



**DOCUMENT FOR SUBMISSION OF TENDER FOR SUPPLY  
AND INSTALLATION OF PHARMACEUTICAL EQUIPMENTS/  
INSTRUMENTS TO ASSAM AYURVEDIC PRODUCTS,  
BAMUNIMAIDAN, GUWAHATI-21.**



**ASSAM SMALL INDUSTRIES DEVELOPMENT CORPORATION  
LIMITED**

**(A Govt. of Assam Undertaking)**

**MRD Road, Bamunimaidan, Guwahati-21**

**Issued to:.....**

.....

*Cost of documents: Rs 1000/- (Rupees One Thousand only)*

**ASSAM SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.**

(A Govt. of Assam Undertaking)  
M.R.D Road, Bamunimaidan, Guwahati-21  
Email: asidcassam.in@gmail.com

**Tender form for Supply of Pharmaceutical Instruments/ Equipments**

Tender Reference No.	:	SIDC/AAP/SLP(T)/343/19-20/4814
Date of commencement of Download of Tender documents	:	10/10/19
Last date and time for submission of Tender	:	24/10/19 upto 2.00 PM
Time and date of opening of Tender (Technical Bid)	:	25/10/19 at 3.00 PM
Place of opening of Tender	:	ASIDC Ltd., Bamunimaidan, Guwahati-21.
Address for communication	:	Managing Director Assam Small Industries Development Corporation Ltd. MRD Road, Bamunimaidan Guwahati – 781021
Cost of Tender documents	:	Rs. 1000.00 only in favour of ASIDC Ltd., Bamunimaidan, Guwahati-781021 in the form of demand draft/ banker's cheque or in cash.

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Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

**Assam Small Industries Development Corporation Ltd.**  
(A Govt. of Assam Undertaking)  
MRD Road, Bamunimaidan, Guwahati – 781021

No. SIDC/AAP/SLP(T)/343/19-20

Date: 03-10-19

**NAME OF WORK:** SUPPLY AND INSTALLATION OF PHARMACEUTICAL EQUIPMENTS/ INSTRUMENTS TO THE ASSAM AYURVEDIC PRODUCTS, BAMUNIMAIDAN, GUWAHATI – 21

Assam Small Industries Development Corporation, Bamunimaidan, Guwahati-21 (hereinafter referred as Tender Inviting Authority unless the context otherwise requires) invites Tender for Supply and Installation of Laboratory Instruments/ Equipments to the Assam Ayurvedic Products, Bamunimaidan, Guwahati-21.

**1) Last date for receipt of Tender**

Bidder has to submit the bid document affixing court fee of Rs 8.25 online at [assamtenders.gov.in](http://assamtenders.gov.in) and the hard copy of the same has to be submitted at the office of the Managing Director, ASIDC Ltd., Bamunimaidan, Guwahati-21 on or before 02.00 PM on 24/10/19. Financial bid is not required to be submitted in hard copy. Submission of financial bid in hard copy may lead to the rejection of the tender.

**2) Eligibility criteria**

- i) Tenderer shall be a manufacturer/ authorized dealers of reputed Brand having experience of supplying the item to State Govt. Department / organization/ PSU etc. with valid firm registration.
- ii) Average annual turnover of the Tenderer during the last three financial years – 2016-17, 2017-18, 2018-19 from sales of Laboratory Equipments/ Instruments not less than Rs. 30 lakhs.
- iii) Tenderer should have at least three years market standing as a supplier of Laboratory Equipments/ Instruments with valid trade license.
- iv) Manufacturer/ Authorized dealers have to submit undertaking on non-judicial stamp paper of Rs.10/-that they are not blacklisted either by the Purchasing Department / Procuring Agency or by any State Govt. Department / Undertaking etc

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Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

**3) General Terms and Conditions**

- i) A complete set of Tender/ Bid documents may be downloaded from [assamtenders.gov.in](http://assamtenders.gov.in) by any interested eligible firm. A non-refundable fee of Rs 1000.00 (Rupees one thousand) only as a tender fee in the form of demand draft/banker's cheque drawn in favour of "Assam Small Industries Development Corporation Ltd." must be submitted with the tender.
- ii) Tender without the tender fee will not be accepted.
- iii) Tender will be opened in presence of the tenderer or their authorized representative on the specified date and time as stipulated in the bid documents. No complaint shall be entertained or considered on the plea of postal delay or otherwise and also no correspondence shall be made or entertained for non-compliance of the terms and conditions of the N.I.T submitted with tender.

