

**NOTICE INVITING TENDER FOR PURCHASE OF ADVANCED
ACTOPHOTOMETER FOR PHARMACOLOGY & TOXICOLOGY
LABORATORY**



NIPER, HAJIPUR

National Institute of Pharmaceutical Education & Research (NIPER)
E.P.I. P. Campus, Industrial Area
HAJIPUR – 844 102
Bihar, India

Website: www.niperhajipur.ac.in

CPP Portal Website: www.eprocure.gov.in

Telephone (office): (+) 91-6224-277224, 25, 26, 29.

Fax (office): (+) 91-6224-27725

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NIPER, HAJIPUR

National Institute of Pharmaceutical Education and Research
Hajipur - 844 102 Website: www.niperhajipur.ac.in

Notice Inviting for Purchase of Advanced Actophotometer for Pharmacology & Toxicology Laboratory

Ref.: NIPER-HJP/P&T/307/2019

Date: 28.08.2019

National Institute of Pharmaceutical Education & Research (NIPER), Hajipur invites sealed tender in two-bid system for purchase of Equipments & Instruments for Pharmacology & Toxicology Laboratory from prosperous bidders as per technical specifications specified in the tender documents available on the Institute's website: www.niperhajipur.ac.in and CPP website www.eprocure.gov.in, which can be downloaded. It can also be obtained from the Institute by paying non-refundable bank DD for Rs.1000=00 (one thousand) in favour of "NIPER-Hajipur" payable at Hajipur, as tender fee.

The tender may be submitted through Indian Postal Services (Registered Post / Speed Post) or personally in the drop box (tender box). The drop box is placed in the office of the NIPER-Hajipur. The bid document complete in all respect should reach to the Registrar I.C., at Institutes address on or before the last date and time.

The last date for submission of tender by hand or should reach us by any other suitable means (Indian Speed Post) is **19/09/2019 till 4:00 PM**. The complete postal address of the Institution is given below:

The Registrar I.C.

National Institute of Pharmaceutical Education & Research (NIPER)

E.P.I. P. Campus, Industrial Area

HAJIPUR – 844 102

Bihar, India

Email: nipper.hajipur2007@gmail.com

Institute website: www.niperhajipur.ac.in

Telephone (office): (+) 91-6224-277224, 25, 26, 29.



NIPER, HAJIPUR

National Institute of Pharmaceutical Education and Research
Hajipur - 844 102 Website: www.niperhajipur.ac.in

SCHEDULE

Tender: Notice Inviting for Purchase of Advanced Actophotometer for Pharmacology & Toxicology Laboratory.

Ref.: NIPER-HJP/P&T/307/2019

Date: 28.08.19

S. No.	Date	Activity
1.	29.08.2019	Advertisement Notice / Bid publication date
2.	05.09.2019	Pre-bid meeting
3.	09.09.2019	Queries submission
4.	13.09.2019	Reply to queries
5.	-	Corrigendum / Addendum, if required
6.	30.08.2019	Start of receipt of tender document
7.	19.09.2019	Last date for submission of bids
7.	23.09.2019	Opening of technical bid
8.	25.09.2019	Information of qualified bidders on Institute website
9.	27.09.2019	Opening of financial bid

SECTION 1: INVITATION FOR BIDS	
Tender Notice No.	: NIPER-HJP/P&T/307/2019
Tender Date	: 29.08.2019
Item Description	: For purchase of Advanced Actophotometer for Pharmacology & Toxicology Laboratory.
Tender fee	: Rs. 1000=00 (one thousand), non-refundable, in the form of Demand Draft in favour of "Director, NIPER, Hajipur" payable at Hajipur be submitted in the Envelop No. 1 – Technical Bid".
Pre- Bid Meeting Date & Time	: 05.09.2019, 4:00 P.M.
Pre-Bid Meeting Place	: Administrative Building, NIPER, E.P.I.P. Campus, Industrial Area, Hajipur – 844102, Vaishali, Bihar
Last date & time of submission of Tender	: 19.09.2019 till 4:00 P.M.
Place of Submission of Bids	: Administrative Building, NIPER, E.P.I.P. Campus, Industrial Area, Hajipur – 844102, Vaishali, Bihar
Submission of Bids	: Two Bid System: The two bid system will be followed for this tender. In this system, the bidder must submit their offer in separate sealed envelopes as – Technical Bid and Price Bid . Both the Technical Bid and Price Bid envelopes should be clearly marked as " Envelope No. 1 – Technical Bid " and " Envelope No. 2 – Price Bid " and both these sealed envelopes are to be placed in a bigger envelop, which should also be sealed and duly super-scribed with our Tender No. NIPER-HJP/P&T/201/2019 dated: 17.05.2019 submitted at as mentioned in the Tender Document.
Opening Date & Time of tender	: 29.09.2019 at 4:00 P.M.
Place of Opening Tender	: Administrative Building, NIPER, E.P.I.P. Campus, Industrial Area, Hajipur – 844102, Vaishali, Bihar
Earnest Money Deposit	: Earnest Money Deposit (EMD) as indicated against the description of items, in the form of Demand Draft in favour of "Director, NIPER, Hajipur" payable at Hajipur be submitted in the Envelop No. 1 – Technical Bid". This is refundable.
For any clarification / assistance	: Name: Dr. D. Mandal Email: debabrataman@gmail.com Mobile Phone No.: 8335996348

