



**PASTEUR INSTITUTE OF INDIA
COONOOR-643 103 (NILGIRIS)**

(Autonomous Institute under the Ministry of Health & Family Welfare,
Govt. of India, New Delhi)
Ph.0423 2231852, Fax - 0423-2231655, Email: purchasepiic@gmail.com

**ADVERTISEMENT TENDER NOTIFICATION FOR THE
SUPPLY OF ANIMAL FEED**

BID REF.NO.PIIC/ADVT/001/2020 DATED 17/07/2020

INTRODUCTION OF THE COMPANY

The Institute started functioning as Pasteur Institute of Southern India, on 6th April 1907 and the Institute took a new birth as The Pasteur Institute of India (registered as a society under the societies Act 1860) and started functioning as an autonomous body under the Ministry of Health and Family Welfare, Government of India, New Delhi since the 10th of February, 1977. A governing body manages the affairs of the Institute. The Institute is a charitable organization working on a no profit-no loss basis.

Pasteur Institute of India (PIIC), Coonoor is one of the leading organization which is into the production of Antirabies Vaccine and DPT group of Vaccines for the EPI programme of Govt. of India.

The scope of work involved is detailed in the subsequent paragraphs and is precise to the extent possible.

SCOPE OF SUPPLY

The scope of supply is **Supply of Animal Feed as per the Specifications given in the Tender Document (Annexure-I)**

S.No	Name of the item	Qty*
1.	Mice Breeder Animal Feed	3,840 Kg/year
2.	Mice stock animal feed	9,000 Kg/year
3.	Guinea Pig Breeder Animal Feed	4,320 Kg/year
4.	Guinea Pig stock animal feed	2,520 Kg/year

(*Quantity may vary depending upon the actual requirement)

DETAILS REGARDING IMPORTANT DATES ARE AS FOLLOWS:

S.No.	Description	Schedule
i.	Closing date & time for receipt of Tender	07/08/2020, 15.00 Hrs
ii.	Time and date of opening of Technical Bids	07/08/2020, 15:30 Hrs
iii.	Venue of opening of Tender	PASTEUR INSTITUTE OF INDIA, COONOOR.

The bids are invited for the **Supply of Animal Feed** as per specification and other details given in the bid document. All bidders who qualify the eligibility conditions as detailed in the bid document are eligible to participate except in the case of firms who are blacklisted / barred by competent agencies in participation and award of such contracts.



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1. Instruction to Bidders

The bids are invited on two bid system. The bid will constitute a Technical bid and Financial bid. Technical bid and financial bid to be submitted in separate sealed envelope. Technical bid cover & financial bid cover should be kept in a separate single cover. Both the covers should be put in a single cover which should be superscribed as "**Tender for the supply of Animal Feed**" due on **07/08/2020 by 15.00 Hrs.**" without fail. **The Tender Reference Number should also be mentioned on the top of the cover without fail.** The covers containing the tenders must reach the "**Director, Pasteur Institute of India, Coonoor**" not later than 15.00 Hrs on 07/08/2020. The financial bid of the technically qualified parties will only be opened for financial evaluation.

- 1.1 Bidders can send their queries and clarifications to address given in clause 1.2 or by email purchasepiic@gmail.com, up to three days prior to the due date of bid submission.
- 1.2 Bids shall be addressed by designation only to:
The Director
Pasteur Institute of India,
Coonoor – 643 103.
Nilgiris, Tamilnadu
- 1.3 Due date of submission of the bid will be on **07/08/2020, upto 15:00 Hrs.** The technical bid will be opened on the same day at **15:30 hrs.** The financial bid of only those bidders who are qualifying the minimum eligibility criteria & technical specification will be opened. The date & time of financial bid opening shall be intimated separately to the technically qualified parties.
- 1.4 Tenders shall be valid for 120 days from the date of technical bid opening.
- 1.5 The tenders once submitted shall remain valid upto 120 days and the tender will not be entitled to withdraw the tenders or to suggest any change therein within the said period.
- 1.6 **Certificate of Analysis of the feed should be enclosed in the technical bid without fail.**
- 1.7 The successful tenderer will have to furnish Performance Security @ 10% of the total contract value in the form of a Demand Draft drawn in favour of The Director, Pasteur Institute of India, Coonoor payable at any Nationalized Bank in Coonoor, Nilgiris or by Bank guarantee valid for one year.
- 1.8 **The purchase order will be placed for the item, as and when required by us.**