**4) Technical Bid – Cover-A**

The tenderer should furnish the following in a separate cover hereinafter called 'Cover-A'. Court fee stamp of Rs. 8.25 must be affix.

- i) **Constitution of Company/ Firm/ Unit**  
Documentary evidence regarding Constitution of Company/concern/firm such as certificate of incorporation/ partnership deed etc. with details of the Name, Address, Telephone No., Fax, email Address of the firm and of the Managing Director / Partner /proprietor.
- ii) **Manufacturing Certificate/Dealership Certificate**  
Attested copy of valid manufacturing/dealership certificate from competent Authority of the Government / Manufacturers must be submitted.
- iii) **Power of Attorney to Sign**  
Instrument such as Power of Attorney etc. authorizing an officer/ employee of the tenderer firm to be enclosed with the tender and such authorized person of the Tenderer should sign the tender documents.
- iv) **Authorisation**  
Authorisation letter nominating a responsible person of the tenderer to transact the business with the Tender Inviting Authority.
- v) **Undertaking (of Bidder)**  
Undertaking in the form at Annexure - I
- vi) **Annual Turnover**

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Bamunimaidam, Ghy-21

Annual turnover statement for last 3 years i.e 2016-17, 2017-18, 2018-19, along with current commitment for the current financial year in the format given in Annexure-II.

- vii) **Execution of similar contracts**  
Details of Pharmaceutical Equipments/ Instruments supplied during the last three years with summary of purchase orders and performance certificates issued by clients in the specified format Annexure-III. (Copies of purchase order & performance certificate to be enclosed). (Preferable average annual execution of order is Rs. 20 lakhs).
- viii) **GST**  
GST registration certificate along with FORM 3B of last three months has to be submitted along the bid.
- ix) **Income Tax Return**  
Up to date Income Tax Return against the PAN of the unit/Firm
- x) **Details of Manufacturing Unit/Authorized Dealer**  
Details of Manufacturing Unit/Authorized Dealer in the specific format at Annexure-IV.
- xi) **Agreed terms and conditions**  
Agreed terms and conditions as per Annexure-V.
- xii) **Signature and Seal on each page**  
The tender should be signed by the bidder in all pages with office seal.
- xiii) **Catalogue**  
The tenderer must submit catalogue of each offered items. (where necessary)
- xiv) **Checklist of documents**  
A checklist (Annexure-VI) for the list of documents enclosed with their page No. The documents should be numbered and serially arranged as per this Annexure and should be securely tied or bound.
- xvi) Period required to supply and install the item must be specific clearly.
- xvii) The firm whose product is found suitable must have to provide training at their own expense to two persons of the users inside India.
- xviii) Customs clearance, transportation of the equipments from the port of entry on the country to the site of installation shall be the sole responsibility of the supplier in case of imported items.

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- xix)** The price of the essential accessories/ parts and the consumable for the operation of the equipment should also be included in the price of the equipment. However, prices of the accessories required at a subsequent stage may be shown separately.
- xx)** Total Indian Rupee values should be shown against each imported equipments equivalent to the prices of the foreign currency.
- xxi)** Civil works, Renovation, Electrical Work, Flooring, etc. shall have to be done by the supplier and should be shown separately, if required for installation of any equipments.
- xxii)** The warranty period of the equipments should be mentioned clearly against each equipment.
- xxiii)** Comprehensive maintenance charges for 5 years after the warranty period should be shown properly.  
The above documents should be sealed in a separate cover superscribed as TECHNICAL BID – Cover–A. (Tender for Supply of Pharmaceutical Equipments/ Instruments due on 24-10-19 and addressed to the Managing Director, Assam Small Industries Development Corporation Ltd., M.R.D. Road, Bamunimaidan, Guwahati 781021, Kamrup(M), Assam.

**5) Tender fee and EMD (Cover - B)**

A non-refundable fee of Rs 1000.00 (Rupees one thousand) only as a tender fee and Rs 2,00,000/- (Rupees Two Lakh Only) as a EMD in the form of demand draft/banker's cheque drawn in favour of "Assam Small Industries Development Corporation Ltd." must be submitted with the tender.

**6) Cover for Cover – A and Cover- B**

The two separately sealed covers (Technical Bid "Cover-A" and EMD/Tender Fee "Cover-B") shall be placed together inside another cover which shall be sealed and superscribed as "TENDER FOR SUPPLY OF PHARMACEUTICAL EQUIPMENTS/ INSTRUMENTS" due on 24-10-19 and delivered at the office of the Managing Director, Assam Small Industries Development Corporation Ltd., M.R.D. Road, Bamunimaidan, Guwahati 781021, Kamrup (M), Assam.

