



TENDER NO : NML/PUR/35/26/20

Date 14-12-2020

**TENDER DOCUMENT (NIT) FOR THE PURCHASE OF  
MEDICINES**

**KINDLY NOTE:**

1. Only those documents/ forms which are relevant to this tender and which have been called for should be submitted. (Not more than 15-20 Pages)
2. Bidders are requested to submit technical catalogue of relevant pages ONLY for the equipment/model they are quoting.
3. Kindly do not submit our NIT (duly signed and sealed), instead you can convey your acceptance of NIT terms and conditions in toto on your letter head as a self-declaration.

Kindly cooperate with us in saving the environment by reducing the requirement of printing.

सी एस आई आर - राष्ट्रीय धातुकर्म प्रयोगशाला  
CSIR - NATIONAL METALLURGICAL LABORATORY  
(वैज्ञानिक एवं औद्योगिक अनुसंधान परिषद) / (Council of Scientific & Industrial Research)  
बर्माइन्स, जमशेदपुर- 831007 / BURMAMINES, JAMSHEDPUR - 831 007  
Tel: 0657-2345129/132, Fax: 0657-2345131  
Email: spo@nmlindia.org Website: www.nmlindia.org

## INVITATION FOR BIDS / NIT

01. Director, CSIR- **National Metallurgical Laboratory , Jamshedpur**, invites **E-bids** from manufacturers, their authorised distributors and Indian Agent of Foreign principals, if any, for purchase of items listed below:

Sl.No.	Tender No.	Description of items	Quantity	Single/ Two bid	Bid Security (EMD) (in Indian Rupees)
1	<b>NML/PUR/35/26/20</b>	<b>Medicines</b>  Detailed specifications, accessories are detailed in chapter 4	As per Annexure-I	Single	Bid Security/EMD is not applicable. <b>Instead, Bidder must submit Bid-Securing Declaration Form.</b>

02. Interested Bidders may obtain further information from the office of the **Stores & Purchase Officer, CSIR- National Metallurgical Laboratory Burmamines, Jamshedpur -831007**

03. Each complete set of bidding document may be downloaded directly from the CSIR- NML website ([www.nmlindia.org](http://www.nmlindia.org)) free of cost and printed. No Hard copy of the Tender Documents will be sold or issued by the office.

The e-bids must be submitted through the CPPP – <https://etenders.gov.in/>, as per the critical dates mentioned. Bidders should also possess a valid Digital Signature Certificate (DSC) for online submission of bids. Bids received on e-tendering portal only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected. will not be responsible for any delay in enrolment / registration as bidder or submitting /uploading the offer on e-tender portal. Hence, bidders are advised to register in e-tendering website URL– <https://etenders.gov.in/> and enrol their Digital Signature Certificate and upload their quotation well in advance.

Any change/corrigendum/extension of opening date in respect of this tender shall be issued through websites only. Bidders are therefore requested to regularly visit our website for updates.

04. **A Pre-bid Conference will be held on the date and time as indicated in Critical Date Sheet at CSIR- National Metallurgical Laboratory , Jamshedpur. All prospective bidders are requested to kindly submit their queries, if any to the address indicated above so as to reach the Stores & Purchase Officer latest by the date and time as indicated in Critical Date Sheet.**

05. All bids must be accompanied with a bid security as specified above and must be delivered to the above office at the date and time indicated above. Bids will be opened in the presence of Bidders' authorized representatives who choose to attend on the specified date and time. In the event of the date specified for bid receipt and opening being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed time.

**Or**

All bids must be accompanied with a **Bid Securing Declaration** as specified above and must be delivered to the above office at the date and time indicated above. Bids will be opened in the presence of Bidders' authorized representatives who choose to attend on the specified date and time. In the event of the date specified for bid receipt and opening being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed time.

### **06. Eligibility of Bidders:**

**(i.) In pursuance of Department of Expenditure, MoF order No. 12/17/2019-PPD dated 15.05.2020 , Bids are invited in INR (Indian Rupee) only.**

**(ii.) As per DPIIT Order No. P-45021/2/2017-PP (BE-II) dated 16.09.2020, only 'Class-I Local Suppliers' and 'Class-II Local Suppliers' are eligible to submit their bids for this tender.**

**The definitions and the relevant terms of purchase preference policy in respect of Make in India is available in Clause 1.32 titled "Evaluation and comparison of bids " of Chapter- 1 (Instructions to Bidders) of this document.**

**(iii.) Any bidder from a country which shares a land border with India will be eligible to bid for this tender only if the bidder is registered with the competent authority and fulfills all the eligibility criteria as per Department of Expenditure, MoF order No. 6/18/2019-PPD dated 23.07.2020.**

**The definitions and the relevant terms of Department of Expenditure, MoF order No. 6/18/2019-PPD dated 23.07.2020 is available in Clause 1.46 of Chapter- 1 (Instructions to Bidders) of this document.**

**iv)Quotations only from MANUFACTURERS or their AUTHORISED DEALERS would be acceptable.Any QUOTE WITHOUT MANUFACTURER'S AUTHORISATION CERTIFICATE WILL BE REJECTED.**

07. The Director, CSIR- **National Metallurgical Laboratory** reserves the right to accept or reject any bids or accept all tenders either in part or in full or to split the order, or to annul the bidding process without assigning any reason.

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3	Schedule of Requirement (Removed)
4	Specifications and Allied Technical Details
5	Price Schedule Forms
6	Qualification Requirements (Removed)
7	Contract Form (Removed)
8	Other Forms

**CRITICAL DATE SHEET**

Sl. No.	Stage	Date & Time	Date & Time
1.	Publish Date & Time	14-12-2020	18:55
2.	Sale/document Download Start Date & Time	14-12-2020	18:55
3.	Last Date & time for receipt of queries	28-12-2020	17:00
4.	Pre-bid Conference, if any	Not applicable	
5.	Date of technical corrigendum after pre-bid conference	Not applicable	
6.	Bid Submission Start Date & time	14-12-2020	18:55
7.	Bid Submission End Date & Time	05-01-2021	15:00
8.	Bid Opening Date & Time (XX)	06-01-2021	15:00

**TENTATIVE TIME SCHEDULE OF PROCUREMENT PLANNING**

Sl.No	Stage	Tentative Time Frame (in days)
1.	Date of Bid Opening	XX
2.	Date of Completion of Technical Bid Evaluation	XX + 50
3.	Date of communication of Rejection of Bids	XX + 65
4.	Date of Receipt of context, if any, from Bidders	XX + 70
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## CHAPTER - 1

**INSTRUCTIONS TO BIDDERS****Table of Contents**

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## **A Introduction**

### **1.1. Eligible Bidders**

#### 1.1.1

This Invitation for Bids is open to all suppliers subject to para 06 of the invitation for bids/NIT.

#### 1.1.2

A supplier or bidder shall be considered to be from a country if (i) the entity is incorporated in that country, or ii) a majority of its shareholding or effective control of the entity is exercised from that country; or (iii) more than 50% of the value of the item being supplied has been added in that country. Indian suppliers shall mean those entities which meet any of these tests with respect to India.

#### 1.1.3

MSEs would be treated as owned by Scheduled Caste/Schedule Tribe enterprises as under:

(a) In case of proprietary MSE, proprietor(s) shall be SC/ST.

(b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% (fifty one percent) shares in the unit.

(c) In case of Private Limited Companies, at least 51% (fifty one percent) share shall be held by SC/ST promoters.

#### 1.1.4

MSEs owned by women shall also be determined as per the above analogy/criteria.

#### 1.1.5

Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation of Bids.

#### 1.1.6

Bids from Joint Ventures, Consortium or Associations so long as they are formed and registered prior to the bid submission date.

#### **1.1.7**

The bidders who have been put under Holiday listing / **debarred/ blacklisted** or removed from the list of registered suppliers by the purchaser or banned from Ministry/country wide procurement shall be ineligible for participation in the bidding process.

### **1.2 Cost of Bidding**

#### 1.2.1

The Bidder shall bear all costs associated with the preparation and submission of its bid, and "the Purchaser", will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

### **1.3 Code of Integrity For Public Procurement**

#### 1.3.1

The bidders/suppliers should sign a declaration about abiding by the Code of Integrity for Public Procurement in bid documents. In case of any transgression of this code, the bidder is not only liable to be removed from the list of registered suppliers, but it would be liable for other punitive actions such as cancellation of contracts, banning and blacklisting or action in Competition Commission of India, and so on.

#### 1.3.2

**Code of integrity for Public Procurement:** The Purchaser as well as bidders, suppliers, contractors and consultants should observe the highest standard of ethics and should not indulge in the following prohibited practices, either directly or indirectly, at any stage during the procurement process or during execution of resultant contracts:

i) **"corrupt practice"**: making offers, solicitation or acceptance of bribe, rewards or gifts or any material benefit, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process or contract execution;

ii) **"Fraudulent practice"**: any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefits may be obtained or an obligation avoided. This includes making false declaration or providing false information for participation in a tender process or to secure a contract or in execution of the contract;

iii) **"anti-competitive practice"**: any collusion, bid rigging or anti-competitive arrangement, or any other practice coming under the purview of the Competition Act, 2002, between two or more bidders, with or without the knowledge of the purchaser, that may impair the transparency, fairness and the progress of the procurement process or to establish bid prices at artificial, non-competitive levels;

iv) **"coercive practice"**: harming or threatening to harm, persons or their property to influence their participation in the procurement process or affect the execution of a contract;

v) **"conflict of interest"**: participation by a bidding firm or any of its affiliates that are either involved in the consultancy contract to which this procurement is linked; or if they are part of more than one bid in the procurement; or if the bidding firm or their personnel have relationships or financial or business transactions with any official of purchaser who are directly or indirectly related to tender or execution process of contract; or improper use of information obtained by the (prospective) bidder from the purchaser with an intent to gain unfair advantage in the procurement process or for personal gain; and

vi) **"Obstructive practice"**: materially impede the purchaser's investigation into allegations of one or more of the above mentioned prohibited practices either by deliberately destroying, falsifying, altering; or by concealing of evidence material to the investigation; or by making false statements to investigators and/or by threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or by impeding the purchaser's Entity's rights of audit or access to information;

## 1.3.3

**Obligations for Proactive disclosures**

- i) The Purchaser as well as bidders, suppliers, contractors and consultants, are obliged under Code of Integrity for Public Procurement to sue-moto proactively declare any conflicts of interest (coming under the definition mentioned above – pre-existing or as and as soon as these arise at any stage) in any procurement process or execution of contract. Failure to do so would amount to violation of this code of integrity; and
- ii) The bidder must declare, whether asked or not in a bid document, any previous transgressions of such a code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity. Failure to do so would amount to violation of this code of integrity;
- iii) To encourage voluntary disclosures, such declarations would not mean automatic disqualification for the bidder making such declarations. The declared conflict of interest would be evaluated and mitigation steps, if possible, taken by the purchaser.

## 1.3.4

**Punitive Provisions**

Without prejudice to and in addition to the rights of the Purchaser to other penal provisions as per the bid documents or contract, if the Purchaser comes to a conclusion that a (prospective) bidder/supplier, directly or through an agent, has violated this code of integrity in competing for the contract or in executing a contract, the purchaser may take appropriate measures including one or more of the following:

- i) **If his bids are under consideration in any procurement:**
- Forfeiture or encashment of bid security;
  - Calling off of any pre-contract negotiations; and
  - Rejection and exclusion of the bidder from the procurement process.
- ii) **If a contract has already been awarded**
- Cancellation of the relevant contract and recovery of compensation for loss incurred by the purchaser;
  - Forfeiture or encashment of any other security or bond relating to the procurement;
  - Recovery of payments including advance payments, if any, made by the purchaser along with interest thereon at the prevailing rate.
- iii) **Provisions in addition to above:**
- Removal from the list of registered suppliers and banning/debarment of the bidder from participation in future procurements of the purchaser for a period not less than one year;
  - In case of anti-competitive practices, information for further processing may be filed under a signature of the Joint Secretary level officer, with the Competition Commission of India;
  - Initiation of suitable disciplinary or criminal proceedings against any individual or staff found responsible.

