** is bidder then he has to produce Market Standing Certificate of their own and if the bidder is *authorized distributor/dealer /supplier* then he has to produce Market Standing Certificate of both i.e. their own and of the manufacturer whom the products are quoted.
8. Manufacturer/ Authorized distributor/dealer/supplier, whoever is bidding has submitted duly attested photocopy of valid sales Tax registration certificates issued by concerned Authorities.
9. Acceptance of Terms and Conditions (**Specimen 4**)
10. Details of personnel working with the manufacturer/authorized dealer/supplier and have relatives as gazetted officer in veterinary department (**Specimen 5**)

- 11.If the organization is registered under SSI/ State Gov Undertaking Unit, upload Duly attested copy of registration
- 12.Incorporation Certificate of the Organization (Incase of Non Proprietary firm)
- 13.Performance Statement in an affidavit executed before Executive Magistrate/Public Notary (*mandatory*).
- 14.Details of the Manufacturer/ Authorized distributors/dealer/suppliers. (**Specimen 6**).
- 15.Duly attested Authorization Certificate in case Manufacturers wish to supply the items through their Authorized distributors/dealer/suppliers.
16. Duly attested Authorization certificate issued by manufacturer of item, if Authorized distributor/dealer/supplier is submitting tender.
- 17.Declaration for not being black listed (**Specimen 7**).
- 18.Details of the Manufacturing Unit (**Specimen 8**).
- 19.Duly complete checklist is *mandatory*.

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 **MILK VAN** should be placed in different envelopes clearly marked “Financial Proposal (Category **MILK VAN** as indicated above)”. Each Financial Proposal be submitted with the covering page as below –

To,

The Deputy Director of Veterinary services
Distt - Narayanpur, (CG)

Subject: Financial Proposal for Supply of **MILK VAN** to the office of Deputy Director of Veterinary Services, Distt- Narayanpur Chhattisgarh

Dear Sir,

I/We _____ (name of the Organization) are pleased to submit our financial proposal for the supply of **MILK VAN** in accordance with our technical proposal and as per request in Annexure 2 of the tender form dated _____

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

SNo	Category MILK VAN	Amount in Figures (Rs) (total for all MILK VAN) (inclusive of all taxes, freight and Insurance)	Amount in Words (total for all MILK VAN)(inclusive of all taxes, freight and Insurance)
1	MILK VAN SS as per format and list attached in Annexure 2 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 Annexure 1: Format for Financial Bid/Price bid and List of Items

(In Rs.)

Provided by Purchaser						To be filled by bidder
S.No.	Name of/ item	Packing	Approx. requirement	Approx Value	S.D Amount	Unit price inclusive of all taxes, charges
1	2	5	6		7	8
1	MILK VAN		4	17.00 LAKH	0.51 LAKH	

Desired specification of items are given in Annexure 3

Annexure 2: Format for Financial Bid
Price schedule of items quoted -

S No .	Name of ITEMS	Packin g	SD amo unt	Basic Price inclusive of incidental services	Total landed unit price/ price quoted (As in annexure 1)	MRP (In Rs)
1	2	3	4	7	14	15

Desired specification of items are given in Annexure 3

Annexure 3: Item wise desired specifications

SPECIFICATION STANDARD LIST OF EQUIPMENTS

S.No.	Specification
1	<p>MILK VAN</p> <p>Engine Type Naturally aspirated, Indirect injection, Water cooled diesel Power -(HP @ rpm) 26 @ 3600-(HP @ rpm) 70@ 4000 Torque (Nm @ rpm) 55 @ 1800-(Nm @ rpm) 145 @ 2200 No. of cylinders Two Engine capacity (cc) 702- (cc) 909</p> <p>Driveline Clutch Single plate, Dry Gearbox (4 forward gears), Sliding mesh (reverse gear)</p> <p>Steering Type Mechanical/power assisted hydraulic rack& pinion</p> <p>Suspension Front Parabolic Leaf spring suspension with hydraulic double acting shock absorber Rear Parabolic Leaf spring suspension with hydraulic double acting shock Absorber</p> <p>Brakes Front Disc Rear Drum</p> <p>Tyres Size 165 R14 LT 8 PR Radial</p> <p>Fuel Tank Fuel Tank capacity 30 Litres-35 Litres</p> <p>Dimensions Length (mm) 3800-4340 Width (mm) 1500-1540 Height (mm) 1800-1950 Wheelbase (mm) 1950-2100 Internal Length (mm)2000- 2200 Internal Width (mm)1000- 1220 Internal Height (mm) 1000-1326 Min Ground clearance (mm) 145-160 Front Track (mm) 1300 Rear Track (mm) 1320 Turning circle radius (m) 4.3</p> <p>Weights payload (Kg) 800-1000 Gross Vehicle Weight (GVW) (kg) 2250-1800</p> <p>Seats Seating capacity driver+1</p>

Specimen1: Covering Letter

Dated:

To,

Deputy Director of Veterinary Services,
Distt Narayanpur, Chhattisgarh

Subject: Technical and Financial Proposal for Supply of LAKH for the year 2014-15 to the office of Deputy Director of Veterinary Services, Distt-Narayanpur, 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 Envelope 1 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. PAN 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 Tenderer
With seal

Specimen 3: Agreement Bond (Non Judicial Stamp Paper of Rs 50/- Signed and Notarized)

AGREEMENT BOND

I/We hereby tender for the supply of MILK VAN to the Government of Chhattisgarh acting through the Deputy Director of Veterinary Services, Distt. Narayanpur - Chhattisgarh, (hereinafter called purchaser) for supply of Veterinary MILK VAN 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 tender 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 tender dated this day _____ of _____ 2014, 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 Tenderer
(Name & Seal.....)

The above tender is hereby accepted by me on behalf of Government of Chhattisgarh,
Dated2014.

**Deputy Director of Veterinary
Services, Dist Narayanpur
Chhattisgarh**

Specimen 4: Manufacturing and Marketing Certificate

This is to certify that M/s _____ are holding valid manufacturing license 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 Strength	Specification
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)
(2012-2013 & 2013-2014)**

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 MILK TESTING LABORATORY EQUIPMENT 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,
Deputy Director of Veterinary Services,
Distt. - Narayanpur , 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/Tenderer 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 tenderer and are near relations of any Gazetted officers of Vet. Departments in C.G.

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

Signature of Tenderer

Specimen 8: Details of Manufacturer/Authorized distributor/dealer/supplier

For Manufacturer -

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 2013-14

S.No.	Name of item	Installed Production Capacity	Actual Production for the year 2013-14

*The details of manufacturing unit shall be for the premises where items quoted are actually manufactured (Location of the factory).

Name & Signature of the Authorized Signatory

For authorized distributor/dealer/supplier -

Name of Authorized distributor/ dealer/ supplier, Full address, Phone Nos., Fax nos, Email -----

Name of companies for which the bidder is Authorized distributor/ dealer/ supplier (attach letter of authorization)-----

Name of Manufacturer, Full address*,Phone Nos., Fax nos, Email.....

*The details of manufacturing unit shall be for the premises where items quoted are actually manufactured (Location of the factory).

Name & Signature of the Authorized Signatory

Specimen 9: Declaration for not being Black listed

I/We, M/s-----declare that we are not being blacklisted by any State including Chhattisgarh during last 5 years.

Name & Signature of the Authorized Signatory