

**OFFICE OF THE JOINT DIRECTOR, ANIMAL DISEASE RESEARCH INSTITUTE,
PHULNAKHARA, CUTTACK**

(Tender Notice No. 1020 ///ADRI Date 20.04.2016)

Sealed tenders / offers are invited through Courier / speed post / in person by the undersigned from authorized distributors / suppliers for supply of “**Brucella abortus Antibody Detection ELISA Kit (IDEXX Make) & Avian Influenza Virus Antibody Detection ELISA Kit (BIONOTE /ANIGEN Make)**” for use in the laboratories of ADRI, Phulnakhara for Animal Disease Surveillance work as per the specification given below.

Specification:

Sl. No.	Name of the Items	Make	Specification	Quantity of requirement
1	Brucella abortus Antibody Detection ELISA Kit	IDEXX	1 Box (10 x 96 wells)	2 Boxes or more as per availability of funds
2	Avian Influenza Virus Antibody Detection ELISA Kit	BIONOTE/ ANIGEN	1 Box (480 wells)	1 Box or more as per availability of funds

Sale of Tender Forms:

Tender form are obtainable from the office of the under signed on payment of Rs.636/- (Rupees six hundred thirty six only) i.e. cost of tender form Rs.600/- + VAT @ 6% as per the codal provisions of the State of Odisha. The money receipt in respect of cost of tender paper should be enclosed in original along with the tender documents. The tender documents can also be downloaded from website www.orissaahvs.com and the cost of tender document of Rs. 636/- should be paid by attaching a bank draft from any nationalized bank which is non refundable in favour of **Joint Director, Animal Disease Research Institute, Phulnakhara, Cuttack** payable at State Bank of India, Link Road, Cuttack.

The tender document may be obtained from 11.00 am to 5.00 pm on all working days as per the notified date and time schedule.

The Joint Director, ADRI, Phulnakhara, Cuttack has got the right to reduce or enhance the quantity of purchase keeping in view the requirement and availability of funds.

The expiry date of the procured item shall be 18 months minimum from the date of supply.

The sealed tender / offer documents complete in all respect shall be put inside a sealed box kept in the premises / custody of Joint Director, ADRI, Phulnakhara along with the requisite documents.

The Date and time for opening of the offer document shall be as per the following schedule –

Last date & time for sale of tender documents	12.05.2016 upto 2 P.M.
Last date & time for receipt of tender	12.05.2016 at 5 P.M.
Date and time of opening of tender	Tech Bid-13.05.2016 at 11.30 A.M. Financial bid 13.05.2016 at 3.30 P.M. Venue – Office of Joint Director, ADRI, Phulnakhara

TERMS AND CONDITIONS OF TENDER

A. ELIGIBILITY

1. The tenderers should be reliable suppliers and to gustily their reliability they should have 3 years past experience in supply of Vety. Medicines / chemicals and reagents to Govt. of Odisha Organizations / Public Sector Undertakings.
2. The tenderer should be an eligible supplier / firm having valid TIN with VAT clearance in Form – 612 and PAN Card.
3. The tenderer should be a financially sound firm who will supply the items in time without awaiting immediate payment which may be delayed due to unavoidable circumstances.
4. The Tendering Firm must have not been blacklisted by any Govt. Offices / Govt. undertakings Organisations. In case it is detected later on that the participant firm is a blacklisted one, the tender submitted by such tenderer will be rejected forthwith and Earnest Money and or Security Deposit will be forfeited to Government in addition to other legal action which may be deemed fit and proper. The tenderer should submit a declaration in this regard.

B. For submission of Tender

Sealed covers containing the tender in the prescribed from should be in two sealed covers Cover – A (Technical Bid) and Cover – B (Price Bid) as indicated below. Both the covers should be put into a third cover, which should be super scribed as “Tender for supply of ELISA Kits”.

Technical Bid (Cover –A)

1. The tenderer should submit the offer for Technical Bid in a sealed cover separately.
2. Refundable earnest money deposit (EMD) in shape of D.D. drawn in any Nationalized Bank in favour of Joint Director, Animal Disease Research Institute, Phulnakhara, Cuttack.
3. Copy of VAT Clearance Certificate, PAN Card and M.R. towards purchase of tender papers are to be enclosed with the tender documents.
4. All the documents as required of this Tender shall be enclosed to the Technical Bid by the Tenderer alongwith the information in the prescribed format as enclosed vide Annexure – I, III & IV.

Original certificate of above mentioned documents must be presented during verification.