**B. The Bidding Documents****1.4 Cost of Tender Documents**

## 1.4.1

Interested eligible bidders may purchase the bidding documents on payment of the cost of bidding documents as indicated in the invitation for bids/NIT or alternatively, the bidding documents can be downloaded from our Website as indicated in the Invitation for Bids/NIT free of cost.

**1.5 Content of Tender Documents**

## 1.5.1

The goods required, bidding procedures and contract terms are prescribed in the bidding documents which should be read in conjunction. The bidding documents, apart from the invitation for bids and Critical Date Sheet have been divided into **8** Chapters as under:

Chapter 1: Instructions to Bidder (ITB)									
Chapter 2: General Conditions of Contract (GCC) and Special Condition of Contract (SCC)									
Chapter 3: Schedule of Requirements									
Chapter 4:	Specifications and Allied Technical Details								
Chapter 5:	Price Schedule Forms								
Chapter 6:	Qualification requirements								
Chapter 7:	Contract Form								
Chapter 8:	Other Standard Forms comprising:								
	(1) Bidder Information Form								
	(2) Manufacturer's Authorization Form (MAF);								
	(3) Bid Security Form – if EMD is applicable								
	(4) Bid Securing declaration								
	(5) Performance Statement form								
	(6) Deviation Statement Form;								
	(7) Service Support details;								
	(8) Bid form								
	(9) Performance Security Form;								
	(10) Acceptance Certificate Form								
	(11) Integrity pact								
	(12) Format for declaration by the bidder for code of integrity and Conflict of interest.								
	(13) Format for Certificate of compliance to MoF, DOE Order No. 6/18/2019-PPD dated 23 <sup>rd</sup> July, 2020.								
	(14) Price Schedule Form For Goods Being Offered From India Or For Goods Manufactured Abroad But Quoted In INR.								

1.5.2 **The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.**

## **1.6 Clarification of tender documents**

### 1.6.1

A prospective Bidder requiring any clarification of the Bidding Documents shall contact the Purchaser in writing at the Purchaser's address specified in the Special Conditions of Contract (SCC), latest by the date specified in the critical date sheet. No request for clarification or query shall normally be entertained after the deadline/pre-bid conference if any. Should the Purchaser deem it necessary to amend the Tender Documents as a result of a clarification, it shall do so following the procedure under Clause relating to amendment of Tender Documents and Clause relating to Deadline for Submission of Bids.

The queries, clarifications and amendments issued would also be hosted on the website of the Purchaser for the benefit of the other prospective bidders and also shall be sent to all bidders who have purchased the tender documents.

## **1.7 Amendment of Tender Documents**

### 1.7.1

At any time prior to the deadline for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender documents by amendment. The same would also be hosted on the website of the Purchaser and all prospective bidders are expected to surf the website before submitting their bids to take cognizance of the amendments. However, the copies of the amendments would be sent by registered post/speed post/courier/e-mail to all the bidders who have purchased the tender documents.

### 1.7.2

In order to allow prospective bidders' reasonable time in which to take the amendment into account in preparing their bids, the Purchaser, at its discretion, may extend the deadline for the submission of bids and host the changes on the website of the Purchaser.

## **C. PREPARATION OF BIDS**

## **1.8 Language of Bid**

### 1.8.1

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser shall be written in English language only.

### 1.8.2

The Supplier shall bear all costs of translation, if any, to the English language and bear all risks of the accuracy of such translation, for documents provided by the Supplier.

## **1.9 Purchase Preference Policies**

### 1.9.1

The purchaser intends to give product reservation/purchase preference/price preference in line with current Govt. of India procurement policies to help inclusive national economic growth by providing long term support to Small and Medium enterprises (SMEs) and disadvantaged sections of the society and to address environmental concerns along with preferential market access in govt. procurements.

### 1.9.2

For the above purpose, Class - I and Class-II local supplier means a supplier or service provider whose product or service offered for procurement meets the minimum local content as prescribed in DIPP Order No.P-45021/2/2017-PP (BE-II) dated 16<sup>th</sup> September, 2020 or by the competent Ministries/Departments in pursuance of this order and local content means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the items procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

### **1.10.1 Documents comprising the bid**

The bid prepared by the Bidder shall include documents as under:

#### **A. Technical bid**

- (a) Bidder Information Form;
- (b) Declaration abiding by the Code of Integrity and no conflict of interest for public procurement;
- (c) Bid security/ **Bid Securing Declaration** as specified in the Invitation for Bids;
- (d) Service support details form;
- (e) Deviation Statement Form;
- (f) Performance Statement Form;
- (g) Manufacturer's Authorization Form along with a certified copy of the Agency Agreement between the bidders and the Indian Agent;
- (h) Documentary evidence establishing that the bidder is eligible to bid and is qualified to perform the contract if its bid is accepted;
- (i) Integrity Pact, if required;
- (j) Documents establishing goods eligibility and conformity to bidding documents; indicating the Indian Customs Tariff Number (ICT & HSN No.) .

- (k) Schedule of requirements.
- (l) Self-certification that the item offered meets the minimum local content of 50% giving details of the location(s) at which the local value addition is made in case the bidder wishes to avail the benefits under the make in India policy, if applicable.
- (m) In cases of procurement for a value in excess of ₹ 10 crores, the local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content to avail the benefits under the make in India policy, if applicable.
- (n) Documentary evidence about the status of the bidder i.e. whether MSE or not, owned by SC/ST or not and whether the MSE is owned by a women entrepreneur or not.

**B Price bid**

- (i) Bid form;
- (ii) Applicable Price Schedule Form;

**1.11. Bid form and price schedule**

1.11.1

The bidder shall complete the Bid Form and the appropriate price schedule form furnished in the bidding documents. These forms must be completed without any alterations to its format and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested. The Bid Form and the appropriate Price Schedule form shall be submitted in accordance with Clause 1.18.3 of the bidding documents.

**1.12. Bid Prices**

1.12.1

The Bidder shall indicate on the appropriate price schedule form, the unit prices and total bid prices of the goods it proposes to supply under the contract.

1.12.2

Prices indicated on the price-schedule form shall be entered separately in the following manner:

**(a) For Goods manufactured within India**

- (i) The price of the goods quoted Ex-works including taxes already paid.
- (ii) GST and other taxes, if any which will be payable on the goods if the contract is awarded.
- (iii) The charges for inland transportation, insurance and other local services required for delivering the goods at the desired destination as specified in the price schedule form.
- (iv) Wherever applicable, the cost towards the installation, commissioning, spares, extended warranty, AMC/CMC, site preparation and training including any incidental services, if any.

**(b) For Goods manufactured abroad**

- (i) **The goods quoted may be of foreign origin but should be quoted in INR. Please NOTE that such Quote should include all charges including Customs Duty and should be quoted only on Door Delivery basis.**

1.12.3 **Where there is no mention of packing, forwarding, freight, insurance charges, taxes etc. such offer shall be rejected as incomplete.**

1.12.4 The price quoted shall remain fixed during the contract period and shall not vary on any account

1.12.5 All lots and items must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. Lots or items not listed in the Price Schedule shall be assumed to be not included in the bid.

1.12.6 The Purchaser is registered with Dept. of Scientific & Industrial Research, Govt. of India and concessional customs duty and GST & IGST are leviable vide notification No. 54/2002-Customs on all imports covered under Notification No.51/96-Customs dated 23.07.1996, Notification No.47/2017-Integrated Tax (Rate) and Notification No. 45/2017-Central Tax (Rate) both dated 14<sup>th</sup> November, 2017

1.12.7 Please state specifically in your offer whether the duties and taxes are extra over the prices quoted, failing which it will be presumed that the prices are inclusive of taxes and duties and no claim would be entertained for statutory variations at a later date.

1.12.8 Stipulations like "GST is presently not applicable but the same will be charged if it becomes leviable later on" is not acceptable unless in such cases it is clearly stated that GST will not be charged if the same becomes applicable later on due to increase in turn over etc. If a bidder fails to comply with this requirement, his quoted price shall be loaded with the quantum of duty which is normally applicable on the item in question for the purpose of comparison with the prices of other tenderers.

**Note: All payments due under the contract shall be paid after deduction of statutory levies at source (like TDS etc.), wherever applicable.**



### **1.13. Bid Currencies**

#### 1.13.1

Prices shall be quoted in Indian Rupees only. Quotes in other currencies would be rejected.

### **1.14. Documents Establishing Bidder's Eligibility and qualifications**

#### 1.14.1

The bidder shall furnish, as part of its bid, documents establishing the bidders' eligibility to bid and its qualification to perform the contract if its bid is accepted.

#### 1.14.2

The documentary evidence of the bidder's qualification to perform the contract if the bid is accepted shall establish to the purchaser's satisfaction that:

- (a) The bidder meets the qualification criteria listed in bidding documents if any.
- (b) Bidder who doesn't manufacture the goods it offers to supply shall submit Manufacturers' Authorization Form (MAF) using the form specified in the bidding document to demonstrate that it has been duly authorized by the manufacturer of the goods to quote and/or supply the goods.
- (c) In case a bidder not doing business within India, it shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India equipped and able to carry out the supply, maintenance, repair obligations etc. during the warranty and post warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period.

#### 1.14.3

**Conditional tenders shall not be accepted.**

### **1.15 Documents Establishing Goods' Eligibility and Conformity to Bidding Documents**

#### 1.15.1

To establish the goods' eligibility, the documentary evidence of the goods and services eligibility shall consist of a statement on the country of origin of the goods and services offered which shall be confirmed by a certificate of origin at the time of shipment.

#### 1.15.2

To establish the conformity of the goods and services to the specifications and schedule of requirements of the bidding document, the documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings and data, and shall consist of:

- (a) A detailed description of the essential technical and performance characteristics of the goods;
- (b) A list giving full particulars, including available sources and current prices, of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods during the warranty period following commencement of the use of the goods by the Purchaser in the Priced-bid; and
- (c) An item-by-item commentary on the Purchaser's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications or a statement of deviations and exceptions to the provisions of the Technical Specifications.

#### 1.15.3

For purposes of the commentary to be furnished pursuant to above, the Bidder shall note that standards for workmanship, material and equipment, designated by the Purchaser in its Technical Specifications are intended to be descriptive only and not restrictive. The Bidder may substitute these in its bid, provided that it demonstrates to the Purchaser's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

#### 1.15.4

**Alternate offers/makes/models would not be considered.**

### **1.16. Bid Security**

#### 1.16.1

The Bidder shall furnish, as part of its bid, a bid security (BS) for an amount as specified in the Invitation for Bids. The BS shall be submitted by the manufacturer or their specifically authorized dealer/bidder in INR.

#### 1.16.2

The bid security is required to protect the Purchaser against the risk of Bidder's conduct, which would warrant the security's forfeiture.