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2. Mode of submission of Tenders:

a. Tender Cost/Tender fee: NIL

2.1 DOCUMENTS TO BE SUBMITTED ALONG WITH THE TECHNICAL BID

- a. **Annexure-I**- Specifications of the Animal Feed.
- b. **Annexure-III** - Bid data sheet.
- c. **Annexure-IV** - Client details including Performance Certificate from clients. All other supporting documents (mentioned in clause 3) and certificates substantiating the bidder's eligibility shall be attached.
- d. **Annexure-VI** - (Manufacturer Authorization Form)

2.2 DOCUMENTS TO BE SUBMITTED ALONG WITH THE FINANCIAL BID

- a. **Annexure-II** - Schedule of requirement.
- b. **Annexure-V** - Bid form

3. Minimum Eligibility Criteria

- 3.1 The Tenderer has to be a manufacturer or authorized dealer of the Scheduled item \ (OR) has to be an authorized Indian representative / agent of the original manufacturer's of the Scheduled item. In case of authorized dealer / agent, the Manufacturer's Authorization certificate / Form (as shown in Annexure – VI of the tender document) from the Manufacturer should be attached.
- 3.2 The bidder must have proven and demonstrable experience in supply of scheduled item provided for the last five financial years. (Copy of Purchase orders (PO) to be provided).
- 3.3 Net worth of the company shall be positive during the last three financial years. The Average Annual Turnover, balance sheet, profit and loss account for last three financial years certified by a Chartered Accountant shall be submitted.

4. COUNTRY OF ORIGIN

- 4.1 All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.
- 4.2 The word "origin" incorporated in this clause means the place from where the goods are manufactured, produced or processed or from where the services are arranged.
- 4.3 The country of origin shall be specified in the Price Schedule



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5. Bid Evaluation

Bid determined to be substantially responsive will be checked by PIIC for any arithmetic errors and the same will be corrected as follows:

- a. Where there is a discrepancy between the rates in figures and in words, the rates in words will prevail.
- b. Where there is a discrepancy between the unit price and the total price resulting from the multiplying the unit price by the quantity, the unit price as quoted shall prevail.

6. Tender Price & Documents

- a. The prices quoted should be strictly in Indian currency rupees.
- b. The price of the goods should be quoted on **FOR PII COONOOR basis** with the detailed breakup of ex-factory/ex-showroom/ex-warehouse/off-the-shelf, as applicable, including all taxes and duties like GST, Custom Duty etc. already paid or payable on the components and raw material used in the manufacture or assembly of the goods quoted ex-factory etc. or on the previously imported goods of foreign origin quoted ex-showroom etc;
- c. Any sales or other taxes and any duties, which will be payable on the goods in India, if the contract is awarded.
- d. Charges towards Packing & Forwarding, Inland Transportation, Insurance (local transportation and storage) would be borne by the Supplier from their warehouse to the PIIC for a period, including 3 months beyond date of delivery, Loading/Unloading and other local costs incidental to delivery of the goods to their final destination as specified in the List of Requirements and Price Schedule.

FOR PII COONOOR price will be considered for comparison and evaluation.

7. DISTRIBUTION OF DISPATCH DOCUMENTS FOR RECEIPT OF GOODS

- 7.1 The supplier shall send all the relevant dispatch documents well in time to the Purchaser/Consignee, to enable the Purchaser/Consignee clear or receive (as the case may be) the goods in terms of the contract.
- 7.2 The usual documents involved and the drill to be followed in general for this purpose are as follows.
- 7.3 Within 24 hours of dispatch, the supplier shall notify the purchaser/consignee, and others concerned if mentioned in the contract, the complete details of dispatch and also supply the following documents to be submitted as per the instruction of purchaser:



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- a. Three copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount.
- b. Two copies of packing list identifying contents of each package.
- c. Inspection certificate issued by the nominated Inspection agency, if any.
- d. Certificate of origin.
- e. Insurance Certificate
- f. Certificate of Analysis.

8. EXEMPTIONS/FORMS

PIIC will not be giving any duty exemption, GST Concession form.

9. REJECTION OF BIDS

Notwithstanding the above conditions, PIIC reserves the right to accept or reject any offer, and to annul the tender process and reject all offers, at any time prior to award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the grounds for PIIC action.

10. NOTIFICATION OF AWARD

- 10.1 Prior to the expiry of the period of offer validity prescribed by PIIC, PIIC will notify the successful Bidder by Fax or email, to be confirmed in writing by registered post/ by courier, that his offer has been accepted. The purchase order will be issued to the successful bidder. No correspondence will be entertained by PIIC from the unsuccessful Bidders.
- 10.2 Upon selection of the successful bidder (technically qualified L1 party) PIIC will promptly notify the same to successful Bidder through a Purchase Order.