**7) Opening of Tender**

- i) Tenderer or their authorized representatives are entitled to be present on the date and time of opening of Technical Bid.

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- ii) Only those tenderer whose technical bids are found to be acceptable after technical evaluation will be invited to be present at the date and time of opening of financial bid.

The price quote of the Tenderer not found technically qualified will not be open.

**8) Validity of Tender**

Tender shall be remain valid for acceptance for a period of 180 (one hundred eighty) days after opening of Technical Bid. Tender with shorter validity shall be rejected. Tender Inviting Authority may solicit tenderer's consent for an extension of validity period.

**9) Other Conditions**

**i) Item details and quantity**

The details of item with specification and quantity are shown in Annexure-VIII.

**ii) No revision/ modification**

No tenderer will be allowed at any time on any ground, whatsoever, to claim revision or modification of tender submitted.

**iii) Time delivery schedule**

Time delivery schedule should be mentioned in the tender. Cross conditions such as "SUBJECT TO AVAILABILITY", "SUPPLIES WILL BE MADE AS AND WHEN CONSIGNMENTS ARE RECEIVED", etc. will not be considered under any circumstances and the tender of those shall be treated as incomplete and will be summarily rejected.

**iv) Execution of order**

Supplies should be made directly by the successful tenderer and no subcontract is allowable.

**v) Inspection**

Tender Inviting Authority or his authorized representative had the right to inspect the premises of tenderer at any point of time and also has the right to reject the tender or terminate / cancel the order issued based on adverse report brought out during such inspections. The Tenderer shall extend all facilities to the team to inspect.

**10) Acceptance of tender**

**i) Tender evaluation**

Tenders will be evaluated with reference to the various criteria of Technical Bid and thereafter the Tender Committee will finalize/determine the price per unit from the quoted rates.

Committee may seek justification of rates quoted if required.

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ii) **Right to Reject Tender**

Tender Inviting Authority reserves the right to accept the tender or to reject the tender for all items or for any one or more of the items tendered at any point of time without assigning any reason.

iii) **Tender Acceptance**

The acceptance of tenders will be communicated to the successful tenderer in writing, however Tender Inviting Authority is not bound to accept the lowest quoted rate.

**11) Agreement**

The successful tenderers shall execute an agreement on a non-judicial stamp paper of value of Rs 100/- (stamp duty to be paid by the tenderer) as per proforma at Annexure–X within 10 days from the date of intimation from the Tender Inviting Authority informing that his tender has been accepted or within 10/15 days from the date of issue of supply order.

**12) Earnest Money Deposit**

An amount of Rs. 2,00,000.00 (Rupees Two lakhs only) only is to be deposited as Earnest Money in the form of demand draft of a nationalized bank in favor of ASIDC Ltd. payable at Guwahati. The Earnest Money Deposit will not earn interest.

**13) Security Deposit**

The successful tenderer, within 10 days of signing of the agreement, shall be required to submit security deposit of 5% of the order value in the form of Bank Guarantee from any Indian Scheduled Bank in favour of ASIDC Ltd. valid for a period of one year from the date of order. However, if the supplier fails to execute the order or fails to perform the services as per agreement in addition to other panel action, the Bank Guarantee shall be encashed and the amount will be forfeited.

**14) Supply Condition**

i) **Purchase order**

Subject to the availability of fund.

ii) **Specification and quality**

The items supplied by the successful tenderer shall be of best quality and shall comply with the specification.

iii) **Delivery period**

The ordered quantity must be delivered and installed at destination as specified in the order. However, considering the volume of quantity the delivery period may be varied as per instruction of the Indenting Department.

iv) **Delivery point/ Destination**

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Bamunimaidam, Ghy-21



Items should be delivered and installed at destination as specified in the supply order.

v) **Penalty for delayed delivery**

a) In case there is delay in delivery beyond the stipulated period as mentioned in the purchase order, there shall be reduction of price @2% of the value of delayed goods per week of delay or part thereof subject to a maximum of 10% of the total value of the order.

b) Once the maximum price reduction is reached, termination of the contract may be considered. Non-performance of the contract provisions shall make the successful tenderer liable to be disqualified to participate in any tender for the next 5 years in addition to forfeiture of security deposit and other panel actions.

vi) **Guarantee**

Supplier shall give guarantee against any and all defect in design, workmanship of materials and performance for a period of 12 months from the date of supply. If any defects develops during the guarantee period, it should be remedied promptly free of cost by the supplier including expenses of transportation required for such repair or replacement if needed.

vii) **Shortage or damage**

It shall be the responsibility of the supplier for any shortage/ damage at the time of receipt in warehouse/ delivery point. Tender Inviting Authority will not be responsible for the same and no order would be placed.

**15) Force Majeure**

The above conditions of delivery period, price reduction and termination etc. are subject to force majeure conditions which are beyond the control of supplier, do not involve fault or negligence of the supplier and are not anticipated. Such event may include but are not limited to riots, mutinies, war, fire, storm, tempest, flood, earthquakes, epidemics or other exceptional causes like quarantine restriction, freight embargoes on specific request made by the bidder. The time period of supply may be extended by the Tender Inviting Authority at their discretion for such period as may be considered reasonable. However, the condition shall not include scarcity of raw materials, power cut, labour dispute, failure of sub-vendor and increase in cost of raw materials.

**16) Payment Provisions**

i) No advance payment will be made to the successful tenderer.

ii) Payments towards the supply of products will be made strictly as per rules of Tender Inviting Authority. All payment shall be made by way of crossed A/c payee cheque/ demand draft drawn in favour of the supplier/ RTGS.

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Bamunimaidam, Ghy-21

- iii) On completion of supplies of ordered quantities, bills/ invoices should be raised in triplicate in the name of Tender Inviting Authority and the same will be released to the supplier.

**17) Annulment of award, forfeiture of security deposit and fresh award**

Failure of the successful tenderer to comply with the requirements of signing of agreement and/ or submission of security deposit within the time schedule as stipulated above shall constitute sufficient grounds for the annulment of the award and forfeiture of the security money. Under such a situation the proposal may be received for award of the contract to the other qualified tenderer or go for a fresh tender depending on the circumstances. In case it is decided the originals evaluated rate will not be changed.

**18) Saving Clause**

No suit, prosecution or any legal proceedings shall lie against Tender Inviting Authority or any person for anything that is done in good faith or intended to be done in pursuance of Tender.

**19) Law covering the contract and jurisdiction**

The contract shall be governed by the law in force in India. In the event of any dispute arising out of the tender, such dispute would be subject to the jurisdiction of the Court within the Guwahati city only.

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Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

UNDERTAKING

To,

.....  
.....

Tender No. ....  
For supply of .....

Sir,

- 1) I, Shri ..... on behalf of M/s ..... having registered office at ..... do hereby declare that for the above and undertake to comply with all tender items and conditions.
- 2) I/we undersigned hereby bind myself/ ourselves to the office of ..... to supply ..... The rates quoted by me/ us for the items tendered for are specified against each. It is certified that rates quoted are lowest quoted for any institution in India and not higher than the MRP/ prevailing market rate.
- 3) The articles shall be strictly as per specification and of the best quality as per requirement of the Indenting Department. The decision of the office of the ..... (hereinafter called the said purchaser) as regards to the quality and specification of articles shall be final and binding on me/us.
  - (a) Authorisation from Manufacturer (in case of non manufacturer tenderer)  
We shall furnish authorization from the manufacturer legally enforceable undertaking to the purchaser in appropriate format obligations valid for a period of 5 (five) years from the date of supply of the supplied equipments.
- 4) We agreed to the conditions of the tender otherwise for which the Earnest Money Deposit and Performance Security Deposit shall be forfeited.
- 5) We hereby undertake to pay the penalty as per terms and conditions of the contract for delayed supply of the ordered items.

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Bamunimaidam, Ghy-21

- 6) We agreed to accept amount of the bill to be paid by the purchaser after completion of all formalities and should any amount of the bill found by the purchaser/ auditors to have been overpaid, the amount so found shall be refunded by me/us.
- 7) We hereby undertake to supply the items during the validity of the tender as per direction given in supply order within the stipulated period.
- 8) The Tender Inviting Authority has the right to accept or reject any or all tenders without assigning any reason.
- 9) We understand all terms and conditions of the contract and bind myself / ourselves to abide by them.
- 10) We hereby declare that there is no vigilance/ CBI or court case pending / contemplated against us at the moment.

Signature :

Name:

Designation:

Date:

Name & Address of the firm:

[Type text]



Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

**ANNUAL TURNOVER STATEMENT OF THE MANUFACTURER**

The Annual Turnover of M/s .....  
for the last three years and concurrent commitment for the current financial year are given  
below and certified that the statement are true and correct.