#### 1.16.3

The bid security shall be in Indian Rupees for offers received for supply within India The bid security shall be in one of the following forms at the bidders' option:

- (a) A bank guarantee issued/confirmed by a Scheduled Commercial Bank in India in the form provided in the bidding documents and valid for 45 days beyond the validity of the bid. or
- (b) Fixed Deposit receipt pledged in favour of the Lab. /Institute.

- (c) A Banker's cheque or demand draft in favour of the purchaser issued by any Scheduled commercial bank in India.  
 (d) Bid Securing Declaration, **if so indicated in Sl. No. 1 of Invitation for Bids of this document.**

1.16.4

The bid security shall be payable promptly upon written demand by the purchaser in case the conditions listed in the ITB clause 1.16.10 are invoked.

1.16.5

The bid security should be submitted in its original form. Copies shall not be accepted.

1.16.6

The bid security of unsuccessful bidder will be discharged /returned as promptly as possible positively within a period of 30 days after the expiration of the period of bid validity or placement of order whichever is later, without any interest.

1.16.7

The successful Bidder's bid security will be discharged upon the Bidder furnishing the performance security, without any interest.

1.16.8

Bidders that are currently registered with the purchaser or registered as MSEs will continue to remain registered during the tender validity period also and are exempted from payment of EMD. In case the tenderer falls in these categories, the bidder should furnish a certified copy of its valid registration details. Except for MSEs, this exemption is valid for the trade group and monetary value of registration only. The MSEs are provided tender document free of cost and are exempted from the payment of Bid Security provided the goods are produced and the services are rendered by them and not for any trading activities undertaken by them. Further firms who are having Udyog Aadhar Memorandum are entitled to all benefits available for MSEs under the Public Procurement Policies for MSEs and can get registered with any of the following agencies:

- a) District Industries Centre
- b) Khadi and Village Industries Commission
- c) Khadi and Village Industries Board
- d) Coir Board
- e) National Small Industries Corporation
- f) Directorate of Handicraft and handloom and
- g) Any other body specified by the Ministry of MSME

1.16.9

Where any aggregator has been appointed by the Ministry of MSME, themselves quote on behalf of some MSE units, such offers will be considered as offer from MSE units and all such facilities would be extended to these aggregators also.

1.16.10

The bid security may be forfeited:

- (a) If a Bidder withdraws or amends or modifies or impairs or derogates its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- (b) In case of a successful Bidder, if the Bidder fails to furnish order acceptance within 14 days of the order or fails to sign the contract and/or fails to furnish Performance Security within 21 days from the date of contract/ order.

**1.16.11**

**Whenever the bidder chooses to submit the Bid Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.**

**1.17. Period of Validity of Bids**

1.17.1

Bids shall remain valid for minimum of **180 days** after the date of bid opening prescribed by the Purchaser. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.

1.17.2

In exceptional circumstances, the Purchaser may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing (by post, fax or e-mail). The bid security provided shall also be suitably extended failing which the bid would be summarily ignored. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid.

1.17.3

Bid evaluation will be based on the bid prices without taking into consideration the above corrections.

**1.18. Format and Signing of Bid**

1.18.1

The bids may be submitted in single envelop or in two parts as specified in the Invitation for Bids.

1.18.2

In case the bids are invited on two-bid system, the Bidder shall submit the bids in two separate parts. One part shall contain Technical bid comprising all documents listed under clause relating to Documents Comprising the Bid excepting bid form and price schedules. The other part shall contain the priced-bid comprising bid form and price schedules

- 1.18.3 The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. All pages of the bid, except for un-amended printed literature, shall be initialled by the person or persons signing the bid detailing his/her name and contact details.
- 1.18.4 Any interlineations, erasures or overwriting shall be valid only if they are initialled by the persons or persons signing the bid.
- 1.18.5 A Bidder from whose etenders id a bid is uploaded and submitted on e-tenders portal would be held fully responsible for the same even if the bid has not been signed and/ or stamped.

#### **D. Submission and sealing of Bids**

##### **1.19. Submission of Bids on e-tenders**

- 1.19.1 The Bidders may submit their duly signed, and stamped bids on e-tenders portal (etenders.gov.in) ONLY. No bids / copies of bids should be submitted by post/ courier/ FAX/ e-mail in any case.
- 1.19.2 In case of 2 Bid tenders, there will be a minimum of 2 envelopes – (i) Technical Bid, (ii) Price Bid. The Technical and Price Bids must be submitted in the respective envelopes/ covers only.
- 1.19.3 In case of 1- Bid tenders there will be one envelope, viz. Techno-commercial (Technical – cum- commercial) Bid in which technical bid as well as a duly filled Price Schedule (as per format available in this tender document) may be submitted. The Price Schedule (cost breakup of the components and the net price) must match with the BOQ (Excel Sheet Price schedule on e-tenders). In case of mismatch between BOQ price and price schedule , the price schedule submitted in Techno-commercial bid will be considered valid.
- 1.19.4 Firms submitting Technical and Price bids in the Techno commercial Bid envelope against the requirement of two-bid system would be considered for further evaluation at the risk & responsibility of the bidder.

##### **1.20. Deadline for Submission of Bids**

- 1.20.1 The Bids must be uploaded / submitted on e-tenders portal from the bidder's registered e- tenders id on or before the Last date (and time) of Submission of bids, failing which the e-tenders portal will not allow Bid submission. No request for extension of Last date of Bid submission will normally be entertained by the competent authority.
- 1.20.2 The Purchaser is not bound to consider any technical difficulty faced by the bidder as a reason to extend the Last date of Bid submission.

##### **1.21. Late Bids**

- 1.21.1 e- tenders portal does not allow submission of late bids.

##### **1.22. Withdrawal, substitution and Modification of Bids.**

- 1.22.1 A Bidder may withdraw, substitute or modify its bid after it has been submitted , as per e-tenders portal rules/ provisions, prior to the last date (and time) of bid submission.

#### **E. Opening and Evaluation of Bids**

##### **1.23 Opening of Bids by the Purchaser**

- 1.23.1 All e- Bids would be opened online ONLY on or after the Bid Opening Date (and Time).

##### **1.24. Confidentiality**

- 1.24.1 Information relating to the examination, evaluation, comparison, and post qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Contract Award.
- 1.24.2 Any effort by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post qualification of the bids or contract award decisions may result in the rejection of its Bid.

**1.25. Clarification of Bids**

## 1.25.1

To assist in the examination, evaluation, comparison and post qualification of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted. However, no negotiation shall be held except with the lowest bidder, at the discretion of the purchaser. Any clarification submitted by a bidder in respect to its bid which is not in response to a request by the purchaser shall not be considered.

**1.26. Preliminary Examination**

## 1.26.1

The Purchaser shall examine the bids to confirm that all documents and technical documentation requested in ITB Clause 1.10 have been provided, and to determine the completeness of each document submitted.

## 1.26.2

The Purchaser shall confirm that the following documents and information have been provided in the Bid. If any of these documents or information is missing, the offer shall be rejected.

(a) Bid Form and Price Schedule, in accordance with ITB Clause 1.10;

(b) All the tenders received will first be scrutinized to see whether the tenders meet the basic requirements as incorporated in the tender enquiry document. The tenders, who do not meet the basic requirements, are to be treated as unresponsive and ignored. The following are some of the important points, for which a tender may be declared as unresponsive and to be ignored, during the initial scrutiny:

- (i) The Bidder is not eligible.
- (ii) The Bid validity is shorter than the required period.
- (iii) The Bidder has quoted for goods manufactured by a different firm without the required authority letter from the proposed manufacturer.
- (iv) Bidder has not agreed to give the required performance security or has not furnished the bid security.
- (v) The goods quoted are sub-standard, not meeting the required specification, etc.
- (vi) Against the schedule of Requirement (incorporated in the tender enquiry), the bidder has not quoted for the entire requirement as specified in that schedule.
- (vii) The bidder has not agreed to some essential condition(s) incorporated in the tender enquiry.
- (viii) Integrity Pact not signed and submitted with the technical bid, if applicable as per SCC.

**1.27 Bidder's right to question rejection.**

## 1.27.1

A Bidder shall have the right to be heard in case he feels that a proper procurement process is not being followed and/or his tender has been rejected wrongly. Only a directly affected bidder can represent in this regard as under:

- i) Only a bidder who has participated in the concerned procurement process i.e. pre-qualification, bidder registration or bidding, as the case may be, can make such representation;
- ii) In case pre-qualification bid has been evaluated before the bidding of Technical bids, an application for review in relation to the technical bid may be filed only by a bidder who has qualified in pre-qualification bid;
- iii) In case technical bid has been evaluated before the opening of the financial bid, an application for review in relation to the financial bid may be filed only by a bidder whose technical bid is found to be acceptable.
- iv) Following decisions of the purchaser in accordance with the provision of internal guidelines shall not be subject to review:
  - a) Determination of the need for procurement;
  - b) Selection of the mode of procurement or bidding system;
  - c) Choice of selection procedure;
  - d) Provisions limiting participation of bidders in the procurement process;
  - e) The decision to enter into negotiations with the L1 bidder;
  - f) Cancellation of the procurement process except where it is intended to subsequently re-tender the same requirements;
  - g) Issues related to ambiguity in contract terms may not be taken up after a contract has been signed, all such issues should be highlighted before consummation of the contract by the vendor/contractor; and
  - h) Complaints against specifications except under the premise that they are either vague or too specific so as to limit competition may be permissible.

## 1.27.2

In case a Bidder feels aggrieved by the decision of the purchaser, he may then send his representation in writing to the Purchaser's address as indicated in special conditions of contract (SCC) within 05 working days from the date of communication of the purchaser intimating the rejection for reconsideration of the decision by the purchaser.

**1.28 Responsiveness of Bids**

## 1.28.1

Prior to the detailed evaluation, the purchaser will determine the substantial responsiveness of each bid to the bidding documents. For purposes of this clause, a substantive responsive bid is one, which conforms to all terms and condition of the bidding documents without material deviations, reservations or omissions. A material deviation, reservation or omission is one that:

- (a) Affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or

- (b) Limits in any substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the Bidder's obligations under the Contract; or
- (c) If rectified, would unfairly affect the competitive position of other bidders presenting substantially responsive bids.

1.28.2

The purchasers' determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

1.28.3

If a bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation or omission.

1.28.4

If a bidder quotes Nil Charges/consideration, the bid shall be treated as unresponsive and will not be considered.

### **1.29 Non-Conformity, Error and Omission**

1.29.1

Provided that a Bid is substantially responsive, the Purchaser may waive any nonconformities or omissions in the Bid that do not constitute a material deviation.

1.29.2

Provided that a bid is substantially responsive, the Purchaser may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.

1.29.3

Provided that the Bid is substantially responsive, the Purchaser shall correct arithmetical errors on the following basis:

- (a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

1.29.4

Provided that a bid is substantially responsive, the purchaser may request that a bidder may confirm the correctness of arithmetic errors as done by the purchaser within a target date. In case, no reply is received then the bid submitted shall be ignored and its Bid Security may be forfeited.

### **1.30 Examination of Terms & Conditions, Technical Evaluation**

1.30.1

The Purchaser shall examine the Bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.

1.30.2

The Purchaser shall evaluate the technical aspects of the Bid submitted in accordance with ITB Clause 1.15, to confirm that all requirements specified in Schedule of Requirements of the Bidding Documents have been met without any material deviation or reservation.

1.30.3

If, after the examination of the terms and conditions and the technical evaluation, the Purchaser determines that the Bid is not substantially responsive in accordance with ITB Clause 1.28, it shall reject the Bid.