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TERMS AND CONDITIONS

1. DEFINITION:

- 1.1. For the purpose of this contract, the following words and expressions shall have the meaning hereby assigned to them except where the context otherwise requires:-
- "PIIC" means Pasteur Institute of India, Coonoor, which expression shall unless excluded by or repugnant to the context include PIIC's representative.
 - "Contractor/ Bidder" Means successful lowest bidder.
 - "Earnest Money Deposit" (EMD) means Bid Security/ monetary or financial guarantee to be furnished by a tenderer along with its tender.
 - "Performance Security" means monetary or financial guarantee to be furnished by the successful tenderer for due performance of the contract placed on it. Performance Security is also known as Security Deposit.
 - "Consignee" means the organization/person to whom the goods are required to be delivered as specified in the Contract. If the goods are required to be delivered to a person as an interim consignee for the purpose of dispatch to another person as provided in the Contract then that "another" person is the consignee, also known as ultimate consignee.

2. PAYMENT SCHEDULE:

Payment shall be made as specified in the contract in the following manner:

Sl.No	Stage	Percentage (%)
1.	After supply of the item in good condition at PIIC	100% of the order value

3. PERFORMANCE SECURITY

- 3.1 Successful tenderer will have to furnish Performance Security @ 10% of the total contract value in the form of a Demand Draft drawn in favour of The Director, Pasteur Institute of India, Coonoor payable at any Nationalized Bank in Coonoor, Nilgiris or by Bank Guarantee valid for one year.
- 3.2 Failure of the successful Bidder to furnish the required Performance Security shall constitute sufficient grounds for the annulment of the award of Contract and shall forfeit the Performance Security.
- 3.3 Forfeiture of Performance Security:



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In case, the Contractor/ Bidder fails to complete the supply, PIIC, without prejudice to rights and remedies available under the contract, shall forfeit and en-cash the Performance Security.

- 3.4 In case, the bank goes in liquidation or for any reason is unable to make payment against the said Bank Guarantee, the loss caused thereby shall be borne by the Contractor/ Bidder. The Contractor/ Bidder forthwith, on demand from PIIC, shall make good the deficit.

4. TIME SCHEDULE

- 4.1 The day of commencement of delivery period will be reckoned from the date of issue of Purchase order.
- 4.2 The material shall be delivered at site within 30 days from the date of issue of purchase order or as per delivery terms mentioned in the Purchase Order.
- 4.3 The supply shall be carried out with all due diligence and as per the time schedule specified above. In case of any delay/default, of the Contractor/ Bidder to adhere to the agreed time schedule, PIIC shall recover the liquidated damages from the Contractor/ Bidder at the rate of 0.5% (Zero point Five percent) of the total amount of fee per week of delay of any activity subject to a maximum of 5% (Five percent) of the total order value. However, if there is a purposeful delay by the Contractor/ Bidder, PIIC reserves all rights to terminate the contract.

5. EXTENSION OF TIME

- 5.1 To adhere to the above mentioned time schedule the Contractor/ Bidder shall provide on demand necessary documents, information and certificates/ undertakings to PIIC. Any delay in supplying the requisite documents and delay due to any other cause beyond the control of the Contractor/ Bidder shall be considered for grant of extension of time. If the Contractor/ Bidder require extension of time, they shall intimate in writing to PIIC within 3 days of the occurrence of such hindrance/delay, along with proper documents.
- 5.2 PIIC after satisfying itself about the reasonableness of grounds may grant extension of time, if it is justified and communicated the same in writing. Whenever such extension of time is granted, it would be without prejudice to the rights of PIIC for any penal action to the extent of the delay attributable to the Contractor/ Bidder. Any extension of time granted as stated above shall neither entitle the Contractor/ Bidder to any claim for increase in their fees nor shall it release him from any of the obligations under the said agreement.



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6. ABANDONMENT OF SUPPLY

- 6.1 If the Contractor/ Bidder/ supplier abandons for any reason whatsoever or becomes incapacitated as aforesaid, PIIC shall forfeit/en-cash the Performance Guarantee. PIIC shall be at liberty to make full use of all or any of material supplied by the Contractor/ Bidder/ supplier. The Contractor/ Bidder/ supplier shall also be liable to refund all the charges paid to him up to date plus such damages as may be assessed by PIIC including the recovery of liquidated damages.
- 6.2 Provided, however, that in the event of the termination of the agreement under proper notice as provided in the clause hereinafter, the Contractor/ Bidder shall be liable to refund any excess payment made to him over and above which is due to him in accordance with the terms of this agreement, for the supply of the tendered item executed by them till the date of termination of agreement.

