

BIHAR VETERINARY COLLEGE

**Bihar Animal Sciences University
Patna-800014, BIHAR**

TENDER NOTICE NO. – 01/2017/BVC

Sealed tenders/quotations are invited through registered / speed post / courier services only from Reputed / Registered, Supplier / Dealers / Firms / Company / Enterprises for the **Supply and installation of equipments under DST-FIST programme-2016.** Sealed envelope containing full information along with supporting documents must reach in the office of the undersigned on or before **18/01/2018 up to 5.00 P.M.** and the same will be opened on **19/01/2018 at 11 A.M.** Tenderer are requested to present at time of opening of tender. No further notice will be given to attend the tender opening meeting. Details are available on Websites: www.basu.org.in and www.bvcpatna.org.in

**Dean
Bihar Veterinary College, Patna**

BIHAR VETERINARY COLLEGE

Bihar Animal Sciences University
Patna-800014, BIHAR

www.bvcpatna.org.in

TENDER DOCUMENT
FOR
SUPPLY AND INSTALLATION OF EQUIPMENTS
UNDER DST-FIST PROGRAMME-2016
AT
BIHAR VETERINARY COLLEGE, PATNA

Tender No. 1/2017/VBC

Dated: 19/ 12 /2017

Date of Issue of Tender Document	19.12.2017
Last Date of Submission of Tender	18.01.2018
Address for correspondence	Dean, Bihar Veterinary College, Patna-14
Time and date of opening of tender	19.01.2018, 11:00 AM
Place of opening of opening of tender	Conference Hall No.2, Bihar Veterinary College, Patna-14

BIHAR VETERINARY COLLEGE

Bihar Animal Sciences University
Patna-800014, BIHAR

www.bvcpatna.org.in

O.O. No...../BVC/Patna

Dated: .../...../2017

NOTICE INVITING TENDER (NIT)

Tender Notice No. – 01/2017/BVC dated 19.12.17

1. Bihar Veterinary College (Bihar Animal Sciences University), Patna invites sealed tenders in Two Bid System (Technical bid and Financial bid) from Reputed, Eligible and Qualified Firms/Manufacturer suppliers of **different equipments under DST FIST programme 2016.**

2. Schedule of Requirement:-

Date of Issue of Tender Document	19.12.2017
Last Date of Submission of Tender	18.01.2018
Place of receipt of tender	Dean, Bihar Veterinary College, Patna-14
Time and date of opening of tender	19.01.2018, 11:00 AM
Place of opening of tender	Conference Hall No.2, Bihar Veterinary College, Patna-14

Tender enquiry documents containing detailed specifications along with terms and condition can be downloaded from the Bihar Animal Sciences University website (<http://www.basu.org.in>) and Bihar Veterinary College website (<http://www.bvcpatna.org.in>)

3. All Tenders must accompany the prescribed EMD to be deposited through Bank Demand Draft drawn in favour of the “**Dean, Bihar Veterinary College, Patna**” along with the tender (Technical Bid). No interest is payable on Bid Security. Tenders without EMD shall be summarily rejected.
4. In the event of any of the above mentioned dates being declared as a holiday/closed day for BVC, Patna, the tenders will be received/opened on the next working day at the prescribed venue and time.
5. Tenderer are requested to present at time of opening of tender
6. This Tender Enquiry Document is not transferable

Terms and Conditions:

1. The technical and financial bids should be quoted separately and put in different sealed envelopes marked “Technical bid” or “Financial bid” as applicable. Both these envelopes are to be put in an outer envelope which should also be sealed and marked appropriately as tender for supply of equipments (Tender No. 01/2017/BVC dated 19.12.2017).
2. The bidder must provide either the Original Equipment Manufacturer (OEM) or their Authorized Distributor Certificate on their letterhead (in Original) in the name of tenderer duly mentioning the tender reference number along with the technical bid. If the same is not provided with technical bid the tender will be summarily rejected.
3. The Vendors must have executed same nature of work in the last 3 years. The user list of such institutions, with name of equipments and the cost may also be supplied with the bids. Recent three orders in government organization should also be enclosed.
4. The technical and financial bids should be submitted in original. The financial bid should include the cost of main equipments/items and its accessories. If there is any separate cost for installation etc. that should be quoted separately.
5. Each sealed envelope inner as well as the outer envelope should be marked with the following reference on the top left hand corner: **Tender No. 01/2017/BVC/Patna, Dated: 19/12/2017.**
6. The printed literature and catalogue/brochure giving full technical details should be included with the technical bid to verify the specifications quoted in the tender. The bidders should submit copies of suitable documents in support of their reputation, credentials and past performance.
7. The rates should be quoted in figures (typed or printed) and cutting should be avoided. The final amount should be in figures as well as in words. If there are cuttings, they should be duly signed, failing which the bids are liable to be rejected.
8. Any bids received after **5.00 P.M. on 18/01/2018** shall not be considered. Tenders received within the stipulated period only are considered. The institute shall not be responsible for any postal delay. The tender documents should be sent through courier, speed post or registered post only.