### **1.31 Conversion to Single Currency**

1.31.1

**All bids must be quoted only in Indian Rupee (INR) . Bids in any other currency will be rejected.**

### **1.32 Evaluation and comparison of bids**

1.32.1

The Purchaser shall evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially responsive.

1.32.2

To evaluate a Bid, the Purchaser shall only use all the factors, methodologies and criteria defined below. No other criteria or methodology shall be permitted.

1.32.3

Purchase preference shall be given to Class- I local suppliers in all procurements undertaken by the purchaser in the following manner (as per DPIIT Order No. P-45021/2/2017-PP (BE-II) dated 16.09.2020) :

## (a) Definitions:

**'Local Content'** means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the items procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties) as a proportion of the total value, in percent.

*Please Note that Profit, warehousing, marketing, logistics, freight, etc. can not be considered as local value addition. [as per clarification received from DPIIT on File No. P-45021/102/2019-PP(BE-II) (E-29930) dated 26.11.2020]*

**'Class- I Local supplier'** means a supplier or service provider, whose goods, services or works offered for procurement, has local content equal to or more than 50%

**'Class- II Local Supplier'** means a supplier or service provider, whose goods, services or works offered for procurement, has local content more than 20% but less than 50%

**'Non Local Supplier'** means a supplier or service provider, whose goods, services or works offered for procurement, has local content less than or equal to 20%, as defined under above mentioned order.

**'L1'** means the lowest tender or lowest bid or the lowest quotation received in a tender, bidding process or other procurement solicitation as adjudged in the evaluation process as per the tender or other procurement solicitation.

**'Margin of purchase preference'** means the maximum extent to which the price quoted by a "Class-1 local supplier" may be above the L1 for the purpose of purchase preference. Margin of Purchase preference would be 20% for this tender.

**'Nodal Ministry'** means the Ministry or Department identified pursuant to this order in respect of a particular item of goods or services or works.

**'Procuring entity'** means a Ministry or department or attached or subordinate office of, or autonomous body controlled by, the Government of India and includes Government companies as defined in the Companies Act.

**'Works'** means all works as per Rule 130 of GFR-2017, and will also include turnkey works'.

## (b) Purchase Preference:

- (I) Purchase preference shall be given to 'Class-I local supplier' in procurements undertaken by procuring entities in the manner specified here under.
- (II) In the procurements of goods or works, which are divisible in nature, the 'Class-1 local supplier' shall get purchase preference over 'Class-II local supplier' as well as 'Non-local supplier', as per following procedure:
  - (i) Among all qualified bids, the lowest bid will be termed as L1. If L1 is 'Class-1 local supplier', the contract for full quantity will be awarded to L1.
  - (ii) If L1 bid is not a 'Class-1 local supplier', 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the 'Class-I local supplier' will be invited to match the L1 price for the remaining 50% quantity subject to the 'Class-I local supplier's' quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such 'Class-I local supplier' subject to matching the L1 price. In case such lowest eligible 'Class-1 local supplier' fails to match the L1 price or accepts less than the offered quantity, the next higher 'Class-1 local supplier' within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on 'Class-1 local suppliers', then such balance quantity may also be ordered on the L1 bidder.
- (III) In the procurements of goods or works, which are not divisible in nature, and in procurement of services where the bid is evaluated on price alone, the 'Class-1 local supplier' shall get purchase preference over 'Class-II local supplier' as well as 'Non-local supplier', as per following procedure:
  - (i) Among all qualified bids, the lowest bid will be termed as L1. If L1 is 'Class-1 local supplier', the contract will be awarded to L1.
  - (ii) If L1 is not 'Class-1 local supplier', the lowest bidder among the 'Class-1 local supplier', will be invited to match the L1 price subject to 'Class-1 local supplier's' quoted price falling within the margin of purchase preference, and the contract shall be awarded to such 'Class-1 local supplier' subject to matching the L1 price.
  - (iii) In case such lowest eligible 'Class-1 local supplier' fails to match the L1 price, the 'Class-I local supplier' with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the 'Class-1 local supplier' within the margin of purchase preference matches the L1 price, the contract may be awarded to the L1 bidder.
  - (iv) "Class-II local supplier" will not get purchase preference in any procurement, undertaken by procuring entities.

## (C) Verification of Local Content:

- (I) The 'Class -I Local supplier' / 'Class- II Local Supplier' at the time of the tender/ bidding or solicitation shall be required to indicate percentage of local content and provide self- certification that the item offered meets the local content requirement for 'Class -I Local supplier' / 'Class- II Local Supplier', as the case may be. They shall also give details of the location(s) at which the local value addition is made.
- (II) In cases of procurement for a value in excess of Rs. 10 Crores, the 'Class -I Local supplier' / 'Class- II Local Supplier' shall be required to provide a certificate from a statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or a practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content. They shall also give details of the location(s) at which the local value addition is made.
- (III) Decisions on complaints relating to implementation of this order shall be taken by the competent authority which is empowered to look into procurement -related complaints relating to the procuring entity.
- (III) False declarations will be in breach of the code of integrity under Rule 175 (1) (i) (h) of the General Financial Rules for which a bidder or its successors can be debarred for up to Two years as per Rule 151(iii) of General Financial Rules along with such other actions as may be permissible under law.

(IV) A supplier who has been debarred by any procuring entity for violation of this order shall not be eligible for preference under this order for procurement by any other procuring entity for the duration of the debarment. The debarment for such other procuring entities shall take effect prospectively from the date on which it comes to the notice of other procurement entities, in the manner prescribed under paragraph 9 (h) of the order.

1.32.4

The bids shall be evaluated on the basis of final landing cost which shall be arrived as under:

**For goods manufactured in India**

- (i) The price of the goods quoted ex-works including all taxes already paid.
- (ii) GST and other taxes, if any which will be payable on the goods if the contract is awarded.
- (iii) Charges for inland transportation, insurance and other local services required for delivering the goods at the desired destination.
- (iv) Wherever applicable, the cost towards the installation, commissioning, spares, extended warranty, AMC/CMC, site preparation and training including any incidental services, if any.

**For goods manufactured abroad but quoted in INR**

- (i) A Manufacturer based outside India can bid only through its Indian Agent or through their subsidiary office based in India in INR on CSIR- NML, Jamshedpur basis on DPP/door delivery basis..
- (ii) The charges for customs duty, insurance and transportation of the goods to CSIR- NML, Jamshedpur should be included in the Price Bid.
- (iii) Wherever applicable, the cost towards the installation, commissioning, spares, extended warranty, AMC/CMC, site preparation and training including any incidental services, if any should be mentioned and quoted in INR.
- (iv) The bid (Technical and / or Price Bid ) must clearly indicate which of the components of the equipment are imported items and which are indigenous . Custom Duty Exemption Certificate would be issued for the imported items and GST exemption certificate would be issued for indigenous items.

**Note: Where there is no mention of packing, forwarding, freight, insurance charges, taxes etc. such offers shall be rejected as incomplete. However, all these costs must be quoted in INR.**

1.32.5

The GCC and the SCC shall specify the mode of transport i.e., whether by air/ocean/road/rail.

1.32.6

There is no provision to purchase optional items. The specifications embodied in the tender documents would be the basis of evaluating the responsiveness of bids received.

1.32.7

The Purchaser shall compare all substantially responsive bids to determine the lowest valued bid, in accordance with ITB Clause 1.32.

**1.33 Contacting the Purchaser**

1.33.1

Subject to ITB Clause 1.25, no Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.

1.33.2

Any effort by a Bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.

**1.34 Post qualification**

1.34.1

In the absence of pre-qualification, the Purchaser will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 1.14.

1.34.2

The determination will take into account the eligibility criteria listed in the bidding documents and will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Purchaser deems necessary and appropriate.

1.34.3

An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid.

## **E. AWARD OF CONTRACT**

### **1.35 Negotiations**

1.35.1

Normally, there shall not be any negotiation. Negotiations, if at all, shall be an exception and only in the case of items with limited source of supply. Negotiations shall be held with the lowest evaluated responsive bidder. Counter offers tantamount to negotiations and shall be treated at par with negotiations in the case of one time purchases.

### **1.36 Award Criteria**

1.36.1

Subject to ITB Clause 1.39, the Purchaser will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily. The details of the award would be hosted on the website of the Purchaser.

### **1.37 Purchaser's right to vary Quantities at Time of Award**

1.37.1

The Purchaser reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements to the extent of 25% without any change in unit price or other terms and conditions.

### **1.38 Option Clause**

1.38.1

The Purchaser reserves the right to increase or decrease the quantity of the required goods up to 25% (Twenty-Five) per cent at any time, till final delivery date (or the extended delivery date of the contract), by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of the delivery period (or the extended delivery period)

### **1.39 Purchaser's right to accept Any Bid and to reject any or All Bids**

1.39.1

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders.

### **1.40 Notification of Award**

1.40.1

Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing by registered letter or by cable or telex or fax or e mail that the bid has been accepted and a separate purchase order shall follow through post.

1.40.2

Until a formal contract is prepared and executed, the notification of award should constitute a binding contract.

1.40.3

Upon the successful Bidder's furnishing of the signed Contract Form and performance security pursuant to ITB Clause 1.43, the Purchaser will discharge its bid security.

### **1.41 Signing of Contract**

1.41.1

Promptly after notification, the Purchaser shall send the successful Bidder the Agreement/Purchase Order.

1.41.2

Within twenty-one (21) days of date of the Purchase Order, the successful Bidder shall sign, date, and return it to the Purchaser.

### **1.42 Order Acceptance**

1.42.1

The successful bidder should submit Order acceptance within 14 days from the date of issue of order/signing of contract, failing which it shall be presumed that the vendor is not interested and his bid security is liable to be forfeited pursuant to clause 1.16.10 of ITB.

1.42.2

The order confirmation must be received within 14 days. However, the Purchaser has the powers to extend the time frame for submission of order confirmation beyond the original date. Even after extension of time, if the order confirmation is not received, the contract is liable to be cancelled provided that the purchaser, on being satisfied that it is not a case of cartelization and the integrity of the procurement process has been maintained, may, for cogent reasons, offer the next successful bidder an opportunity to match the financial bid of the first successful bidder, and if the offer is accepted, award the contract to the next successful bidder at the price bid of the first successful bidder.

### **1.43 Performance Security**

1.43.1

Within 21 days of receipt of the notification of award/PO, the Supplier shall furnish performance security (PS) in the amount specified in SCC, valid till 60 days after the warranty period.

1.43.2

The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.