SECTION 2: ELIGIBILITY CRITERIA

- 2.1. The Bidder should have an existence of firm for a minimum period of 5 (five) years - attested copy of Certificate of Incorporation/Registration Certificate of the firms. **Copy to be enclosed.**
- 2.2. Attested copy of deed of partnership, if the firm is a partnership concern/ Memorandum and Articles of Association duly certified in case of Company. **Copy to be enclosed.**
- 2.3. If bidder is local dealer / distributor / stockist, it is mandatory to attach Authorisation Certificate along with the bid. **Copy to be enclosed.**
- 2.4. Attested copy of the PAN CARD of the firm is to be submitted. **Copy to be enclosed.**
- 2.5. It is mandatory for bidders to have GST registration no. and should submit duly filled Bidders Information along with the Tender. **Annexure-1.**
- 2.6. The Bidders must not have any antecedents of being blacklisted / suspended or any service related dispute with any organisation / Govt. Organisations / Semi-Government organization / Banks in India or outside India. **Annexure-2.**
- 2.7. The Bidders should have minimum Annual Business Turnover of minimum 50 lakhs in the preceding (last) two financial years i.e. 2016-17 & 2017-18. **Annexure 3. Copy of Audited Annual Accounts for the last two years to be enclosed.**
- 2.8. The Bidders should have submitted / filed ITR for preceding (last) two years i.e. A.Y. 2016-17 & A.Y. 2017-18. **Annexure-3. Copy of filed Acknowledgments to be enclosed.**
- 2.9. The bidders should have experience of supplying to the Government organisation / Autonomous bodies. Rate Contract copy or copy of work orders of values atleast amounting to Rs. 10,00,000=00 (ten lakhs) during the last 3 (three) years with the Government organisation / Autonomous bodies and work completion certificate for the same should also be enclosed. Details to be mentioned in **Annexure – 4. Client experience details to be enclosed.**
- 2.10. The bidders should submit Undertaking. **Annexure 5.**

SECTION 3: INSTRUCTIONS TO BIDDERS

3.1. Submission of Offer

- 3.1.1. Tender **MUST BE ENCLOSED IN A SEALED COVER** super scribing Tender number / due date, & should reach the undersigned as mentioned in the tender notice by hand or should reach us by any other means (Indian Speed Post) on or before due date and time. If the quotation cover is not sealed, it will be rejected.
- 3.1.2. Tender should be dropped in the tender box kept in the Administrative Office, NIPER-Hajipur, E.P.I.P Campus, Industrial Area, Hajipur-844102, Bihar. No tender is to be handed over to any staff of the Institution. All communications are to be addressed to the undersigned only. In case, due date happens to be holiday or for any reasons, the Institution remains closed, then the Tender will be accepted on the next working day by hand or by Indian Speed Post.
- 3.1.3. Tender can be submitted in person or through post. The Institute shall not be responsible for any postal delays or any other reason for not submitting the bid in the specified time. Delay in submission of bid shall result in disqualification / rejection of the bid.
- 3.1.4. Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him / her liable to be debarred from tendering / taking up of work in NIPER, Hajipur.
- 3.1.5. Any bidder currently engaged in litigation with other Organizations, must inform their status in writing.

3.2. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its Bid. The Purchaser shall not be responsible or liable for these costs regardless of the conduct or outcome of the bidding process.

3.3. Amendment of Bidding Documents

- 3.3.1. At any time prior to the deadline for submission of bids, NIPER, Hajipur may, for any reason, whether on its own initiative or in response to the clarification request by a prospective BIDDER may modify the bid document.
- 3.3.2. All prospective BIDDERS who have downloaded the bidding document may visit website of NIPER, Hajipur-844102 from time to time for amendments / modifications which will be binding on them.