7. DETERMINATION AND RESCISSION OF TERMS & CONDITIONS

- 7.1 When the Contractor/ Bidder have made himself liable for action under any of the clauses aforesaid, PIIC shall have powers:
- 7.2 To rescind the agreement to engage another Contractor/ Bidder to purchase the balance supply debiting the Contractor/ Bidder the extra amount, if any, so spent for getting the balance quantity.
- 7.3 This amount would be in addition to the recovery of liquidated damages.

8. GENERAL

- 8.1 The Contractor/ Bidder shall be fully responsible for the technical soundness of the material and also ensure that the material is supplied as per the specifications.
- 8.2 The Contractor/ Bidder hereby agrees that the charges to be paid as provided herein will be in full discharge of functions to be performed by him and no claim whatsoever shall be made against PIIC in respect of any proprietary rights or copy right on the part of tendered items.
- 8.3 The Contractor/ Bidder shall indemnify and keep indemnified Pasteur Institute of India against any such claims and all costs and expenses paid by PIIC in defending such claims to be borne by the Contractor/ Bidder.
- 8.4 The Contractor/ Bidder hereby agrees that PIIC shall have the right to take out any of the activities, which in the opinion of PIIC is not being performed by the Contractor/ Bidder with due diligence, and within the agreed time schedule, and which can be performed independently. The fees or the expenses incurred shall be debited to the Contractor/Bidder.



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9. ARBIRATION

9.1 All disputes or differences whatsoever arising between the parties out of or relating to the Contractor/ Bidder services, meaning and operations or effect of this contract or the breach thereof shall be settled by arbitration. Matters to be arbitrated upon shall be referred to a sole Arbitrator, to be appointed by PIIC and the award made in pursuance thereof shall be binding on the parties. Such arbitration shall be governed by the Indian Arbitration and Conciliation Act 1996.

9.2 The place of arbitration shall be at **Udhagamandalam.**

10. FALL CLAUSE

The prices charged for this particular service/supply under the Contract by the supplier/service provider shall in no event exceed the lowest price at which the supplier/service provider sells the service/supply of identical description to any person(s)/organization (s) including the Purchaser or any Department of the Central Government or any Department of a State Government or any statutory undertaking of the Central or a State Government, as the case may be, during the period till performance of all Supply Orders placed during the currency of Rate Contract is completed.

11. STATUTORY VARIATIONS

In case of statutory variation in regard to taxes/levies, within the stipulated date of completion of individual agreement, the same shall be paid or recovered as per the actual against documentary proof. However beyond this period PIIC will take advantage of any reduction in taxes/levies but will not pay extra on account of increase in taxes/levies.

---sd/---
DIRECTOR



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Annexure-I

SPECIFICATIONS FOR MICE FEED PELLET (BREEDER AND STOCK ANIMALS) γ (gamma) IRRADIATED/AUTOCLAVABLE

S.No	Parameters		Specification for Breeding animals	Specification for Stock animals
01.	Moisture	Proximate Analysis	70% dry matter	70% dry matter
02.	Crude protein		17-19%	12-14%
03.	Crude fat		7-11%	4-5%
04.	Nitrogen free extractives		55%	>52%
05.	Crude fibres		4-6%	2-2.5%
06.	Crude Ash		6-8%	6-8%
07.	Aflatoxin B1		NMT 50 ppb	NMT 50 ppb
	Aflatoxin B2			
	Aflatoxin G1			
	Aflatoxin G2			

SPECIFICATIONS FOR GUINEA PIG FEED PELLET (BREEDER AND STOCK ANIMALS) γ (gamma) IRRADIATED/AUTOCLAVABLE

S.No	Parameters		Specification for Breeding animals	Specification for Stock animals
01.	Moisture	Proximate Analysis	70% dry matter	70% dry matter
02.	Crude protein		21.5%	18.2%
03.	Crude fat		<3%	<1%
04.	Nitrogen free extractives		43%	>40%
05.	Crude fibres		8.4%	7%
06.	Crude Ash		6-8%	6-8%
07.	Aflatoxin B1		NMT 50 ppb	NMT 50 ppb
	Aflatoxin B2			
	Aflatoxin G1			
	Aflatoxin G2			

- Certificate of Analysis having all details must be supplied along with the supply.