- 1.43.3 The Performance Security shall be denominated in Indian Rupees.
- 1.43.4 PS may be submitted by either the manufacturer or their authorized dealer/bidder.
- 1.43.5 The Performance security shall be in one of the following forms:
- (a) **A Bank guarantee in INR issued by a Nationalized/ Scheduled bank located in India in the form provided in the bidding documents.**  
Or
  - (b) A Banker's cheque or Account Payee demand draft **in INR** in favour of the purchaser. Or,
  - (c) A Fixed Deposit Receipt pledged in favour of the Purchaser.
- 1.43.6 The performance security will be discharged by the Purchaser and returned to the Supplier not later than 60 days following the date of completion of the Supplier's performance obligations, including any warranty obligations, unless specified otherwise in SCC, without levy of any interest.
- 1.43.7 In the event of any contract amendment, the supplier shall, within 21 days of receipt of such amendment, furnish the amendment to the performance security, rendering the same valid for the duration of the contract, as amended for further period of 60 days thereafter.
- 1.43.8 The performance security must be received within 21 days. However, the Purchaser has the powers to extend the time frame for submission of Performance Security (PS). Even after extension of time, if the PS is not received, the contract is liable to be cancelled provided that the purchaser, on being satisfied that it is not a case of cartelization and the integrity of the procurement process has been maintained, may, for cogent reasons, offer the next successful bidder an opportunity to match the financial bid of the first successful bidder, and if the offer is accepted, award the contract to the next successful bidder at the price bid of the first successful bidder.
- 1.43.9 Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.**
- 1.44. Pre-bid Conference (PBC)**
- 1.44.1 A Pre-bid Conference shall be held as indicated in invitation to bid, if any. All prospective bidders are requested to kindly attend the Pre-bid Conference. In order to facilitate the purchaser the proper conduct of the Pre-bid Conference, all prospective bidders are requested to kindly submit their queries (with envelope bearing Tender No. and Date on top and marked "Queries for Pre-bid Conference") so as to reach the purchaser as indicated in invitation to bid. The purchaser shall answer the queries during the pre-bid conference, which would become a part of the proceedings of the Pre-bid Conference. The proceeding of the Pre Bid Conference would be hosted on the website of the purchaser. Before formulating and submitting their bids, all prospective bidders are advised to surf through the purchaser's website after the Pre-bid Conference, in order to enable them take cognizance of the revised tender conditions.
- 1.45 Integrity Pact**
- 1.45.1 Integrity Pact binds both buyers and sellers to ethical conduct and transparency in all activities from pre-selection of bidders, bidding and contracting, implementation, completion and operation related to the contract.
- 1.45.2 The Integrity pact essentially envisages an agreement between the prospective vendors/bidders and the buyer, committing the persons/officials of both sides, not to resort to any corrupt practices in any aspect/stage of the contract. Only those vendors/bidders, who commit themselves to such a Pact with the buyer, would be considered competent to participate in the bidding process. In other words, entering into this Pact would be a preliminary qualification. The essential ingredients of the Pact include:
- i) Promise on the part of the Purchaser to treat all bidders with equity and reason and not to seek or accept any benefit, which is not legally available;
  - ii) Promise on the part of bidders not to offer any benefit to the employees of the Purchaser not available legally and also not to commit any offence under Prevention of Corruption Act, 1988 or Indian Penal Code 1860;
  - iii) Promise on the part of bidders not to enter into any undisclosed agreement or understanding with other bidders with respect to prices, specifications, certifications, subsidiary contracts; etc.
  - iv) Undertaking (as part of Fall Clause) by the bidders that they have not and will not sell the same material/equipment at prices lower than the bid price;
  - iv) Foreign bidders to disclose the name and address of agents and representatives in India and Indian Bidders to disclose their foreign principals or associates;

- v) Bidders to disclose the payments to be made by them to agents/brokers or any other intermediary;
- vi) Bidders to disclose any past transgressions committed over the specified period with any other company in India or Abroad that may impinge on the anti-corruption principle;
- vii) Integrity Pact lays down the punitive actions for any violation.

## 1.45.3

Each page of such Integrity pact proforma would be duly signed by Purchaser's competent signatory. All pages of the Integrity Pact are to be returned by the bidder (along with the technical bid) duly signed by the same signatory who signed the bid, i.e. who is duly authorized to sign the bid and to make binding commitments on behalf of his company. Any bid not accompanied by Integrity Pact duly signed by the bidder shall be considered to be a non-responsive bid and shall be rejected straightway.

## 1.45.4

The SCC shall specify whether there is a need to enter into a separate Integrity pact or not.

## 1.45.5

The Integrity Pact would be effective from the date of invitation of bids till complete execution of the contract.

## 1.45.6

The names and contact details of the Independent External Monitors (IEM) on the event of the need of IP is as detailed in the SCC.

#### **1.46 Restrictions on procurement from a bidder of a country which shares a land border with India [ As per Dept. of Expenditure, MoF Order No. 6/18/2019-PPD Dated 23<sup>rd</sup> July, 2020].**

##### **1.46.1 Requirement of registration**

Any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods , services ( including consultancy services and non- consultancy services) or works (including turnkey projects) only if the bidder is registered with Department for Promotion of Industry and Internal Trade (DPIIT).

##### **1.46.2 Definitions**

(1) **"Bidder"** for the purpose of this order ( including the term 'tenderer', 'consultant', 'vendor' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is, an association of several persons, or firms or companies),

(2) **"Tender"** for the purpose of this Order will include other forms of procurement except where the context requires otherwise.

(3) **"Bidder from a country which shares a land border with India"** for the purpose of this Order means.

- a) An entity incorporated, established or registered in such a country; or
- b) A subsidiary of and entity incorporated, established or registered in such a country; or
- c) An entity substantially controlled through entities incorporated, established or registered in such a country; or
- d) An entity whose beneficial owner is situated in such a country; or
- e) An Indian (or other) agent of such an entity; or
- f) A natural person who is a citizen of such a county; or
- g) A consortium or joint venture where any member of the consortium or joint venture falls under any other above

(4) **"Beneficial owner"** for the purpose of paragraph 8 above will be as under:

- (i) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person(s), has a controlling ownership interest or who exercises control through other means.

##### **Explanation-**

- a. "Controlling ownership interest" means ownership of, or entitlement to, more than twenty-five per cent of shares or capital or profits of the company;
- b. "Control" shall include the right to appoint the majority of the directors or to control the management rights or shareholders agreements or voting agreements;

- (ii) In case of a partnership firm, the beneficial owner os the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
- (iii) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
- (iv) Where no natural person is identified under (i) or (II) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- (v) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

- (5) **"Agent"** for the purpose of this Order is a person employed to do any act for another, or to represent another in dealings with third persons.

1.46.3 A certificate would be submitted by the bidders regarding their compliance with this order. If such certificate given by a bidder whose bid is accepted is found to be false, this would be a ground for immediate termination and further legal action in accordance with law.

**CHAPTER 2**  
**CONDITIONS OF CONTRACT**  
**A GENERAL CONDITIONS OF CONTRACT (GCC)**

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## GENERAL CONDITIONS OF CONTRACT (GCC)

### **2.1 Definitions**

#### **2.1.1**

The following words and expressions shall have the meanings hereby assigned to them:

- (a) "Contract" means the Contract Agreement entered into between the Purchaser and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
- (b) "Contract Documents" means the documents listed in the Contract Agreement, including any amendments thereto.
- (c) "Contract Price" means the price payable to the Supplier as specified in the Contract Agreement, subject to such additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract.
- (d) "Day" means calendar day.
- (e) "Completion" means the fulfilment of the Goods and related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.
- (f) "GCC" means the General Conditions of Contract.
- (g) "Goods" means all of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Purchaser under the Contract.
- (h) "Related Services" means the services incidental to the supply of the goods, such as transportation, insurance, installation, training and initial maintenance and other such obligations of the Supplier under the Contract.
- (i) "SCC" means the Special Conditions of Contract.
- (j) "Subcontractor" means any natural person, private or government entity, or a combination of the above, to whom any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier.
- (k) "Supplier" means the natural person, private or government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Purchaser and is named as such in the Contract Agreement.
- (l) The "Council" means the Council of Scientific & Industrial Research (CSIR), registered under the Societies Registration Act, 1860 of the Govt. of India having its registered office at 2, Rafi Marg, New Delhi-110001, India.
- (m) The "Purchaser" means any of the constituent Laboratory/Institute of the Council situated at any designated place in India as specified in SCC.
- (n) "The final destination," where applicable, means the place named in the SCC.

### **2.2 Contract Documents**

#### **2.2.1**

Subject to the order of precedence set forth in the Contract Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole.

### **2.3 Code of Integrity**

#### **2.3.1**

Without prejudice to and in addition to the rights of the Purchaser to other penal provisions as per the bid documents or contract, if the Purchaser comes to a conclusion that a (prospective) bidder/supplier, directly or through an agent, has violated this code of integrity in competing for the contract or in executing a contract, the Purchaser may take appropriate measures including one or more of the following:

- a) Cancellation of the relevant contract and recovery of compensation for loss incurred by the purchaser;
- b) Forfeiture or encashment of any other security or bond relating to the procurement;
- c) Recovery of payments including advance payments, if any, made by the Purchaser along with interest thereon at the prevailing rate.
- a) Provisions in addition to above:
  - 1) Removal from the list of registered suppliers and banning/debarment of the bidder from participation in future procurements of the purchaser for a period not less than one year;

- 2) In case of anti-competitive practices, information for further processing may be filed under a signature of the Joint Secretary level officer, with the Competition Commission of India;
- 3) Initiation of suitable disciplinary or criminal proceedings against any individual or staff found responsible.

## **2.4 Joint Venture, Consortium or Association**

### 2.4.1

If the Supplier is a joint venture, consortium, or association, all of the parties shall be jointly and severally liable to the Purchaser for the fulfilment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture, consortium, or association. The composition or the constitution of the joint venture, consortium, or association shall not be altered without the prior consent of the Purchaser.

## **2.5 Scope of Supply**

### 2.5.1

The Goods and Related Services to be supplied shall be as specified in Chapter 4 i.e. Specifications and allied technical details.

## **2.6 Suppliers' Responsibilities**

### 2.6.1

The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with Scope of Supply Clause of the GCC, and the Delivery and Completion Schedule, as per GCC Clause relating to delivery and document.

## **2.7 Contract price**

### 2.7.1

Prices charged by the Supplier for the Goods supplied and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid.

## **2.8 Copy Right**

### 2.8.1

The copyright in all drawings, documents, and other materials containing data and information furnished to the Purchaser by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Purchaser directly or through the Supplier by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party.

## **2.9 Application**

### 2.9.1

These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

## **2.10 Standards**

### 2.10.1

The Goods supplied and services rendered under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standard appropriate to the Goods' country of origin and such standards shall be the latest issued by the concerned institution.

## **2.11 Use of Contract Documents and Information**

### 2.11.1

The Supplier shall not, without the Purchaser's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Supplier in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far, as may be necessary for purposes of such performance.

### 2.11.2

The Supplier shall not, without the Purchaser's prior written consent, make use of any document or information enumerated above except for purposes of performing the Contract.

### 2.11.3

Any document, other than the Contract itself, enumerated above shall remain the property of the Purchaser and shall be returned (in all copies) to the Purchaser on completion of the Supplier's performance under the Contract if so required by the Purchaser.

## **2.12 Patent Indemnity**

### 2.12.1

The Supplier shall, subject to the Purchaser's compliance with GCC Sub-Clause 2.12.2 Indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of:

- (a) the installation of the Goods by the Supplier or the use of the Goods in India; and

(b) the sale in any country of the products produced by the Goods.

2.12.2

If any proceedings are brought or any claim is made against the Purchaser, the Purchaser shall promptly give the Supplier a notice thereof, and the Supplier may at its own expense and in the Purchaser's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.

### **2.13 Performance Security**

2.13.1

Within 21 days of receipt of the notification of award/PO, the Supplier shall furnish performance security in the amount specified in SCC, valid till 60 days after the warranty period.

2.13.2

The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

2.13.3

The Performance Security shall be denominated in Indian Rupees for the offers received for supplies within India and denominated in the currency of the contract in the case of offers received for supply from foreign countries or in equivalent Indian Rupees in case the Performance Security is submitted by the Indian Agent.

2.13.4

In the case of imports, the PS may be submitted either by the principal or by the Indian agent and, in the case of purchases from indigenous sources, the PS may be submitted by either the manufacturer or their authorized dealer/bidder.