Price Bid (Cover-B)

The tenderer should quote the price and specification of each items in separate sealed cover in the prescribed format as enclosed vide Annexure – II.

If the tenderer does not qualify himself in the Technical Bid, the Price Bid will not be entertained though he might have offered lowest rate.

C. DEPOSIT OF EARNEST MONEY

The tenderer is required to deposit an amount of Rs.5000/- (Rupees five thousand only) as earnest money deposit (EMD) in shape of Bank Draft drawn in any Nationalized Bank in favour of Joint Director, Animal Disease Research Institute, Phulnakhara, Cuttack- 754001 on following terms and conditions.

- I. The tenderers shall not be entitled to any interest on the Earnest Money.
- II. The Earnest Money deposited by unsuccessful tenderers will be refunded as early as possible after the tenders are finalised.
- III. Earnest Money deposited by the successful tenderer shall be retained and will be returned after the rate contract period.
- IV. The EMD will be forfeited if the tenderer withdraws from the tender or does not accept the approved list or does not complete the supply in time or within the stipulated time as per the terms and conditions of tender or the product supplied is proved to be of substandard quality.

D. RIGHT OF ACCEPTANCE / REJECTION OF TENDER

- A. The following documents shall be submitted by the tender as mandatory along with tender papers in Tech. Bid.
 1. EMD (Earnest Money Deposit)
 2. Original Money receipt in respect of purchase of tender documents.
 3. Attested photocopy of all document required in the tender.
 4. Detail Name, Address, Telephone No., FAX, E-mail of the tenderer.
 5. Declaration regarding not blacklisted by any Govt. Offices / Govt. undertakings / Organisations.
 6. Duly filled in Tender forms Annexure –I, II, III & IV.
 7. All above supportive attached documents to the Tender Papers / Documents should be signed by the tenderer.

No tender shall be accepted if the same is not supported with the above documents as mentioned Sl. No. 1 to 7.

The right of acceptance of tender and / or award of contract or relax any clause of the Tender Notice vests with the Joint Director, Animal Disease Research Institute, Phulnakhara, Cuttack who does not bind himself to accept the lowest tender and also reserves himself the right to reject any or all the Tender(s) received without assigning any reason whatsoever, any dispute arises in future will be finalized by him. The legal dispute is subject to Cuttak jurisdiction only.

E. SECURITY DEPOSIT

1. The successful Bidder will have to furnish a Security Deposit of 5% (five percent) of the total value of goods without taxes for which orders shall be placed by the indenting officers within 15 (fifteen) days from the date of receipt of supply order.
2. The Security Deposit is to be furnished in shape of D.D. drawn in any Nationalized Bank at Cuttack in favour of Joint Director, Animal Disease Research Institute, Phulnakhara, Cuttack – 754001. In the event of failure of payment of Security Deposit, the order is to be treated as cancelled and indent to be placed to the next approved party. In case there is no next party, it is to be purchased and performed locally after observing all financial formalities. The differential cost shall be realised from the defaulting party from his Earnest Money deposit.
3. The Security Deposit will be released within three months after the use of articles by the end user without any complain.
4. The Security Deposit shall be forfeited in case the supplied items are found to be of sub-standard quality by the competent authority.

F. VALIDITY OF TENDERS

- i. The offer price of all the tenders shall remain valid for acceptance for a period of 12 months from the date of completion of tender process i.e. date of opening of Tender Bid.
- ii. No extension of time shall be allowed for submission of Tender under any circumstances unless otherwise specifically extended by the JOINT DIRECTOR by an advertisement.

G. TENDERERS UNDERSTANDING OF THE TENDER DOCUMENT

The tenderer shall carefully go through the Tender Paper / Documents and fully acquaint himself to all the terms and conditions contained therein before submission of the Tender. If the Tenderer found discrepancies or omission or should be in doubt as to the meaning relating to Tender Papers / Documents, he should at once inform the Joint Director, Animal Disease Research Institute, Phulnakhara, Cuttack – 754001 and obtain clarification in writing prior to submission of his Tender. Verbal clarification or information given by the Joint Director or the employees working under him or his representatives shall not be taken in to account.

H. NO CLAIM OF COMPENSATION FOR SUBMISSION OF TENDER

No tenderer shall be entitled to claim any cost, charges, expenses etc. incurred by him or incidental there in connection with submission of this Tender even though the Joint Director may elect to withdraw the invitation of Tender, without notice and without assigning any reason whatsoever.