3.4. Bid Opening Process

- 3.4.1. In two envelop / cover / bid system, the Technical Bid will be opened as per schedule. Bidders are invited to present during the bid opening process.
- 3.4.2. Financial bids of only those bidders, whose bids are found technically qualified, by the Technical Evaluation Committee, will be opened. Bidders are invited to be present during the opening of financial bid.
- 3.4.3. Only one authorized representative of the bidder would be permitted to present at the time of aforementioned opening of the bids.
- 3.4.4. The authorized representative of bidders, present at the time of opening of the bids shall be required to sign an attendance register as a proof of having attended the Price bid opening.

3.5. Cancellation of Tender

- 3.5.1. Notwithstanding anything specified in this tender document, Purchaser / NIPER-Hajipur in its sole discretion, unconditionally and without assigning any reason, reserves the rights to:

- [i] Accept OR reject lowest tender or any other tender or all the tenders.
- [ii] Accept any tender in full or in part.
- [iii] Reject the tender offer not confirming to the tenders terms.

- 3.5.2. Offer which deviates from the vital conditions (as illustrates below) of the tender shall be rejected: To give purchase preference to Public Sector undertakings when applicable as per Govt. Policy/ Guidelines.

- [i] Non-submission of complete offers.
- [ii] Receipt of offers after due date and time and or by email / fax (unless specified otherwise).
- [iii] Receipt of offers / bids in open conditions i.e., unsealed / poorly sealed conditions.
- [iv] Conditional Tenders and Unsigned Tenders.
- [v] When effective competition is lacking.
- [vi] When all bids and proposals are not substantially responsive to the requirements of the Procurement documents.
- [vii] When the bids' / proposals' prices are substantially higher than the updated cost estimate or available budget.
- [viii] When none of the technical bids meets the minimum technical score.

If the quality of product and service provided is not found satisfactory, NIPER-Hajipur reserves the right to cancel or amend any of the conditions of Contract.

3.6. Late Tenders

- [i] NIPER-Hajipur will not be responsible.
- [ii] For delayed / late tender submitted / sent by post / courier etc.
- [iii] For submission / delivery of quotations at wrong places other than the mentioned in the tender.
- [iv] Fax / E-mail / Telegraphic / Telex tenders will not be considered.
- [v] Any bid inadvertently received by NIPER-Hajipur after the deadline i.e. due date & time for submission of bids, will not be accepted and returned unopened to the BIDDER, without any prejudice by hand / speed post / courier services.

3.7. Validity of the Offer

180 days from the date of opening of the Technical bid.

3.8. Transfer and Sub-letting

The bidder shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Purchaser.

3.9. Financial Evaluation

The financial bids of only those bidders shall be opened who have been found to be technically eligible. The financial bids shall be opened in presence of representatives of technically eligible bidders, who may like to be present. The Institute shall inform the date, place and time for opening of financial bid.

3.10. Deadline for Submission of Bids

Bids must be received by NIPER, Hajipur-844102 before the due date and time at the address specified in the tender document. In the event of the specified date for the submission of bids being declared as a holiday or for any reasons, remains closed for NIPER-Hajipur the bid-closing deadline will stand extended to the next working day up to the same time without any further notice.

SECTION 4: DESCRIPTION OF ADVANCED ACTOPHOTOMETER WITH THEIR TECHNICAL SPECIFICATIONS					
S. No.	Particulars of items with full specification	Quantity	Estimated Cost	Earnest Money Deposit (EMD) in ₹	PBG In ₹
1.	Advanced Actophotometer	01 No	280000.00	14000.00	28000.00
** Specification**					
1.	Advanced Actophotometer				
	<ul style="list-style-type: none"> • Maintenance free advanced compact grid portable system. • 16/32 IR (Photo Cell) source on both X and Y axis grid model. • Recording capacity (at least 4 digits) of stereotypic counts, immobile time count and ambulatory activity over a long period of time. • Software system to record and analyses data. • 1 Year Warranty 				