2.13.5 The Performance security shall be in one of the following forms:

- (a) **A Bank guarantee in INR issued by a Nationalized/ Scheduled bank located in India in the form provided in the bidding documents.**  
Or
- (b) A Banker's cheque or Account Payee demand draft **in INR** in favour of the purchaser. Or,
- (c) A Fixed Deposit Receipt pledged in favour of the Purchaser.

2.13.6

The performance security will be discharged by the Purchaser and returned to the Supplier not later than 60 days following the date of completion of the Supplier's performance obligations, including any warranty obligations, unless specified otherwise in SCC, without levy of any interest.

2.13.7

In the event of any contract amendment, the supplier shall, within 21 days of receipt of such amendment, furnish the amendment to the performance security, rendering the same valid for the duration of the contract, as amended for further period of 60 days thereafter.

2.13.8

The order confirmation must be received within 14 days. However, the Purchaser has the powers to extend the time frame for submission of order confirmation and submission of Performance Security (PS). Even after extension of time, if the order confirmation /PS are not received, the contract shall be cancelled provided that the purchaser, on being satisfied that it is not a case of cartelization and the integrity of the procurement process has been maintained, may, for cogent reasons, offer the next successful bidder an opportunity to match the financial bid of the first successful bidder, and if the offer is accepted, award the contract to the next successful bidder at the price bid of the first successful bidder.

2.13.9

**Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.**

### **2.14 Inspections and Tests**

2.14.1

The inspections & test, training required would be as detailed in Chapter-4 of the Bidding Document relating to Specification and Allied Technical details.

### **2.15 Packing**

2.15.1

The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

2.15.2

The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, if any, specified in SCC and in any subsequent instructions ordered by the Purchaser.

## **2.16 Delivery and Documents**

### 2.16.1

Delivery of the Goods and completion and related services shall be made by the supplier in accordance with the terms specified by the Purchaser in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

### 2.16.2

The mode of transportation shall be as specified in SCC. In case the purchaser elects to have the transportation done through Air, then air lifting needs to be done through Air India only. In case Air India does not operate in the Airport of despatch, then the bidder is free to engage the services of any other Airlines.

## **2.17 Insurance**

### 2.17.1

With a view to ensure that claims on insurance companies, if any, are lodged in time, the bidders and /or the Indian agent shall be responsible for follow up with their principals for ascertaining the dispatch details and informing the same to the Purchaser and he shall also liaise with the Purchaser to ascertain the arrival of the consignment after clearance so that immediately thereafter in his presence the consignment could be opened and the insurance claim be lodged by the Indian Agent/bidder, if required, without any loss of time. Any delay on the part of the bidder/Indian Agent would be viewed seriously and he shall be directly responsible for any loss sustained by the purchaser on the event of the delay.

## **2.18 Transportation**

### 2.18.1

In the case of supplies from within India, where the Supplier is required under the Contract to transport the Goods to a specified destination in India, defined as the Final Destination, transport to such destination, including insurance and storage, as specified in the Contract, shall be arranged by the Supplier, and the related costs shall be included in the Contract Price.

### 2.18.2

E- way bill will be the responsibility of the supplier.

## **2.19 Incidental Services**

### 2.19.1

The supplier may be required to provide any or all of the services, including training, if any, specified in chapter 4.

## **2.20 Spare Parts**

### 2.20.1

The Supplier shall be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- (a) Such spare parts as the Purchaser may elect to purchase from the Supplier, providing that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
- (b) In the event of termination of production of the spare parts:
  - (i) Advance notification to the Purchaser of the pending termination, in sufficient time to permit the Purchaser to procure needed requirements; and
  - (ii) Following such termination, furnishing at no cost to the Purchaser, the blueprints, drawings and specifications of the spare parts, if requested.

## **2.21 Warranty**

### 2.21.1

The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

### 2.21.2

The Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in India.

### 2.21.3

Unless otherwise specified in the SCC, the warranty shall remain valid for Twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination, Installed & Commissioned as indicated in the SCC, or for Eighteen (18) months after the date of shipment from the port or place of loading in the country of origin, whichever period concludes earlier.

### 2.21.4

The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof,

promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.

#### 2.21.5

Upon receipt of such notice, the Supplier shall, within a reasonable period of time, expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser.

#### 2.21.6

If having been notified, the Supplier fails to remedy the defect within a reasonable period of time; the Purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

#### 2.21.7

Goods requiring warranty replacements must be replaced on free of cost basis to the purchaser.

### **2.22 Terms of Payment**

#### 2.22.1

The method and conditions of payment to be made to the Supplier under this Contract shall be as specified in the SCC.

#### 2.22.2

The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and by documents, submitted pursuant to Delivery and document Clause of the GCC and upon fulfilment of other obligations stipulated in the contract.

#### 2.22.3

Payments shall be made promptly by the Purchaser but in no case later than thirty (30) days after submission of the invoice or claim by the Supplier. While claiming the payment, the supplier should certify in the bill/invoice that the payment being claimed strictly in terms of the contract and all obligations on the part of the supplier for claiming the payment have been fulfilled as required under the contract.

#### 2.22.4

Payment shall be made in currency as indicated in the contract.

### **2.23 Change Orders and Contract Amendments**

#### 2.23.1

The Purchaser may at any time, by written order given to the Supplier pursuant to Clause on Notices of the GCC make changes within the general scope of the Contract in any one or more of the following:

- (a) Increase or decrease in the quantity required, exercise of quantity option clause;
- (b) Changes in schedule of deliveries and terms of delivery;
- (c) The changes in inspection arrangements;
- (d) Changes in terms of payments and statutory levies;
- (e) Changes due to any other situation not anticipated;

#### 2.23.2

No changes in the price quoted shall be permitted after the purchase order has been issued except on account of statutory variations.

#### 2.23.3

No variation or modification in the terms of the contract shall be made except by written amendment signed by the parties.

### **2.24 Assignment**

#### 2.24.1

The Supplier shall not assign, in whole or in part, its obligations to perform under the Contract, except with the Purchaser's prior written consent.

### **2.25 Subcontracts**

#### 2.25.1

The Supplier shall notify the Purchaser in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the Supplier from any liability or duties or obligation under the contract.

### **2.26 Extension of time.**

#### 2.26.1

Delivery of the Goods and performance of the Services shall be made by the Supplier in accordance with the time schedule specified by the Purchaser.

#### 2.26.2

If at any time during performance of the Contract, the Supplier or its sub-contractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may, at its discretion, extend the Supplier's time for performance with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of the Contract.



## 2.26.3

Except as provided under the Force Majeure clause of the GCC, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to liquidated damages Clause of the GCC unless an extension of time is agreed upon pursuant to above clause without the application of penalty clause.

**2.27 Liquidated Damages**

## 2.27.1

Subject to GCC Clause on Force Majeure, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as penalty, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services or contract value in case the delivered price of the delayed goods or unperformed services cannot be ascertained from the contract, for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the Percentage specified in SCC. Once the maximum is reached, the Purchaser may consider termination of the Contract pursuant to GCC Clause on Termination for Default.

**2.28 Termination for Default**

## 2.28.1

The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part

- (a) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause on Extension of Time; or
- (b) If the Supplier fails to perform any other obligation(s) under the Contract.
- (c) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent or collusive or coercive practices etc as defined in GCC Clause and ITB clause on code of integrity in competing for or in executing the Contract.

## 2.28.2

In the event the purchaser terminates the contract in whole or in part, he may take recourse to any one or more of the following action:

- (a) The Performance Security is to be forfeited;
- (b) The purchaser may procure, upon such terms and in such manner as it deems appropriate, stores similar to those undelivered, and the supplier shall be liable for all available actions against it in terms of the contract.
- (c) However, the supplier shall continue to perform the contract to the extent not terminated.

**2.29 Force Majeure**

## 2.29.1

Notwithstanding the provisions of GCC Clauses relating to extension of time, Liquidated damages and Termination for Default the Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

## 2.29.2

For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

## 2.29.3

If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof within 21 days of its occurrence. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

## 2.29.4

If the performance in whole or in part or any obligations under the contract is prevented or delayed by any reason of Force Majeure for a period exceeding 60 days, either party may at its option terminate the contract without any financial repercussions on either side.

**2.30 Termination for Insolvency**

## 2.30.1

The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Purchaser.

**2.31 Termination for Convenience**

2.31.1 The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

2.31.2 The Goods that are complete and ready for shipment within 30 days after the Supplier's receipt of notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect:

- (a) To have any portion completed and delivered at the Contract terms and prices; and/or
- (b) To cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and for materials and parts previously procured by the Supplier.

## **2.32 Settlement of Disputes**

2.32.1 The Purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

2.32.2 If, after twenty-one (21) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract.

2.32.3 The dispute settlement mechanism/arbitration proceedings shall be concluded as under:

- a.) In case of Dispute or difference arising between NML and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings, The dispute shall be referred to Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi as per section 12(5) of Arbitration and Conciliation (amend.) Act, 2015 whose award shall be final, conclusive and binding on all parties to this order.
- b.) The venue of the arbitration shall be New Delhi.

2.32.4 The resultant contract will be interpreted under Indian Laws in case of Purchase from Indian suppliers and / or United Nations Commission on International Trade Laws (UNCITRAL) in the case of foreign suppliers.

2.32.5 Notwithstanding, any reference to arbitration herein,

- (a) The parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
- (b) the Purchaser shall pay the Supplier any monies due the Supplier.

## **2.33 Governing Language**

2.33.1 The contract shall be written in English language which shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the English language only.

## **2.34 Applicable Law**

2.34.1 The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction as specified in SCC.

## **2.35 Notices**

2.35.1 Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by cable, telex, FAX, e-mail or and confirmed in writing to the other party's address specified in the SCC.

2.35.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

## **2.36 Taxes and Duties**

### 2.36.1

For goods manufactured outside India, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside India.

### 2.36.2

For goods Manufactured within India, the Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred till its final manufacture/production.

### 2.36.3

If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in India, the Purchaser shall make its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent.

### 2.36.4

**All payments due under the contract shall be paid after deduction of statutory levies (at source) (like TDS etc.) wherever applicable.**

### 2.36.5

**Customs Duty** – If the supply is from abroad this Institute is permitted to import goods as per notification No.51/96 – Customs and pay a concessional duty up to 5% as per notification 24/2002 – Customs on all imports.

### 2.36.6

The bid (Technical and / or Price Bid ) must clearly indicate which of the components of the equipment are imported items and which are indigenous . Custom Duty Exemption Certificate would be issued for the imported items and GST exemption certificate would be issued for indigenous items.

## **2.37 Right to use Defective Goods**

### 2.37.1

If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Purchaser's operation.

## **2.38 Protection against Damage**

### 2.38.1

The system shall not be prone to damage during power failures and trip outs. The normal voltage and frequency conditions available at site as under:

- (a) Voltage 230 volts – Single phase/ 415 V 3 phase (+\_ 10%)
- (b) Frequency 50 Hz.

## **2.39 Site preparation and installation**

### 2.39.1

**Unless otherwise specified in the SCC or Chapter 4**, The Supplier is solely responsible for the preparation of the equipment sites in compliance with the technical and environmental specifications defined by the Supplier and accepted by the purchaser. The Purchaser will designate the installation sites before the scheduled installation date to allow the Supplier to perform a site inspection to verify the appropriateness/ fitness of the sites before the installation of the Equipment, if required. The supplier shall carry out the site preparation, if any, needed for installation of the goods at the purchaser's site immediately after notification of award/contract.

## **2.40 Import and Export Licenses**

### 2.40.1

If the ordered materials are covered under restricted category of EXIM policy in India the Vendor / Agent may intimate such information for obtaining necessary, license in India.