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ANNEXURE – II

PART A

SCHEDULE OF REQUIREMENT

Sl.No.	Description of the item	Unit	Total Qty	Unit Rate (Rs)	Total Amount with Taxes (Rs)
	Total Amount in (Rs)				

NB: Unit price shall be written in figures and words

Total Tender price in Rupees: _____

In Words: _____

Note:

If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.

Name: _____

Business Address: _____

Place: _____ Signature of Tenderer _____

Date: _____ Seal of the Tenderer _____

(to be submitted in the supplier's letter head)



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(to be submitted in the supplier's letter head)

ANNEXURE – III

BID DATA SHEET

S.No	Description	Details
01.	Tenderer Quotation No. and date	
02.	PIIC Tender reference number	BID Ref. No. PIIC/ADVT/001/2020 dated 17/07/2020
03.	Due date for submission	07/08/2020 UPTO 15:00 HRS
04.	Name & Address of the bidder	
05.	Year of establishment	
06.	Type of the firm	Public Ltd/Pvt Ltd./Partnership/Regd. firm
07.	Contact Phone-Office	
08.	Mobile Phone No.	
09.	Email	
10.	PAN Number	
11.	GST Number	
12.	Contact person name	
13.	Unit rate	
14.	GST (No concessional certificate will be issued by PIIC)	@
15.	Packing & Forwarding if applicable	
16.	FOR Institute	YES / NO
17.	If not quoted for FOR Institute freight charges applicable	
18.	Delivery period	
19.	Validity of Rates	ONE YEAR Yes/No



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20.	Payment terms	100% after supplying of items through NEFT to your bank A/c
21.	Copy of MOA/Partnership deed/Registration	Attached/Not Attached
22.	Copy of PAN of Directors/Partners	Attached/Not Attached
23.	Latest IT return statement	Attached/Not Attached
24.	Past three years P & L, Balance Sheet	Attached/Not Attached
25.	All pages of bid document duly sealed and signed by the authorized person	Attached/Not Attached
26.	Power of Attorney/Authorization to sign the bid	Attached/Not Attached
27.	Manufacturer's authorization letter	Attached/Not Attached
28.	EMD (in favor of "The Director, Pasteur Institute of India" in the form of Demand Draft/Banker's cheque drawn from a nationalized or scheduled bank, payable at Coonoor.	Attached/Not Attached/NA



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(to be submitted in the supplier's letter head)

ANNEXURE -IV

**Details of Clients (Specification as per Annexure -I) were supplied
in the last TWO years**

Sl. No	Name and location of the Client	Name and address of the Client	Project Details		Completion Date
			Details of the quantity supplied	Value Rs Lakhs	
1					
2					
3					
4					
5					
6					

Satisfactory completion certificates from the clients to be attached.



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ANNEXURE – V

BID Ref. No. PIIC/ADVT/001/2020 dated 17/07/2020

BID FORM

Item:

Having examined the bidding documents, including amendments of which is hereby acknowledged, we the undersigned, offer to execute the contract including the supply and delivery of the goods (FOR PII Coonoor) in full conformity with the said bidding documents for the sum of:

In Fig:

In Words

(Hereinafter call: The Total Bid Price”) or such other sums as may be determined in accordance with the terms and conditions of the Contract. The above amounts are in accordance with the Price Scheduled attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to execute the contract in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we undertake to provide a performance security in the form, in the amounts, and within the times specified in the Bidding Documents.

We agree to abide by this bid, for the Bid Validity period specified in their Bid Data Sheet and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award shall constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any bid you may receive.

Dated:

Signed by:

In the capacity of

(to be submitted in the supplier’s letter head)



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Annexure-VI

MANUFACTURER'S AUTHORISATION FORM

To

**The Director
Pasteur Institute of India
Coonoor 643 103**

Dear Sir,

Ref. Your Tender document No _____, dated _____

We, _____ who are proven and reputable manufacturers of _____ (name and description of the goods offered in the tender) having factories at _____, hereby authorize Messrs _____ (name and address of the agent) to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. _____ (name and address of the above agent) is authorized to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We also hereby extend our full warranty, AMC/CMC as applicable for the goods and services offered for supply and installation by the above firm against this Tender Document.

Yours faithfully,

[Signature with date, name and designation]

for and on behalf of Messrs _____

[Name & address of the manufacturers]

NOTE:

This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer