

Tendering Procedure.

It will be a two stage tendering. The technical tenders and financial/commercial tenders will have to be submitted AS PER E -TENDERING PROCEDURE.

The Technical Bids should contained detail information on the following: -

- Nature of Ownership.
- Composition of the Firm.
- Bankers Name & Address.
- GST No.
- PAN/TAN No.
- Tax clearance.
- Whether Manufacturer/Sole Selling Agent/Distributor/Authorized Dealer.
- Experience in line.
- Capability/Capacity to service the requirement.
- Details of relevant infrastructure.
- Arrangements of after sale service.
- List of Clients.
- Quality Assurance/Monitoring system followed.

Certificates where needed should be attached duly attested.

Financial/Commercial Bids.

Financial Bid should contain the price quoted per unit. The following information should be clearly given in the Financial Bid:-

- Price per Unit.
- Place of Delivery.
- Status of Taxation/Duties etc.
- Lead time/Delivery Period.
- Packing & forwarding.
- Mode of Transportation.
- Payment condition.
- Warranty/Guarantee.
- Validity of Offer.
- Acceptance of Terms of N.I.T.
- Details of Earnest money attached.

Financial Bids will be opened only of those tenderers, who qualify and are found suitable during the processing of Technical Bids.

Specification for the purchase of Veterinary Medicine and Surgical Goods.

e-tender Notice No. 4/2022-23

Sr. No.	Description of stores	Packing	Quantity
A	Liquid Group		
1.	Turpentine Oil I.P	5 Litres Solid Drum	4500
2.	Povidone Iodine Ointment I.P 5% W/w	250gm	9000
3.	Povidone Iodine I.P 10% W/v(Solution)	500ml	4500
4.	Cypermethrin Hi-Cis 10% w/v	1Ltr Bottle	9000
B	Injection Group		
1.	Each ml contains:Atropine Sulphate I.P.0.6mg	30 ml vial	22500
2.	Each ml contais: Ivermectin 10 mg	10 ml vial	22500
3.	Each ml contains:Chlorpheniramine maleate I.P 10 mg.	100ml	22500
4.	Each ml contains:Oxytertracycline Dihydrate 100 mg	30 ml vial	22500
5.	Each ml contains :Meloxicam 5mg Paracetamol 150 mg	30 ml	22500
6.	Each ml contains: Thiamine hydrochloride I.P 10mg ,riboflavin I.P 3mg, niacinmide 100mg,vitB12 cyancoblamine 10mcg, liverextract crudehaving vitB12 activity eq. 2 mcg, phenol I.P as preservative	10 ml	22500
C	Powder Group		
1.	Potassium Parmegnate I.P.	500gm.	9000
2.	Kaolin light I.P	1 kg polythene pack	22500
3.	Soda bi-carb IP	5 kg pack	9000
4.	Magnesium Sulphate IP	10 kg Pack	4500
D	Bolus Group		
1.	Each Bolus Contains :-Oxfendazole I.P.Vet 2200 mg	One Bolus strip	90000
2.	Each Tablet Contains : Ivermectin 20 mg.	Strip of 4bolus/Tab	90000
3.	Morantel Citrate 118.8 mg (each tab.Contains morentel citrate eq.to Morentel base 118.8mg)	Strip of 10 tabs	72000

Sr. No	Surgical Goods:/Misallaneons		
1.	Cotton (Absorbent Cotton Wool I.P)	500gm	22500
2.	Bandages: Size Breadth 6”length 5mtr. (Cut Bandages 10cm x5mtr /as per schedule F-11 of drug and cosmetic Act 1940 and rules 1945 with latest amendments)	1 Dozen	22500

NOTE : Sample of each Medicine/ items along with test report of NABL LAB to be submitted to Deputy Director, Animal Husbandry, Veterinary Medical Store, Jalandhar before the closing date of e-tender and receipt of the same to be enclosed along with e-tender.

NIT-Terms & Conditions

1. Tender should be quoted by Manufacturer/Marketing Firm / Authorized Agent assigned for Animal Husbandry Department, Punjab (Authorization copy to be attached) for this e-tender.
2. GST should be mentioned separately in the tender.
3. Annual Turnover of the Principal Manufacturer /Marketing Firm for Vety. Medicines should be more than Rs. Five corers for each of the previous three financial years. Firm will submit certificate from Chartered Accountant in this regard. Audited Balance Sheet for the previous three financial years should also be enclosed. The turnover of the manufacturing firm will be considered for the Veterinary Medicine only and the turnover for the Group of Companies will not be considered.
4. The manufacturer should have sale turnover of minimum Rs. 50 lacs for each of the previous three financial years of the product for which he is tendering. In this regard item wise proof in the shape of BMR sheet (Batch Manufacturing Record) regarding quantity and a certificate from CA regarding turnover of item quoted.
5. GST / Tax clearance certificate for previous three financial years indicating turnover for Veterinary Medicine should be enclosed with the tender.
6. Product Performance Certificate of previous three financial years issued by the Drug Controller of the respective state with respect to product quoted should be enclosed with the tender.
7. Manufacturer Should be G.M.P and GLP Certified .(For ISI marked items, G.M.P and GLP certificate is not required).
8. The item quoted by the firm in the tender should have a market standing of minimum 5 years as certified by the Manufacturer/Marketing Firm / Authorized Agent.
9. Valid Drug License for the manufacturing of medicines for all categories along with the renewal thereof, issued from the Drug Controller of the concerned State should be enclosed with the tender. In case drug license is under revalidation, a certificate issued from drug authority/ competent authority should be enclosed with tender.

10. The sample of the item quoted in the tender should be supplied free of cost and the latest NABL Accredited Lab report of that item should be attached with the tender .
11. At the time of joint inspection ,the required number of samples of each batch will be provided free of cost for testing at NABL accredited lab and samples withdrawn by representative of Punjab govt. lab(FDA Kharar) from the material offered by the supplier. For bulk packing only the required quantity will be taken for Lab testing.
12. The expenses incurred on testing of the samples will be born by the Manufacturer/Marketing Firm / Authorized Agent.
13. Medicine should be supplied within 21 days of the issue of the order.
14. The expiry date of drugs should be at least 75% of expiry period as mentioned on the product from the date of Inspection or as per the Pharmacopeia.
15. In case of any defect in the quality of medicine before the expiry date, the supplier will replace the whole batch of that medicine at his own cost.
16. Manufacturer/Marketing Firm / Authorized Agent shall give an undertaking that his firm is not blacklisted by any State Govt./Centre Govt. or their subsidiary since last 3 years .
17. Manufacturer/Marketing Firm / Authorized Agent will be responsible for any damage to material until it reaches to the concerned store.
18. Manufacturer/Marketing Firm / Authorized Agent are required to furnish an affidavit that the price quoted by them are not higher than those quoted on GeM and other Government Department/ Private Sector and shall not be quoted lower than the quoted price during the period of rate contract. If lower rates are quoted subsequently at some other place, the rate contract rates, shall stand revised for the state of Punjab as well.
19. In case Manufacturer/Marketing Firm / Authorized Agent fails to supply the items in time then in emergency cases, the indenter can make a risk purchase of these items from the open market. The difference in the market and tender / rate contract rate will be borne by Manufacturer/Marketing Firm / Authorized Agent.

Special Note:- All documents should be duly numbered and same should be mentioned in the index.

Technical Documents

- a. Drug license valid up to date as per requirement of the NIT.
- b. GMP and GLP Certificate, wherever applicable.
- c. Production Capacity of the unit and monthly commitment of supply item wise and size wise along with the delivery period in tandem with NIT conditions . The delivery period should be specific, not in span-period and should not exceed 21 days from inspection note in any case .
- d. Manufacturing proof issued by appropriate authority.
- e. Complete tender form including printed conditions of NIT of tender form duly stamped & signed on each page must be put in Technical Bid without quoting rates/ taxes and duties.
- f. Test Report should be from NABL accredited Lab as per I.P/B.P protocol as the case may be as per NIT.

- g. Tenderer shall give an undertaking that the Manufacturer /Marketing Firm / Authorized Agent are not blacklisted by any State Govt./Centre Govt.
- h. Non Spurious Certificate as per NIT
- i. Tenderer must submit a list of items for which he is submitting his offer and also highlights such items in the Drug License.
- j. Sample as per NIT.
- k. Any other document as per NIT.

General Documents

- a. GST Registration No./VAT No. & details along with attested copy of that.
- b. Copy of PAN Card & PAN/ TAN details including the details of Assessing Authority.
- c. Certificate regarding rates quoted as per NIT
- d. Any other document as per NIT.
- e. The tenderer must index his tendered documents with page marking.

FINANCIAL DOCUMENTS:-

Quotation of rates along with GST quoted separately.

NOTE:1

All other remaining documents other than mentioned above be put in Technical Bid as per requirement of the NIT.

CONDITIONS OF NIT

1 DRUG LICENCE

The offer must be accompanied with attested copy of original drug license in form 25/28 along with upto date renewal of drug license in form 26 from the Drug Controller of the concerned state showing the items allowed for manufacturing in their premises. In case the validity of the license is under process, a certificate to this effect should be given by the drug authority. Photostat copies without attestation by the competent authority are not acceptable.

2. NON SPURIOUS CERTIFICATE:

The quoting firms should give a certificate that products offered have not been declared sub-standard/ misbranded, spurious by any of the State Drug Controller Authorities. In case the situation is other wise, they should mention the defects found and give an affidavit to the effect that remedial measures have been taken and drugs now manufactured/ offered are of standard quality.

3. FORMULA:

The firms should quote the rates of medicines according to the formula given in the specifications else the offer will be ignored straightway.

4. **STANDARD SPECIFICATIONS AND EXPIRY**

Where the formula is not given, the product should be offered according IP/BP and USP. The expiry date of those drugs which have expiry, should be atleast 75% of expiry period mentioned on the product from the date of inspection or as per the Pharmacopeia.

If there is any defect in the quality before expiry of medicine, the supplier will replace the whole batch at his own cost.

5 **F.O.R.:**

Destination anywhere in Punjab .

6 **PRICE/TAXES:**

Rates should be quoted on firm basis for contract period without prices escalation or force majeure clause. GST must be quoted separately.

7. **PRICE CERTIFICATE:**

The tenderer must certify that the price quoted by them are not higher than those quoted on GeM and other Government Department/ Private Sector and shall not be quoted lower than the quoted price during the period of rate contract.

8. **VALIDITY of the tender:**

Validity of the tender should be minimum 90 days from the date of opening of tender.

9. **PROOF OF MANUFACTURING**

Original manufacturers must submit duly attested documentary proof of their manufacturer status.

10. **PAYMENT :**

Payment shall be made after the joint inspection of material at the premises of the buyer and on receipt of satisfactory test report of NABL Lab and govt. analyst Punjab (as applicable) and issuance of Inspection note.

11. **COMMITTED SUPPLY CAPACITY:**

Committed supply as per NIT

12 The tendering firms from Punjab are required to furnish an affidavit on non judicial stamp paper of Rs. 25/- duly attested from Magistrate 1st class / Notary Public that they are not defaulter in repaying the Punjab Government loans if any obtained.

13. **EARNEST MONEY:**

Earnest money of Rs. 20,000/- must accompany with each tender through online only . No other form of payment will be acceptable. Earnest money deposited by the tenderer/supplier shall be forfeited if the tenderer withdraws his tender during the currency of its validity period.

14. **DOCUMENTS/ COPIES:** Copies or any other supporting documents must be renewed upto date and duly attested from a Gazetted Officer/ Notary Public. Unattested documents shall be ignored.
15. The Technical Offer / Financial Offer documents must be signed by Proprietor or Director or Partner/Managing Director of firm. The offer should also accompany with valid authorization letter/resolution. Any offer, if found signed by another person or employee other than above shall not be considered.
16. Technical Bids / Financial Bids shall be submitted separately. Technical bid should be covered in a separate sealed cover super scribing the wording "TECHNICAL BID" . The copy should be put in a sealed cover super scribing the super scribed number and due date.
17. Please note that tenderer should not quote the prices in the Technical Bid. Rates should only be quoted in the Financial Bid failing which his offers will be rejected straightway.
18. The cover thus prepared should also indicate clearly the name and address of the tenderer to enable it's Bid to be returned unopened in case it is received "Late".
19. Tenderers imposing their own conditions other than specified in the NIT are liable for rejection.
20. The Government reserves the right to reject any or all tender(s) without assigning any reason.
21. **INSPECTION:** The Stores for inspection will be offered to Deputy Director, Animal Husbandry, Veterinary Medical Store, Jalandhar and this office within the stipulated delivery period and the inspection will be carried out jointly by the inspection committee of the Dept.
22. **TESTING CHARGES:** In case of sample sent to the laboratory for testing as part of the inspection procedure, the laboratory charges will be borne by the supplier.
23. Manufacturer/Company will be responsible for any damage to material until it reaches to the concerned store.
24. Commercial offer will only be opened in case of those parties who meet all the technical specifications / requirements and terms & conditions of the NIT for Technical Offer after obtaining the approval of competent authority.
25. Rates quoted in the tenders shall be both in figures and words.
26. All relevant rules mentioned in the PFR are also applicable.
27. **PACKING/Labelling**
Packing/Labelling should be as per IP/BP/ USP Protocol.
28. **TEST REPORT AND SAMPLE:**
The offers must be accompanied with the test report alongwith sample as per NIT specifications from any NABL Accredited Drug Testing Laboratory.

The test report submitted should be of same batch as that of sample submitted in the o/o Deputy Director, Animal Husbandry, Veterinary Medical Store, Jalandhar. The Test Report should be as per the tests mentioned in the IP/BP protocol of the concerned item. Test Report should clearly specify that the items confirm to IP/BP protocol. The tenderers are

required to submit sample along with test report to the Deputy Director, Animal Husbandry, Veterinary Medical Store, Jalandhar.

TERMS AND CONDITIONS

1. Rates should be quoted F.O.R. destination else the same will be ignored straightway.
2. The D.A.H. does not bind himself to accept the lowest tender and reserve himself the right to reject any or all tenders without assigning any reason.
3. The Conditions of contract i.e. Schedule 'B' attached to the Schedule 'A' must be uploaded along with technical bid otherwise tender will be ignored.
4. In case the date of opening falls on a holiday declared by the Government tenders will be opened on the next working day following the closed day, at the scheduled time.
5. Any tender which is not on the proper tender form or is received late will not be considered.
6. Tenders without Earnest Money of Rs. 20,000/- from the unregistered parties will not be considered.
7. All disputes will be settled within the jurisdiction of the Head Quarter of the Director Animal Husbandry Punjab at S.A.S. Nagar.
8. Rate of GST or any other chargeable duty must be specifically mentioned failing which no Sales Tax or duty will be allowed at a subsequent stage.
9. Tenders/ offers of such of the firms as do not confirm exactly according to the advertised specifications/ terms & conditions will be ignored straightaway.
10. "The copies of documents attached with the tenders (even Photostat copies) should be attested".
11. Government reserves the right to amend the terms & conditions.
12. The Suppliers must indicate name of the manufacturers of the stores offered by them. In case they are offering the stores on behalf of their Principals, they shall submit Authorization Certificate to this effect, which should not be older than two months.
13. Tenderers will have to pay the testing charges of samples to be sent to any laboratory in India at the discretion of this office.
14. The tenders will be regarded as constituting an offer or offers open for acceptance in whole or in part or parts at the discretion of the D.A.H. Punjab for 90 days from the date of opening of tender .
15. Incomplete or conditional offers incorporating price variation and force majeure clause etc will not be considered.
16. Tenderers should certify in their offers that rates quoted by them are not higher than those quoted to D.G.S.& D and other state Government Departments.
17. Tenderers must indicate their GST Registration No. in their offers.
18. If any condition of Schedule 'A' overlap with any of the above conditions , the conditions mentioned in Schedule 'A' shall prevail.

ADDITIONAL TERMS AND CONDITIONS

1. E-Tender are invited for the supply of the items listed as above for the department through the e-tendering process of Govt. of Punjab. For additional details such as items specifications, important dates etc visit the website: <http://eproc.punjab.gov.in> Tender form, specifications, terms and condition can be obtained from this website on payment of Rs. 1000/-(online payment) as per e-tendering procedure.
2. Tender shall be accepted only from manufacturers/authorized dealers. In case the offer is for ISI marked, an attested copy of the ISI License which is valid on the date of offer must accompany the offer.
3. The tenderer must submit the authorization letter from the Principal Manufactures. The Principal Manufactures Can authorize only one authorized dealer for one item and must quote the tender number in his authorization letter .
4. The tender will be in double bid system i.e. Technical/Pre-qualification Bids and Financial/Commercial Bids .The Technical Bid should contain comprehensive technical details of the item (Brochure/Catalogue), profile of the manufacturer/supplier, main current clients, experience, tentative delivery period. Financial/Commercial Bids should contain the price (inclusive GST), terms and conditions. Technical Bids would be opened first and Commercial Bids will be opened subsequently of only those tenders who qualify

in the Technical Bids. Incomplete/conditional Tenders not received as per e-tendering procedure will be out rightly rejected.

5. Firms/ manufacturer should have annual turnover of minimum 5 crore each during last three previous years. In support thereof authenticated copies of Income Tax Returns along with Balance Sheets of Annual Turnover of last 3 financial years duly certified by Chartered accountant. Copy of GSTIN must be attached.
6. The bidder must enclose attested copies/proof of consisting, Pan Card, TAN No., Service Tax No., GST, EPF, Registration/Authorization of the firm etc.
7. The bidder firm should not be black listed/debarred by any department/ organization (Affidavit attached with tender) for last 3 years.
8. The e-tender should be submitted online till 06-02-2023 upto 5:00 pm and the same will be opened on 07-02-2023 at 11:30 am.
9. The e-tender must be accompanied with earnest money amounting Rs. 20,000/- (Rs. Twenty Thousand Only) (online payment) as per e-tendering procedure.
10. Tenderers are also required to submit a hard copy of the technical bids of this tender on or before the closing date 06-02-2023, upto 5:00 pm at the Directorate, Animal Husbandry, Punjab , Livestock Complex, Sector-68, SAS Nagar. Each and every page of the Terms and Conditions and tender form should be duly signed by the tenderer.
11. The Director, Animal Husbandry, Punjab, SAS Nagar reserves the right to accept or reject one or all offers/tenders and holds the discretion to increase/decrease the quantity of any or all the items.
12. Samples of items (where required as per specification) should be submitted to the Office of Deputy Director, Animal Husbandry, veterinary Medical Store, Jalandhar before closing date of tender 06-02-2023 upto 5:00 pm and sample receipt certificate should be enclosed along with tender documents. Otherwise tender will be rejected straightway.
13. Successful tenderers will have to submit a Security deposit of 10 % (only FDR will be accepted valid upto completion of the Guarantee/ warranty) of the ordered value within the stipulated period of time after issuance of orders.
14. For participating in the above e-tender, the contractors shall have to get themselves registered with <http://eproc.punjab.gov.in>. and get user ID & password. Bidders who have not registered with e-procurement portal need to get registered by paying the requisite registration fee for e-tender participation and obtain Class 3 Digital Signature Certificate (DSC) which are mandatory to participate in the e-tendering process. For any clarification/difficulty regarding e-tendering Process please contact on helpdesk at Punjab State e Governance Society, Plot No. D-241, Industrial Area, Phase 8, Sector 74, Mohali , Phone No. 0172-2970263 & 0172-2970284. E-mail: **eproc@punjab.gov.in and niceproc.punjab@gmail.com**
15. Bidders are also required to pay tender processing charges of Rs. 2,360/- or an estimated amount as per tender which are to be deposited. (This tender processing fee/charges are other than the firm registration amount for Digital Signature Certificate DSC).
16. E-Tender details can also be obtained from the Departmental website www.husbandrypunjab.org.
17. Rates should be quoted in Indian Rupees only, FOR anywhere in Punjab/Chandigarh.
18. All applicable taxes should be included in the quote.
19. Brochure/leaflets/catalogues for equipments/ items should be submitted alongwith tender.
20. If any bidder gives wrong statement or deviates from any condition, his/her Security Deposit will be forfeited and action will be taken against the concerned bidder. Any bidder supplying any wrong information in the intentions to cheat/commit fraud will be liable for penal action and also liable for blacklisting.
21. The Drugs and Cosmetics Act, 1940, if applicable in this tender, the condition of this act must be followed by the firm.
22. The security deposited by firms will be released after obtaining the NOC from consignee.
23. Public Procurement (Preference to make in Punjab) Order 2019 and Public Procurement (Preference to Make in India) Order 2017, will be applicable on this tender, if any bidder found himself fit under this order then Bidder have to submit an affidavit as per provision of mentioned orders.
24. Order of Punjab Government regarding relaxation to Start ups will be applicable on this tender.

Annexure -1

1	Name of the Department :	Department of Animal Husbandry, Punjab
2	Name of the office	Director, Animal Husbandry, Punjab, S.A.S. Nagar
3	Name and designation of Nodal Officer	Dr. Parampal Singh, Veterinary Officer
4	Contact No. Of Nodal Officer	82849-11937
5	Email id of the office	dahpunjab@gmail.com
6	Website of the department/ office	www.husbandrypunjab.org
7	Tender No.	e tender notice no. 4/2022-23
8	Name of the Work/ Notice/ Tender	Purchase of Veterinary Medicines / Surgical items – Liquid Group (4 items), Injection Group (6 items), Powder Group (4 items), Bolus Group (3 items), Surgical Goods (2 items)
9	Opening Date of Tender	07-02-2023 11.30 am
10	Closing Date of Bid submission	06-02-2023 5.00 pm
11	Amount of EMD (in Rs.)	20,000/-
12	Remarks (eg: Excluded Newspapers)	For details log onto :https://eproc.punjab.gov.in & www.husbandrypunjab.org NOTE : Any Corrigendum (S) to the Tender Notice Shall be published on the above websites only

(Dr. Ram Pal Mittal)
Director Animal Husbandry,
Punjab.

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