SECTION 5: TERMS & CONDITIONS OF CONTRACT

5.1. General

- 5.1.1.** EMD as indicated against the item description in the form of Demand Draft in the favour of 'Director, NIPER, Hajipur', payable at Hajipur to be submitted in Technical Bid. **If it's not found in Technical Bid, submitted bid will be Rejected.**
- 5.1.2.** EMD should remain valid for a period of 03 (three) months. EMD of unsuccessful bidders will be returned within 30 days after the award of the contract.
- 5.1.3** For successful bidder, EMD will be converted to Security Deposit and will be retained with NIPER, Hajipur till the expiry / termination of rate contract without interest. The Security Deposit will be returned after satisfactory performance of the work and on completion of all obligations under the Contract terms.
- 5.1.4.** EMD of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or derogates from the tender in any respect within the period of validity of its tender. Further, if the successful tenderer fails to furnish the required performance security within the specified period, its EMD will be forfeited.
- 5.1.5.** Withdrawal is not allowed after submission of tender. EMD of the successful bidders who fails to honour the exceptions of work order with prescribed terms and conditions shall stand forfeited. No representation in this regard shall be entertained by the Institute.
- 5.1.6.** No interest will be payable by NIPER-Hajipur on the EMD / PBG.
- 5.1.7.** The rate should be quoted on F.O.R. NIPER-Hajipur inclusive installation charges, fixing, packing, forwarding, freight, insurance, loading-unloading, and all other incidental charges, if any.
- 5.1.8.** The rate should be quoted both in figures and words in Indian Rupees and

legibly written without any over-writings or cuttings. In case of any discrepancy between rates in figures and that in words, the rate in words will be accepted as correct.

5.1.9. No escalation in respect of materials, labour, duties, freight etc. will be allowed in any shape.

5.1.10. Duty and Tax: GST and any other taxes (if any) should be quoted separately.

5.2 Quality & Specification of the Stores

5.2.1 The goods offered should strictly conform to the required specifications and Technical details as specified in the tender notice.

5.2.2 Supplier will manage for road permit, if needed.

5.3. Delivery and installation

In view of the emergency requirement, the supply / installation should be done immediately on placement of purchase order.

5.4. The equipments are required to be delivered within 30 days from the date of issue of purchase order.

5.5. The Agency shall abide by all the statutory laws, rules and regulation of the State Govt. / Central Govt. as per jurisdiction.

5.6. During the agreement period, all safety measures must be taken care of by the agency. Any safety hazard occurring during the delivery period shall be the sole responsibility of the Agency. The Institute shall in no way be liable for any such incident occurring during or in connection with the contract.

5.7. NIPER-Hajipur reserves the right to relax the eligibility criteria given in the tender document for award contract in the best interest of the Institute.

5.8. The materials so supplied will have to be of high quality & grade and in the event if chemicals are found to be of inferior quality, the supplier is liable to be banned or suspended from doing business in NIPER-Hajipur.

5.9. Mere submission of application / proposal does not imply acceptance of the same at this end. The firms will be enlisted only after meeting the laid down qualifying parameters for which decision of NIPER-Hajipur shall be final and binding on the parties.

5.10. If the quality of product and service provided is not found satisfactory, NIPER-Hajipur reserves the right to cancel or amend the contract. We may remove or add any suppliers during the contract without prior notice.

5.11. The Institute rules shall be binding for execution of the contract. Further, in case of any dispute arising out of or in connection with the aforesaid contract either during subsistence of the contract or thereafter, the Director of NIPER-Hajipur the sole arbitrator to decide the same or his decision is final and binding on both the parties.

5.12. Prices

5.12.1. Bid Prices **must be submitted in enclosed price bid form only.**

5.12.2. If the price is not quoted in **Price Bid Form** provided in tender document then, NIPER-Hajipur will reject the bid along with forfeiting Earnest Money Deposit (EMD). If supplier wishes to give pricing details may be attached in

separate sheet.

5.12.3. The supplier shall pay and bear all other liabilities, taxes and duties not specifically agreed by the Purchaser in the contract.

5.12.4. GST will be as applicable.

5.13. Terms of Payment

5.13.1. Payment within 30 days from the date of delivery and Acceptance Certificate of concerned Department / Section / Materials Management Division. **No advance payment will be made for the supplies.** No Bill for part payment will be entertained. No payment will be made for unsatisfactory supply.

5.13.2. Payment shall be made through PFMS / RTGS / Electronic fund transfer offered by the Bank.

5.14. Delivery Schedule

5.14.1. Free delivery at NIPER-Hajipur within 30 days from the date of receipt of Purchase Order.

5.14.2. Non-availability of the stock should be informed in writing immediately. No part-supply will be allowed. But may be allowed on genuine cases, on written request only.

5.14.3. Defective items or items not as per given brands or specifications, if any, supplied must be taken back, and be replaced with no additional cost.