**Sd/- Lokanath Behera
Joint Director,
A.D.R.I., Phulnakhara, Cuttack**

TENDER FORM

From

M/s
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To,

The Joint Director,
A.D.R.I., Phulnakhara, Cuttack

Sub : Tender Notice No. Dated

Dear Sir,

In response to your advertisement in the Datedfor ELISA Kits for the year 2016-17. I/ We, a Company / a Partnership / Firm / an Association / Sole proprietor in the case of a firm, an association or a syndicate (please set out here full name of all partners or members)

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.....

..... carrying on business at
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hereby tender to supply the items as per tender schedule.

- 2. I/ We agree that this offer shall remain valid till 1 Yr. or till publication of the next approved list whichever is earlier and, if the offer is withdrawn before the said date, I/we shall be liable for damages to the extent of the percent or my/our Tendered value & pay you the same forthwith on demand without protest or demur.
- 3. I/We hereby agree to abide by and fulfill the terms & conditions set out in the INVITATION TO TENDER INSTRUCTIONS TO TENDERERS CONDITIONS OF THE TENDER SCHEDULE AND ANNEXURES HERETO, which shall be deemed to form a part of this tender & I/We return herewith all these documents attested on each page in token of my / our acceptance thereof.

- 4. I/We hereby further agree to notify the JOINT DIRECTOR, ADRI, Phulnakhara at any time whether before or after acceptance of my / our tender any change in the address and or constitution of my/our firm/association / syndicate either by death or retirement of any partner or by the admission of a new partner of member or otherwise (this clause shall apply where tenderer is a firm / association or syndicate)
- 5. I / We do hereby certify that I am / we are real authorized supplier of ELISA Kit and my/our financial position is quite sound to fulfil the contract.
- 6. I/We hereby declare that this Tender and your acceptance to be notified by you shall constitute a valid and binding contract between us.

Signature of the Tenderer
 Seal of Tenderer
 Full Address

 Cable
 Telex
 Telephone No.
 Fax No

In presence of

- 1. Signature of witness

Address

- 2. Signature of witness.

Address.

ANNEXURE – I

1. Status of the Firm, Whether Proprietorship, Partnership, (P) Ltd., limited company. :
2. Name of the Tenderer :
3. Whether a limited firm or Public or private undertaking :
4. The name and address of proprietor / partners / Managing Director / Manager / Principal Officer. :
5. Financial condition of the firm whether solvent or not with details there of
6. Whether manufacturer or/ distributor or/ Sole selling agent (in the case of mixed business, the items of each should be indicated). :
7. Is it a Registered firm under the Partnership Act? If so, Regd. No. & date & office of Registration should be given. (Please furnish and attested true copy of certificate of registration).
8. If it is a company incorporated under the Companies Act, please furnish an attested true copy of certificate of incorporation. :
9. Are you a Regd. Sales Tax Dealer & if so please quote both Provincial & Central Sales Tax Regd. No. :
10. Name of the authorized person who can hold discussion on your behalf at the time of necessity
:
11. The names of the proprietors / partners or Managing Directors / Principal officer with address or Addresses as the case may be who is authorized to receive money in case of endorsed bill on behalf of the firm from the J.D. ADRI / Indenting Officer and their specimen signatures in duplicate for each.
:
12. Are you an income Tax assessee ? Please furnish the current income tax return / non assessment certificate / PAN Card. :
13. Indicate in detail about the previous 3 years experience of supply of Veterinary medicines / chemicals & reagents to Odisha State Govt. Institutions / PSU (attach additional Sheets)

CERTIFICATE:

Certified that the information furnished above are true and correct to the best of our / my knowledge and belief. In case any or all the information given above or the Tender documents is or are found to be incorrect at any time, I undertake the liability to be proceeded within any manner. Any change or changes in regard to the information furnished will be intimated by us / me as and when such changes occur.

**Signature of the Tenderer
with seal & date**

ANNEXURE – II
(Rate to be quoted and kept inside price bid cover)

(In Rupees)

Sl. No.	Name of the item to be supplied	Make	Specification	Unit Price	VAT / CST / E.T.	Total
1	2	3	4	5	6	7
1	BRUCELLA ABORTUS ANTIBODY DETECTION ELISA KIT					
2.	AVIAN INFLUENZA VIRUS ANTIBODY DETECTION ELISA KIT					

**Signature of the Tenderer
with seal & date**

ANNEXURE – III

List of enclosures attached to be Tender Documents.

**Signature of the Tenderer
with seal & date**

ANNEXURE – IV

Experience in supplying ELISA Kit	State the ISI / ISO – certification of the firm	Business turnover of the firm	Remarks
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**Signature of the Tenderer
with seal & date**