### 2.40.2

If the ordered equipment is subject to Vendor procuring an export license from the designated government agency / country from where the goods are shipped / sold, the vendor has to mention the name, address of the government agency / authority. The vendor must also mention the time period within which the license will be granted in normal course.

## **2.41 Risk Purchase Clause**

### 2.41.1

If the supplier fails to deliver the goods within the maximum delivery period specified in the contract or Purchase Order, the purchaser may procure, upon such terms and in such a manner as it deems appropriate, Goods or Services similar to those undelivered and the Supplier shall be liable to the purchaser for any excess costs incurred for such similar goods or services.

## **2.42 Option Clause**

2.42.1

The Purchaser reserves the right to increase or decrease the quantity of the required goods up to 25% (Twenty-Five) per cent at any time, till final delivery date (or the extended delivery date of the contract), by giving reasonable notice even though the quantity ordered initially has been supplied in full before the last date of the delivery period (or the extended delivery period)

**2.43 Integrity Pact**

2.43.1

The SCC shall specify whether there is a need to enter into a separate Integrity pact or not. Any bid not accompanied by Integrity Pact duly signed by the bidder shall be considered to be a non-responsive bid and shall be rejected straightway.

2.43.2

The names and contact details of the Independent External Monitors (IEM) on the event of the need of IP is as detailed in the SCC.

**2.44 Order Acceptance**

2.44.1

The successful bidder should submit Order acceptance within 14 days from the date of issue of order/signing of contract, failing which it shall be presumed that the vendor is not interested and his bid security is liable to be forfeited pursuant to clause 1.16.9 of ITB.

**SPECIAL CONDITIONS OF CONTRACT**

The following Special Conditions of Contract (SCC) shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

S.N.	GCC Clause Ref	Condition
1	GCC 2.1.1(m)	The Purchaser is: <i>Director, CSIR-NML, Burmamines, Jamshedpur-831007</i>
2	GCC 2.1.1(n)	The Final Destination is: <i>Transit Stores, CSIR-NML, Burmamines, Jamshedpur-831007</i>
3	GCC 2.13.1	<b>Performance security is not applicable in this case.</b>
4	GCC 2.15.2	<p>The marking and documentation within and outside the packages shall be:</p> <p>(a) Each package should have a packing list within it detailing the part No(s), description, quantity etc.</p> <p>(b) Outside each package, the contract No., the name and address of the purchaser and the final destination should be indicated on all sides and top.</p> <p>(c) Each package should be marked as 1/x, 2/x, 3/x.....x/x, where "x" is the total No. of packages contained in the consignment.</p> <p>(d) All the sides and top of each package should carry an Appropriate indication/ label/ stickers indicating the precautions to be taken while handling/storage.</p>
5	GCC 2.16.1	<p>Details of Shipping and other Documents to be furnished by the Supplier are :</p> <p><b><u>For goods manufactured within India</u></b>            Within 24 hours of dispatch, the supplier shall notify the purchaser the complete details of dispatch and also supply following documents by registered post / speed post and copies thereof by FAX/Email.</p> <p>(a) Two copies of Supplier's Invoice indicating, <i>inter-alia</i> description and specification of the goods, quantity, unit price, total value;</p> <p>(b) Packing list;</p> <p>(c) Insurance certificate, if required under the contract;</p> <p>(d) Railway receipt/Consignment note;</p> <p>(e) Manufacturer's guarantee certificate and in-house inspection certificate;</p> <p>(f) Inspection certificate issued by purchaser's inspector, if any; and</p> <p>(g) Any other document(s) as and when required in terms of the contract.</p> <p>Note:</p> <p>01. The nomenclature used for the item description in the invoices(S), packing list(s) and the delivery note(s) etc. should be identical to that used in the contract. The dispatch particulars including the name of the transporter should also be mentioned in the Invoice(s).</p> <p>02. The above documents should be received by the Purchaser before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses.</p> <p><b><u>For goods manufactured abroad but quoted in INR</u></b>            Within 24 hours of dispatch, the supplier shall notify the purchaser the complete details of dispatch and also supply following documents by Registered Post/courier and copies thereof by FAX/Email.</p> <p>(a) Two copies of supplier's Invoice giving full details of the goods including quantity, value, etc.;</p> <p>(b) Packing list;</p> <p>(c) Certificate of country of origin issued by supplier;</p> <p>(d) Manufacturer's guarantee and Inspection certificate;</p> <p>(e) Inspection certificate issued by the Purchaser's Inspector, if any;</p> <p>(f) Insurance Certificate, if required under the contract;</p>

		(g) Name of the Vessel/Carrier; (h) Bill of Lading/Airway Bill; (i) Bill of entry (l) Any other document(s) as and when required in terms of the contract.
		Note: 01. The nomenclature used for the item description in the Invoices (s), packing list(s) and the delivery note(s) etc. should be identical to that used in the contract. The dispatch particulars including the name of the transporter should also be mentioned in the Invoice(s).
6	GCC 2.16.2	In case of supplies from within India, the mode of transportation shall be by <i>Rail/Road</i> .
7	GCC 2.17.1	The Insurance needs to be done by the supplier.
8	GCC 2.21.3	NIL
9	GCC 2.22.1	The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:  100% payment shall be released within 30 days after receipt and acceptance of the medicines by the CSIR- NML user without any damage or loss .All the bidders are required to furnish requisite information for making payment by e-mode.
10	GCC 2.27.1	The penalty shall be 0.5% per week or part of a week towards late delivery and towards replacement of medicines , if found not as per contract.
	GCC 2.27.1	The maximum amount of penalty shall be 10%.
11	ITB 1.17.1	Bids shall remain valid for minimum of <b>180 days</b> after the date of bid opening prescribed by the Purchaser.
12	GCC 2.34.1	The place of jurisdiction is Jamshedpur, India.
13	GCC 2.35.1	For notices, the Purchaser's address is Kind Attention: Stores and Purchase Officer Location: CSIR-NML, Burmamines, Jamshedpur- 831007 Telephone: :+91- 0657-2345129/132 Electronic mail address <a href="mailto:spo@nmlindia.org">spo@nmlindia.org</a> / <a href="mailto:anand@nmlindia.org">anand@nmlindia.org</a>
14	GCC 2.43.1	The integrity pact is not to be signed.
15	GCC 2.43.2	The name and contact details of the IEMs are as under: Not applicable

### **Special Terms & Conditions for supply of Medicines**

- 1. Manufacturer must adhere to the specified pack size and quantity mentioned in their Bid.**
- 2. Quotation should be strictly as per our required specification/combination/strength and it should be clearly mentioned in the quotation. Quotation without specification/combination/strength will be summarily rejected.**
- 3. The supply should be from the latest single batch with longer expiry (not less than 2 years for all the medicines except Multivitamins and Electral Powders for which the expiry date should not be less than 1 year.)**
- 4. Quotations from the **manufacturers / Authorised Dealers** shall only be accepted. Manufacturers can indicate their institutional authorized distributors, name region wise to supply the medicine. Authorised dealers must submit their authorization from the manufacturer.**
- 5. Manufacturer shall indicate MRP of the product in the quotation and also submit the Pricelist for supplies to Government Hospitals. Offers received without MRP shall be summarily rejected.**
- 6. In the event of medicines which are found not in conformity with the required expiry period as mentioned in the contract, the same would be replaced by the supplier at their own cost.**
- 7. Package label should indicate:**
  - a) Name & Address of Manufacturer
  - b) Packers or Distributors Name, if any
  - c) Manufacturing License Number
  - d) Date of Manufacturing
  - e) Batch Number
  - f) Date of Expiry
- 8. Wherever quotations are submitted for drug purchase (injection or syrup), if diluents is a part of the product then the same should be included in the bid and supplied.**
- 9. We, request you to upload the Price Bid in PDF format detailing the tendered generic composition, Name of the Drug, Pharmacology Name, Packing, MRP as per special Hospital Rate/Institutional Rate (the MRP which is exclusive of all taxes) and DISCOUNT offered on the MRP along with the net price exclusive of GST and the GST applicable on the specific medicines along with other terms & conditions governing the supply.**
- 10. BOQ SHEET IN EXCEL FORMAT HAS BEEN GIVEN IN THE TENDER IN ORDER TO COMPLY WITH THE WEBSITE REGULATIONS. KINDLY UPLOAD YOUR PRICE BID AS PDF FILE IN THE LETTER HEAD. THE INFORMATION AND PRICES GIVEN IN THE PDF WILL BE TAKEN AS FINAL.**
- 11. The complete delivery must be effected within 30 days of issue of Purchase Order.**
- 12. The bidder must Bid for all the medicines as mentioned in Chapter 4 of this document. Bids which do not indicate all the medicines would be considered unresponsive and would be summarily rejected.**
- 13. L1 will be decided on the basis of FOR Price (CSIR- NML Transit store, Burmamines, Jamshedpur) of all the Medicines exclusive of GST.**
- 14. Manufacturer License No. Must be there in the Manufacturer's authorization Certificate.**
- 15. By submitting a bid for this tender the bidder agrees to ensure to supply genuine medicines only and in case it is later found that the drugs/ medicines supplied are spurious, then action as per rules would be initiated against the supplier.**

**CHAPTER 3**  
**(Schedule of Requirements)**  
**(Removed)**



### Chapter 4

SL. NO	Name of Medicine	Quantity
1	Amoxicillin 250mg Cap	3000 Cap
2	Amoxicillin 500mg Cap	2000 Cap
3	Amoxicillin + Cloxacillin Cap	3000 Cap
4	B-Complex+Vit-C+Zinc Tab	10000 Tab
5	Omeprazole 20mg Cap	10000 Cap
6	Omeprazole+Domperidone Cap	6000 Cap
7	Aceclofenac+Paracetamol Tab	6000 Tab
8	Albendazole 400mg Tab	200 Tab
9	Amlodipine 5mg Tab	15000 Tab
10	Amlodipine 2.5mg Tab	5000 Tab
11	Amoxicillin+Clavulanic Acid Tab	6000 Tab
12	Atenolol 50mg Tab	3000 Tab
13	Atorvastatin 10mg Tab	8000 Tab
14	Azithromycin 250 Tab	1000 Tab
15	Azithromycin 500 Tab	3000 Tab
16	Calcium+VitaminD3 Tab	20000 Tab
17	Cefixime 200mg Tab	2000 Tab
18	Cefixime 100mg Tab	2000 Tab
19	Cefpodoxime Proxetil 200 Tab	2000 Tab
20	Cefuroxime Axetil 500 Tab	2000 Tab
21	Cefuroxime Axetil 250 Tab	2000 Tab
22	Cetirizine 10mg Tab	3000 Tab
23	Cetirizine+Paracetamol+Phenyl Ephedrine Tab	1000 Tab
24	Ciprofloxacin+Tinidazole Tab	500 Tab
25	Diclofenac Sodium 50 Tab	3000 Tab
26	Diclofenac Sodium 100 SR Tab	1000 Tab
27	Dicyclomine+Paracetamol Tab	1000 Tab
28	Glimepiride 1mg Tab	10000 Tab
29	Glimepiride 2mg Tab	10000 Tab
30	Levocetirizine 5mg Tab	2000 Tab
31	Losartan 50 Tab	10000 Tab
32	Losartan 25 Tab	5000 Tab
33	Metformin 500 Tab	30000 Tab
34	Metformin 1gm Tab	10000 Tab
35	Metronidazole 400 Tab	3000 Tab
36	Metronidazole 200 Tab	2000 Tab
37	Albendazole Syp 10ml	50 Ph
38	Norfloxacin+Tinidazole Tab	3000 Tab
39	Ofloxacin+Ornidazole Tab	1500 Tab
40	Pantoprazole 40mg Tab	10000 Tab
41	Paracetamol 500 Tab	10000 Tab
42	Paracetamol 650 Tab	6000 Ph
43	Paracetamol+Diclofenac Sodium	3000 Tab
44	Ranitidine 150mg Tab	15000 Tab
45	Amoxicillin Dry Syp 50mg	50 Ph
46	Cetirizine Syp	200 Ph