5.14.4. Delivery of consumables within 24 hours up to 5.00 pm of the next day, unless delay is specified while taking order.

5.14.5. Bidders registered with any of the following agencies / bodies as per Public procurement policy for Micro & Small Enterprises (MSE) Order 2012 are exempted categories from payment of EMD provided that the registration certificate issued by any one of these below mentioned agencies must be valid as on close date of tender. Micro Small or Medium Enterprises who have applied for registration or renewal of registration with any of these agencies / bodies but have not obtained the valid certificate as on close date of tender are not eligible for exemption.

[i] Khadi and Village Industries Commission (KVIC)

[ii] National Small Industries Corporation (NSIC)

[iii] Any other body specified by Ministry of MSME / GOI

5.15. Penalty/ Liquidated Damages

5.15.1. Timely delivery is essence of the contract and hence if any consignment is delayed, liquidated damages at the rate 0.5% of the price of the delayed

consignment, for each week or part whereof shall be levied and recovered subject to maximum of 10% of total purchase order value.

- 5.15.2.** NIPER, Hajipur reserves the right to cancel the order in case the delay is more than 8 weeks. Penalties if any will be recovered by forfeiting security deposit at vendor's cost and risks.

5.16. Force Majeure

If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as Civil disturbance, riots, strikes, tempest, acts of God etc., which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract. Force Majeure will be accepted on adequate proof thereof.

- 5.17. Legal matter: Jurisdiction of District court Vaishali, Hajipur only.**

In the event of any dispute over this contract, decision of NIPER-Hajipur shall be final and binding.

5.18. Appointment of Local Dealer/Stockiest

- 5.18.1.** The Open Equipment Manufacturers (OEMs) / principals offering the Tender may furnish the name and address of their local distributor / dealers, for expeditious supply for which OEM may endorse their local agents. In such cases, where local dealers / stockiest has been nominated by the principle, the bill raised by them against our purchase order will be accepted.

- 5.18.2.** Any addition and deletion of dealership / distributorship shall be intimated to the undersigned immediately on authorization of new party.

5.19. Taxes & Duties

As per Govt. of India Notification No. 51/96 Custom dated 23rd July 1996, NIPER Hajipur is exempted from Custom duty and IGST (substituted under Notification No. 43/2017 dated 30th June 2017) for all research equipment. We shall provide all the documents under this notification to enable you to clear the goods without payment of Custom duty, whenever required. Please state clearly that this certificate is required.

SECTION 6: PRICE BID

Ref.: NIPER-HJP/P&T/201/2019

Date:

Sl. No.	Description	Qty	Rate	GST	Insurance DUTY	Any Taxes (if any)	Other (if any)	Total Amount in ₹
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								

Total Amount in ₹ (in words)

Signature of authorized person
Full Name of Signatory: _____

Designation of Signatory: _____

Seal of Agency / Firm

Place :

Date :

SECTION 6: ANNEXURE 1 : BIDDER'S INFORMATION**(On Company / Firm's Letterhead)**

1.	Name of the Bidder	:	
2.	Registered office / shop address of the Bidder	:	
3.	Details of the Incorporation/Shop Establishment License of the Company	:	Registration No.
4.	Valid GST Registration No.	:	
5.	Permanent Account No. (PAN)	:	
6.	Name & Designation of the Contact person to whom all references shall be made regarding this tender.	:	
7.	Address for Communication	:	
8.	Email Address of the contact person	:	
9.	Telephone No. (with STD Code) / Mob. No.	:	
10.	Fax No. (with STD Code)	:	
11.	Type of Bidder (Tick the relevant)		
	[i] Manufacturer	:	
	[ii] Stockist / Chemicals	:	
12.	Name & Address of the Local Authorised Dealer / Distributors / Stockist (if applicable)		
	[i] Valid GST Registration No.	:	
	[ii] Permanent Account No. (PAN)	:	

SECTION 6: ANNEXURE 2: DECLARATION REGARDING CLEAN TRACK**(On Company / Firm's Letterhead)****Date:**

To,

The Director
National Institute of Pharmaceutical Education &
Research (NIPER)
E.P.I. P. Campus, Industrial Area
HAJIPUR – 844 102, Bihar, India

Ref. NIPER-HJP/P&T/307/2019 dated 28.08.2019 for "Purchase of Equipments / Instruments for Pharmacology & Toxicology Lab."

Sir / Madam,

I/we carefully gone through the Terms & Conditions contained in the above referred Tender. I/we hereby declare that my company / firm is not currently debarred / black listed / convicted by any Government / Semi Government Organizations / Institutions in India or abroad. I/we further certify that I'm competent officer in my company / firm to make this declaration.