The postal address for submitting the tenders is:

Dean

Bihar Veterinary College

Patna, (Bihar), Pin-800014

9. The Technical Bids will be opened on **19/01/2018 at 11.00 A.M.** The date & time for opening of Financial Bids will be informed later on to the technically qualified bidders. In case the date mentioned above is declared Government Holiday, the date shall automatically be shifted to next working day.

10. While sending rates, the firm shall give an undertaking to the effect that “the terms /conditions mentioned in the Inquiry Letter/Tender Notice against which the rates are being given are acceptable to the firm”. In case the firms do not give this undertaking, their rates will not be considered.

11. The quantity shown against the item is approximate and may vary as per demand of the institute at the time of placing order.

12. All disputes shall be subject to Patna Jurisdiction only.

13. All tenders in which any of the prescribed conditions is not fulfilled or any condition is put forth by the tenderer shall be summarily rejected.

14. Bihar Veterinary College, Patna reserves the right to cancel the tender at any point of time without assigning any reason.

15. The bidders or their authorized representatives may also be present during the opening of the Technical Bid, if they desire so, at their own expenses.

Note: Price bids of only those bidders will be opened whose technical bids are found suitable by the committee appointed for the purpose. Date and time of opening of price bids will be decided after technical bids have been evaluated by the committee. Information in this regard will be placed on the website and intimated to the technically qualified bidders. In exceptional situation, an authorized committee may negotiate price with the qualified bidder quoting the lowest price before issuing the purchase order.

16. Tender Cost & Earnest Money Deposit (EMD): Bidder needs to submit the refundable 2% EMD of total goods value and a non-refundable Tender Fee of Rs. 500=00/- (Five hundred Only) in INR only in the form of a DD (Demand Draft) issued in favour of **Dean, BVC, Patna** from **any Nationalized Bank**. The bank draft must be enclosed in the envelope containing the technical bid. Failure to submit the EMD will lead to the rejection of the tender. All the bidders are required to enclose self-addressed **Rs. 40** stamped envelope and also provide their current email address.

17. The bidders shall keep their bid valid for minimum 90 days from the date of opening of the financial bid.

18. Manual and documentation: All the manuals necessary for operating and servicing the equipment (including details of electronic circuits) will have to be provided along with the instrument.

19. Bidders should go through the tender terms, conditions and specifications carefully and fill in the attached compliance statement accurately and unambiguously. They should ensure that all the required documents are furnished along with the bid.

20. Terms and conditions for Goods and services offered from abroad:

A. Bid Pricing:

The price of the goods, quoted on FCA (named place delivery abroad) or FOB (named port of shipment), should be given as specified in the price schedule form. The price should be F.O.R. Bihar Veterinary College inclusive of all taxes, charges for insurance and transportation of the goods, agency commission, installation & commissioning, training charges etc if any.

B. Evaluation and comparison of bids:

(i) In case of goods being offered from abroad, Lowest bid (L1) will be decided based on total cost at Bihar Veterinary College, Patna, that includes basic price of goods, freight and Insurance up to Indian Airport/port (CIF/CIP value up to Indian air port/port), custom duty and other taxes as applicable etc., inland transportation and insurance up to Bihar Veterinary College, Patna, packaging, forwarding agent commission for custom clearance and installation, commissioning and training charges if any.

(ii) Conversion to Single Currency: To facilitate evaluation and comparison, bids quoted in foreign currency will be converted into Indian Rupees at the selling exchange rate established by Reserve Bank of India on its website, on the date of price bid opening.