47	Dyphenhydramine HCL 14mg+Ammonium Chloride 135 mg+Sodium Citrate 57mg+Menthol 9mg (Each 5ml contain) Syp	600 Ph
48	Domperidone Susp	50 Ph
49	Paracetamol Syp	200 Ph
50	Clotrimazole Oint	500 Tube
51	Diclofenac Gel	500 Tube
52	Povidone Iodine Oint 15gm	200 Tube
53	Povidone Iodine Solution 500ml	30 Ph
54	Diclofenac Sodium Injection	100 Amp
55	Metronidazole Susp	50 Ph
56	Rabeperazole 20 Tab	6000 Tab
57	Ondensatron Syp	50 Ph
58	Promethazine Syp	200 Ph
59	Promethazine Tab	1000 Tab
60	Pheniramine Syp	100 Ph
61	Pheniramine malate Tab	1000 Tab
62	Etophylline + Theophyllin Tab	6000 Tab
63	Diethylcarbamazine 100mg Tab	6000
64	Paracetamol DS Syp	100 Ph
65	Metoprolol 50 mg Tab	10000 Tab
66	Metoprolol 25mg Tab	10000 Tab
67	Nifedipine 20mg @Tab	15000 Tab
68	Nifedipine 10mg @Tab	15000 Tab
69	Cilnidipine 10mg Tab	6000 Tab
70	Telmisartan 40mg+ Chlorothiazide 6.25 mg Tab	10000 Tab
71	Telmisartan 40mg Tab	10000 Tab
72	Gliclazide 30mg Tab	10000 Tab
73	Gliclazide 60mg Tab	6000 Tab
74	Teneligliptin 20mg Tab	3000 Tab
75	Fexofenadine 180mg Tab	1000 Tab
76	Tetanus Toxoid Injection	150 Amp
77	Dicyclamine Injection	20 Amp
78	Ondensatron Injection	30 Amp
79	Pheniramine injection	30 Amp
80	Betamethasone Injection	30 Amp
81	Ibuprofen + Paracetamol Tab	3000 Tab
82	Rosuvastatin 10mg Tab	3000 Tab
83	Clopidogrel 75 mg Tab	6000 Tab
84	Aspirin 75 mg Tab	6000 Tab
85	Bisoprolol 2.5 mg Tab	2000 Tab
86	Nitroglycerin 2.6 mg Tab	5000 Tab
87	Ciprofloxacin 500mg Tab	2000 Tab
88	Ciprofloxacin 250mg Tab	1000 Tab

**CHAPTER 5***Price Schedule Forms*

~~Bidder may fill in the Price Schedule form as per Annexure 5 P or 5 Q, as required. Submission of Bid in any other format will not be accepted.~~

Or

In case of Submission of E-bids through E-tenders - <https://etenders.gov.in/>, price bid should be uploaded as BoQ.xls and PDF Price Schedule.

**Important Note :**

1. The BoQ price filling is mandatory on CPP Portal. The bidder will not have much fields for showing the price break up and other technical details in the BoQ. Therefore, the bidder is requested to give all the details (breakup) in a separate PDF as per Annexure 5P/5Q as applicable .
2. If any price difference is found between BOQ and the PDF Price Schedule, PDF Price Schedule will prevail for price comparison purposes.

## CHAPTER 6

### Qualification Requirements

*(refer to Annexure-4E of the CSIR Manual)*

**Eligibility Criteria: “As per Special Terms & Conditions for supply of Medicines”**

CHAPTER 7  
(Contract Form)  
*(Removed)*

## CHAPTER 8

Other Standard Forms  
(To be enclosed as indicated below)

Table of Contents

Sl. No.	Name	<b>Remarks by bidder</b> Compliance/ Document submitted (Y/N)
01.	Bidder Information Form <b>(to be enclosed with the technical bid)</b>	
02.	Manufacturers' Authorization Form <b>(to be enclosed with the technical bid)</b>	
03.	Bid Securing Declaration. <b>(to be enclosed with the technical bid)</b>	
04.	Deviation Statement Form <b>(to be enclosed with the technical bid)</b>	
05.	Format of declaration of abiding by the code of integrity and conflict of interest to be submitted by the bidder. <b>(to be enclosed with the technical bid)</b>	
06.	Format of Certificate of compliance to MoF, DOE Order No. 6/18/2019-PPD dated 23 <sup>rd</sup> July, 2020 <b>(to be enclosed with the technical bid, if required as per Clause 1.46 of ITB)</b>	
07.	Format for Self - declaration by the Bidder for local content (%) <b>(to be enclosed with the technical bid)</b>	
08.	Price Schedule Form For Goods Being Offered From India Or For Goods Manufactured Abroad But Quoted In INR <b>to be enclosed with the priced bid)</b>	

**Bidder Information Form**  
(Refer para 5.1.2 (ix)(a) of the CSIR Manual)

- (a) The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted. This should be done of the letter head of the firm]

Date: [insert date (as day, month and year) of Bid Submission] Tender No.: [insert number from invitation for bids]

Page 1 of \_\_\_\_\_ pages

01.	Bidder's Legal Name [insert Bidder's legal name]
02.	In case of JV, legal name of each party: [insert legal name of each party in JV]
03.	Bidder's actual or intended Country of Registration: [insert actual or intended Country of Registration]
04.	Bidder's Year of Registration: [insert Bidder's year of registration]
05.	Bidder's Legal Address in Country of Registration: [insert Bidder's legal address in country of registration]
06.	Bidder's Authorized Representative Information Name: [insert Authorized Representative's name] Address: [insert Authorized Representative's Address] Telephone/Fax numbers: [insert Authorized Representative's telephone/fax numbers] Email Address: [insert Authorized Representative's email address]
07.	Attached are copies of original documents of: [check the box(es) of the attached original documents] Articles of Incorporation or Registration of firm named in 1, above.

Signature of Bidder \_\_\_\_\_

Name \_\_\_\_\_

Business Address \_\_\_\_\_

## Annexure-5D

MANUFACTURERS' AUTHORIZATION FORM  
(Refer para 5.1.2 (ix)(b) of the CSIR Manual)

*[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer and be enclosed with the technical bid.]*

Date: *[insert date (as day, month and year) of Bid Submission]*

Tender No.: *[insert number from Invitation for Bids]* To: *[insert complete*

*name and address of Purchaser]* WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of goods manufactured]*, having factories at *[insert full address of Manufacturer's factories]*, do hereby authorize *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 2.21 of the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Duly authorized to sign this Authorization on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*



**Bid-Securing Declaration Form**  
*(Refer para 5.1.2 (ix)(d) & 6.1.1 (02) of the CSIR Manual)*

Date: \_\_\_\_\_  
 Bid No. \_\_\_\_\_

To (insert complete name and address of the purchaser) I/We. The undersigned,

declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing he Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of : (insert complete name of Bidder) Dated on \_\_\_\_\_ day of

\_\_\_\_\_ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

## Annexure-5H

**DEVIATION STATEMENT FORM**  
*(Refer para 5.1.2 (ix)(f) of the CSIR Manual)*

Sl.No.	Name of Specifications / Parts / Accessories of Tender Enquiry	Specifications of Quote Model / Part /Accessory	Compliance Whether Yes of No	Deviation, if any to be indicated in unambiguous terms (The compliance / Deviation should be supported by relevant Technical Literature)	Technical justification for the deviation, if any. If specification is superior /inferior than asked for in the enquiry, it should be clearly brought out in the justification

Signature of Bidder

- ✓ If the bidder offers more than one model, then the Compliance Statement must be enclosed for each and every model separately.
- ✓ The technical and commercial deviations should be indicated separately.
- ✓ If the bidder fails to enclose the compliance statement, his bid is likely to be rejected.

Place:

Date:

Signature and seal of the Manufacturer/Bidder

NOTE:

- 1) Where there is no deviation, the statement should be returned duly signed with an endorsement indicating "No Deviations".

## Annexure-5'0'

Format for declaration by the Bidder for Code of Integrity & conflict of interest  
(Refer para 3.2.1,3.2.3 & 5.1.2 (ix)(m) of the CSIR Manual)

(On the Letter Head of the Bidder)

Ref. No: \_\_\_\_\_

Date \_\_\_\_\_

To,

\_\_\_\_\_  
 \_\_\_\_\_

(Name & address of the Purchaser)

Sir, With reference to your Tender No. \_\_\_\_\_ dated \_\_\_\_\_ I/We

hereby declare that we shall abide by the Code of Integrity for Public Procurement as mentioned under Para 1.3 of ITB of your Tender document and have no conflict of interest.

The details of any previous transgressions of the code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity including the CSIR labs/Institutes are as under:

- a
- b
- c

We undertake that we shall be liable for any punitive action in case of transgression/ contravention of this code.

Thanking you,

Yours sincerely,

Signature  
 (Name of the Authorized Signatory)  
 Company Seal

**Annexure-5P**

**Certificate of compliance to MoF, DOE Order No. 6/18/2019-PPD dated 23<sup>rd</sup> July, 2020**

(Refer to ITB Clause 1.46)

I Have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India, I certify that this bidder...M/s..... is not from such country, has been registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered.

[ Where applicable, evidence of valid registration by the Competent Authority shall be attached]

Yours sincerely,

Signature  
(Name of the Authorized Signatory)  
Company Seal

**N.B -In case of partnership or consortium this form needs to be filled by each partner separately.**

Annexure-5Q

**Format for Self - declaration by the Bidder for local content (%)**  
**[For the tenders below Rupees 10 crores]**  
**(on letter head)**

Dear Sir/Madam,

We M/s....., Address :....., GSTIN : .....

Declare that we are the supplier Class I / Class II local supplier [ kindly keep only one ] with local content (%). ..... [kindly mention percentage (%) here] and the details of place/s of value addition is/are as follows -

Place of value addition -

(1)Address -.....

.....

(2)Address -.....

.....

.....

Yours sincerely

Signature .....

Name .....

Designation.....

Name of the firm.....

Date .....

(SEAL AND STAMP)

**Kindly note :**

**As per OM no. No. P-45021/102/2019-PP(BE-II)(E-29930) Dated 26.11.2020, Ministry of Commerce and Industry, Government of India, that bidders offering imported products will fall under the category of Non-local suppliers. They can't claim themselves as Class-I local supplier/class-II local supplier by claiming profit, warehousing, marketing, logistics, freight etc as local value addition.**

















84.	Aspirin 75 mg Tab	6000 Tab									
85.	Bisoprolol 2.5 mg Tab	2000 Tab									
86.	Nitroglycerin 2.6 mg Tab	5000 Tab									
87.	Ciprofloxacin 500mg Tab	2000 Tab									
88.	Ciprofloxacin 250mg Tab	1000 Tab									
	<b>Total</b>										

Note:

FOR Bid price (Exclusive of GST) in Indian currency \_\_\_\_\_  
in words \_\_\_\_\_

Signature of Bidder \_\_\_\_\_

Name \_\_\_\_\_

Business Address \_\_\_\_\_