Or

I/we declare the following

S. No.	Country in which the company is debarred / blacklisted / case is pending	Black listed / debarred by Govt. / Semi Govt. Organizations / Institutions	Reason	Since when & for how long
1.				

Note: In case the company / firm was blacklisted previously, please provide the details regarding Period for which the company / firm was blacklisted and the reason(s) for the same.

Yours faithfully,

(Signature of the bidder with date and name)

Company Name

Designation

Seal

SECTION 6: ANNEXURE 3: DECLARATION REGARDING ANNUAL TURNOVER

(On Company / Firm's Letterhead)

To,

Date:

The Director
National Institute of Pharmaceutical Education &
Research (NIPER)
E.P.I. P. Campus, Industrial Area
HAJIPUR – 844 102, Bihar, India

Ref. NIPER-HJP/P&T/307/2019 dated 28.08.2019 for **“Purchase of Advanced Actophotometer for Pharmacology & Toxicology Lab.”**

Sir,

[1] I/we hereby declare that, our firm's Annual Turnover and I/we have also supported an Audited Accounts for your references:

FY 2016 – 17	FY 2017 – 18

[2] I/we hereby declare that, our firm had filed Income Tax Returns for last two years i.e. FY 2017-18 & 2018-19. Supported by copy of ITR of two years.

Yours faithfully,

(Signature of the bidder with date and name)

Company Name

Designation

Seal

Business Address:

SECTION 6: ANNEXURE 4: CLIENT EXPERIENCE DETAILS**(On Company / Firm's Letterhead)****To,****Date:**

The Director
 National Institute of Pharmaceutical Education &
 Research (NIPER)
 E.P.I. P. Campus, Industrial Area
 HAJIPUR – 844 102, Bihar, India

Ref. NIPER-HJP/P&T/307/2019 dated 28.08.2019 for "Purchase of Advanced Actophotometer for Pharmacology & Toxicology Lab."

Sir,

Brief particulars of the similar work done in government institutions:
 (Please attach copy of work orders)

S. No.	Order placed by (full address of Client)	Order No. & Date	Item Description	Value of the Order	Date of Completion of Contract	Contact person along with Tel. No. & Email address
1.						
2.						
3.						

Yours faithfully,

(Signature of the bidder with date)

Printed Name

Company Name

Designation

Seal

Business Address:

Enclosure: As above.

SECTION 6: ANNEXURE 5: UNDERTAKING

(On Company / Firm's Letterhead)

1. We hereby declare that all the particulars given in this Tender are true and complete to the best of our knowledge and belief and we will produce all the relevant documents promptly, if necessary or as and when asked by NIPER-Hajipur.
2. We have read and understood all the Terms and Conditions of Tender and we fully agree to it.
3. We also undertake that all the terms - such as Product Range, Price, Discount, Delivery/other charges, Terms of payment and also the name/s of the Dealer/Distributor will remain unchanged during the period and no alteration will be done without your official approval.
4. However, we will Promptly change our distributor / supplier if a request/complaint is received from your end with regard to this effect due to any reason.

(Signature of the bidder with date)

Printed Name

Designation

Seal

Business Address:

SECTION 7: CHECKLIST

The following items must be checked before the Bid is submitted:

1.	ENVELOPE – 1 : “TECHNICAL BID”	
1.1.	Demand Draft for Rs. 1,000=00 (one thousand) towards Tender documents and processing (non-refundable)	
1.2.	Demand Draft towards Earnest Money Deposit	
1.3.	Eligibility Criteria Responses (each page duly sealed and signed by the authorized signatory)	
1.4.	Copy of this Tender document duly sealed and signed by the authorized signatory on every pages.	
1.5.	Annexure 1 : Bidder's Information	
1.6.	Annexure 2 : Declaration Regarding Clean Track by Bidder	
1.7.	Annexure 3 : Declaration of Annual Turnover and Income Tax Return	
1.8.	Annexure 4 : Client's Experience Details	
1.9.	Annexure 5 : Undertaking	
2.	ENVELOPE - 2 : “PRICE BID”	
2.1.	Price Bid	
<p>Note: Your quotation must be submitted in two envelopes Technical Bid (Envelope 1) and Price Bid (Envelope 2) super scribing on both the envelopes the Tender No. and the due date and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super-scribed with our Tender No. NIPER-HJP/P&T/307/2019 & due Date.</p>		