(iii) In case charges for packing, forwarding, transportation inside India, custom clearance charges or other incidental charges are quoted extra in addition to the quoted rates, the amount thereof must be specified. Packing, forwarding, freight, entry tax etc., when quoted separately are reimbursable at actual after production of original receipts/invoices. If external agencies are employed, their receipts must be enclosed with the invoice.

(iv) If vender wishes, he/they may alternatively, quote price of imported items in Indian rupees. In this case item may be treated as offered from India. Payment will be released accordingly.

Note: Where there is no mention of packing, forwarding, freight, transportation, insurance charges, taxes etc. such offers shall be REJECTED as incomplete.

C. Payment for Goods:

Payment of foreign currency portion shall normally be made in the currency of contract in the following manner:

a) On Shipment: Ninety (90) percent of the Contract Price of the Goods shipped shall be paid through irrevocable letter of credit (L/C) opened in favor of the Supplier in a bank in its country, upon submission of following documents 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.

- i. Two copies of supplier's Invoice giving full details of the goods including quantity, value, etc.;
- ii. Packing list;
- iii. Certificate of country of origin;
- iv. Manufacturer's guarantee and Inspection certificate/test report;
- v. Inspection certificate issued by the Purchaser's Inspector, if any.
- vi. Insurance Certificate, if required under the contract;
- vii. Name of the Vessel/Carrier;
- viii. Bill of Lading/Airway Bill;
- ix. Port of Loading; Date of Shipment;
- x. Port of Discharge & expected date of arrival of goods and
- xi. H S code of classification of goods.
- xii. Any other document(s) as and when required in terms of the contract.

Note:

1. 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).

2. 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.

b) On Acceptance: Ten (10) percent of the Contract Price of Goods received shall be paid within thirty (30) days of receipt of the Goods and successful installation & commissioning upon submission of claim supported by the acceptance certificate issued by the Purchaser along with the Performance security, if any.

**Dean
Bihar Veterinary College,
Patna, - 800014**

SPECIAL TERMS AND CONDITIONS FOR TENDERERS

The following terms and conditions should be complied with during submitting tender:-

1. Sealed Quotation/Tenders are invited in two bid systems.
2. Tenders should be submitted to the Dean, Bihar Veterinary College, Patna, Bihar, Pin code- 800014 under the sealed cover.
3. The tenderer should quote typed rates in figures as well as in words. The tender should be signed by the tenderer himself/themselves or their authorized agent on his/her/their behalf. In case the tender is signed by the agent the authority letter in favour shall be enclosed with tender documents.
4. The tenderers should take care that the rate and amount are written in such a way that interpolation is not possible. No blank space should be left, which would otherwise make the tender liable for rejection.
5. GST Registration Certificate self attested copy should be enclosed.
6. Delivery schedule with definite date of delivery at destination (BVC, Patna) taking into cognizance of transit facility must be indicated. This contractual delivery date/ period should be inclusive of all the lead time.
7. The tenderer submitting his tender would be deemed to be considered and accepted all the terms and conditions. No enquiries, verbal or written shall be entertained in respect of acceptance or rejection of the tender.
8. The quantity shown in the schedule may be increased or decreased depending upon the actual requirement.
9. This institute reserves the right to cancel/ reject in or any part of the tender, which generally do not fulfill the condition stipulated in the tender without assigning any reason.
10. Any action on the part of tenderer to influence anybody of the institute will make his/ their tender liable for rejection.
11. The tenderers shall submit the offer in original copy of the tender documents duly signed on each page. Item wise rate indicating units can be offered on letter head of the firm, in case, space printed on financial form is not sufficient.
12. In case of placement of purchase order, the vendor (the tenderer whose tender is accepted) may comment on the purchase order within 10 days from the date of dispatch of purchase order otherwise it will be deemed that offer is acceptable to the vendor. Notwithstanding any other provision, the terms and conditions and any other provision included, in the purchase order will be treated as binding with "Errors & Omissions Expected". However, if the vendor notices of the order, he must bring the same in to the notice of tender/ quotation and seek clarifications within the above stipulated time. Vendor will have to bear the responsibility for failure to take this action.
13. The institute may in writing make any revision or change in the purchase order, including additions or deletions from the quantities originally ordered or in the specifications or drawing. If any such revisions/ changes affect the price or delivery, the same shall be subject to the adjustment of price/ delivery, wherever required on a reasonable basis by mutual agreement in writing which should be communicated.

14. The institute reserves the right to cancel the purchase order or any part thereof shall be entitled to revise the contract wholly or in a part by written notice the vendor if:-
 - (a) The vendor fails to comply with the terms and conditions of the purchase order including specifications and other technical requirement.
 - (b) The vendor becomes bankrupt or goes into liquidation.
 - (c) The vendor fails to deliver the goods in time and or does not replace the rejected goods promptly.
 - (d) A receiver is appointed for any of the property owned by the vendor.
15. Upon the receipt of the said cancellation notice, the institute shall discontinue all works of the purchase order and matters connected with it.
16. Supply order will be issued as per the requirement of the institute. The supplier will have to supply ordered materials within the delivery time mentioned in the supply order.
17. Unless otherwise specified in the order, the order price shall remain firm and will not be subject to escalation of any description during the dependency of the order, notwithstanding the change in the cost of material and components he/they may take clearance while the order is under execution even if the execution of the order for any reason whatsoever.
18. The rate and price quoted by supplier shall remain firm and fix during contract for 01 year from date of awarding contract.
19. The institute may its option, reject such defective materials at the vendor's expense in which event the vendor shall, without any cost to the Institute and as promptly as possible, remove such materials and furnish and install proper and acceptable material.
20. In the event of delay delivery and/or unsatisfactory manufacturing progress and supply, the Institute has the right to cancel the purchase order as whole or in part without liability for cancellation charges.
21. Timely delivery as mentioned in purchase order shall be in the essence of the order and no variation shall be permitted except with prior authorization in writing from the Institute.
22. In the event of delay in making delivery on the part of the vendor, it will be at Institute discretion to receive delivery with a reduction in price of the article/or equipment.
23. Forced measure shall mean and be limited to the following: -
 - (a) Any war/hostilities
 - (b) Any riot or civil communication
 - (c) Any earthquake, flood, tempest, lighting or other natural physical disaster.
 - (d) Any strike or lock up (Only those exceeding ten continuous days duration) affecting the performance of the vendor's obligation.

The seller shall advise the Institute by Registered Letter duly certified by local chamber of commerce of statutory authorities the beginning and end of the above caused of delay within 7 days of occurrence and cessation of such forced measure concern. In the event of delay lasting over one month, if arising due to our cause of force measure, the Institute reserves the right to cancel the order.

24. No payment shall be made for rejected materials nor would the tenderer be entitled to claim for such items.

25. Rejected materials would be removed by the tenderer from the site within two weeks or the date of rejection at their own cost. In case they are not removed they will be auctioned at the risk and responsibility of the suppliers without any further notice.
26. In case of not honoring the supply order, the Institute will have the right to impose penalty as deemed fit and to resort to make purchase at the suppliers cost and risk and his security deposit may be forfeited in favour of the Institute cost and risk.
27. Taxes & Levies-Rates of Inclusive of All Taxes. No extra payment will be made by the BVC, Patna in this regard.
28. Tenderer hereby agree to all terms and conditions stipulated in tender and undertakes to sign the rate contract or supply order within the given days from the date of order failing which security shall be liable to be forfeited.
29. Disputes, if any, arising between the Institute and the bidder out of or in connection with the terms and conditions contained herein shall be referred for arbitration to the Patna jurisdiction. Disputes shall be decided keeping in view of the terms and conditions of the tender and Bihar financial rules applicable to the Institute.
30. Minimum 2 years warranty from the date of installation will be provided. For standard items which carry warranty of more than two years, standard warranty will be applicable.
31. The vendor shall furnish unconditional Performance Bank Guarantee issued by the nationalized bank in the shape of TDR/FDR in favour of Dean, BVC, Patna @10% of the order value valid for 2 years and 2 months from the date of installation & commissioning.

TENDER FORM

To,
Dean,
Bihar Veterinary College, patna-14

Subject: Tender Enquiry No.: 01/2017/BVC, Patna

dated: 19/12/2017.

Sir,

I have gone through the terms and conditions laid down in the tender documents and accept the same.

I am here by submitting the technical bid and enclosing the documents as per details given below:

CHECK LIST

1. Cost of Tender documents (It downloaded the tender (Document) from college or University website within NIT schedule)
(DD No/Pay Order _____ date _____ Issuing Bank _____ for Rs. 500.00 (Enclosed along with the technical bid).

2. Details of EMD-TDR/FDR No. _____ date of issue _____ Name & address of Bank issuing DR/FDR _____ amounting to Rs _____

This EMD is being Encl (along with the technical bid).

3. List of procurement agencies of repute to whom the tendered _____ products have been supplied during last twelve month with proof.

4. Authorized dealership/agency/distributor certificate issued by original manufacturer of the equipment/item for preceding two years to show financial status of the tenderer.

5. Attested copies of GST registration _____

6. Attested copies to PAN (Permanent Account Number) _____

7. Registration certificate of the firm

8. Service Tax Registration Certificate if applicable

9. Audited balance sheet of the firm of the last three years

10. Income tax return copy of the last three years

11. Address proof

1. Experience certificate of the last three years.

12. Sales Tax registration Certificate

13. Enclosure of detail technical specification and other required documents

14. Tender Documents duly signed on all pages _____

Certified that each and every page of the tender documents are serially numbered and signed by me.

Yours faithfully,

Nature and Name of the authorized Signatory with seal

Designation

Name of the company (Tenderer)

TECHNICAL BID

- 1. (a) Name of the Tenderer:
- (b) Status of the Tenderer:
- (i) Manufacturer/Importer:
- (ii) Proprietorship:
- 2. Partnership/Company
 Full Postal Address
-
-
-
- 3. Telephone No.:
- 4. Mobile No.:
- 5. Fax No.:
- 6. E-mail Address:
- 7. (a) Names of procurement agencies with whom:the tenderer is registered.
- (b) Names of procurement agencies to whom: Items have been supplied during last 12 months:..... (Copies of supply order not to be enclosed)

Seal & Signature of Bidder

Technical Compliance of the Bidder with reference to the 'Specification of Equipments'

(Separate form to be used for each item offered)

Name of the Bidder/Tenderer:

Tender No.:

Tender items Sl. No.

Name and model no. of offered goods/equipments:

Make:

Sl. No.	Technical specification from Bihar Veterinary College, Patna	Features available in equipments Yes or No	Any deviation from Specification, if any	Corresponding part number/datasheet/page no in broacher in support of specification
1.				

Seal & Signature of Bidder

Price Schedule form: Price Schedule for Goods Being Offered from India/Abroad in INR
(Separate form to be used for each item offered)

Name of the Bidder/Tenderer:

Name & Model No of offered good:

Tender No.:

Tender items Sl. No.

FORMAT OF FINANCIAL BIDS

S.N.	Details	Unit price in INR
1	Ex-works, Ex-warehouse, Ex-show room off the shelf price	
2	GST payable, if contract is awarded(.....%)	
3	Packing & forwarding up to station of dispatch, if any	
4	Charges for inland transportation, insurance to ultimate destination i.e. Bihar Veterinary College, Patna, if any	
5	Installation, Commissioning and training Charges, If any	
6	Any other charges (Please specify)	
Total Price (Sum of S. No 1 to 6) FOR At Bihar Veterinary College, Patna		

Total Bid price in Indian currency:

In words:

Business Address

Note: (a) The cost of optional items shall be indicated separately.

Seal & Signature of Bidder

Price Schedule Form: Price schedule for goods being offered from abroad in currency other than INR (Separate form to be used for each item offered)

Name of the Bidder/Tenderer:

Name & Model No of offered good:

Tender No.:

Tender items Sl. No.

S.N.	Details	Unit price in ()
1	Country of origin	
2	FOB (named port of shipment) Or FCA (named place of delivery)	
3	Freight and Insurance up to Indian Airport/port	
4	Total Price at Indian Airport /port (2+3)	
5	Custom charges (please mentioned %)	
6	Custom clearance and other charges if any (with breakup)	
7	Inland Charges for Insurance & transportation to Bihar Veterinary College, Patna	
8	Installation, commissioning and training Charges, if any	
9	If any other charges (Please Specify)	
Total Price (Sum of S. No 1 to 9) FOR At Bihar Veterinary College, Patna		

Total Bid price in foreign currency:

Inwords:

(a) Indian agents name & address

(b) The cost of optional items shall be indicated separately

Seal & Signature of Bidder