Sl. No.	Year	Turnover, Rs. in Lakhs
1	2016-17	
2	2017-18	
3	2018-19	
Total		Rs. ....

**Concurrent Commitment:**

Sl. No.	Contract Ref.	Purchaser	Total Contract value	Outstanding value	Estimated delay in completion

Date:

Place:

Signature of Auditor/ Chartered  
Accountant

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

**Annexure – III**

Tender No .....

**PERFORMANCE STATEMENT**

Sl.	Name of the product	Quantity supplied	Year of supply	Value	Name and full address of the purchaser
	1	2	3	4	5
1					
2					
3					

(Please use additional sheets if required. Copies of purchase orders executed during last three financial years to be enclosed)

Signature :

Name:

Designation:

Date:

Name & Address of the firm:

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

**Annexure – IV**

**Declaration on Manufacturing Unit /Authorized Dealer.**

Tender No.

For supply of :

1.	Name of the Tenderer	
2.	Full Postal Address	
3.	Telephone No/ Fax No.	
4.	Email Address	
5.	Date of inception of Business	
6.	Registration No. & Date	
7.	Issued by	
8.	Validity	
9.	Details of manufacturing/ dealership activity	
10.	Name of Govt. Department / Pvt. Institutions to which the tenderer already supplied the items with quantity value and supply period	
11.	Has the tenderer ever been blacklisted by any govt. agency? If yes, give details.	
12.	Are any cases pending in the court related to any supplier? If yes, give details.	

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

13.	Does the firm has adequate facilities for inspection and quality control. If yes, give details.	
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I Shri ..... proprietor/ partner/ Director of M/s ..... hereby declare that the information given in this form is true and correct to the best of my knowledge and belief.

I/ we agree to the Tender Inviting Authority forfeiting the performance security deposit and blacklisting us, if any information furnished by us is proved to be false at the time of inspection on non-compliance with terms and conditions of the contract.

I offer to supply the items mentioned in the schedule (enclosed in price quote) at the rate quoted therein.

Signature :

Name:

Designation:

Date:

Name & Address of the firm:

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21



Tender No. & Date SIDC/AAP/SLP(T)/343/19-20 Dated : - 03/10/19

**AGREED TERMS & CONDITIONS**

**A. Details of Bidder**

Tenderer's Name:

Offer Ref:

Telephone No:

Fax No:

Contact Person:

Signature:

E-mail:

**B. Definitions**

- 1) "Purchaser" means Assam Small Industries Development Corporation Ltd.
- 2) "Tenderer" means a person or firm or company who has made an offer for supply of goods and /or service as per tender.
- 3) "Site" means the premises of the purchaser or any other place as decided by the Purchaser.

NOTE: The questionnaire below must be duly filled in and should be enclosed with un-priced

Technical Bid, (Cover–A). Clauses confirmed here under should not be repeated. All commercial terms and conditions should be indicated in this format. If necessary, details including deviations to the terms and conditions of the bid document, if any, should be enclosed as annexure to this questionnaire.

Sl. No.	Description	<u>Vendor's Confirmation</u> (Confirmed/ Noted/ Deviation furnished separately)
	<b>C. Technical</b>	
1	Confirm that you meet the eligibility criteria as per bid document and have furnished relevant documents.	
2	Confirm acceptance of Technical Specification and scope of supply as per Tender Document.	
3	In case of deviations, confirm that the same have been highlighted separately.	
4	Confirm that literature and technical data, wherever applicable, have been enclosed.	
5	Confirm that all certificates/ documents furnished.	
	<b>D. Commercial</b>	

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Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

1	It is noted that any deviations to the commercial terms and conditions shall lead to loading of prices or rejection of offer.	
2	Confirm that the quoted landed price is inclusive of cost of containers, packing & forwarding charges, freight, insurance and all duties and taxes viz. Excise Duty, GST is shown separately.	
3	Confirm furnishing of price break-up of each item showing basic price of item and GST as % age of basic price to arrive at landed price in D2 above.	
4	It is noted that the statutory variations in taxes and duties within the contractual delivery period shall be borne by the purchaser.	
5	If there is any variation or fresh imposition of Excise Duty at the time of supply due to various reasons, including turn-over, confirm that the same shall be borne by supplier.	
6	If clause 5 above is not acceptable, advice maximum possible rate of additional ED chargeable; this shall be loaded to your price.	
7	Confirm that in case any new or additional duties and taxes are imposed after the contractual delivery date due to delays attributable to the supplier the same shall be borne by the supplier. This will be in addition to Price Reduction for Delay in Delivery.	
8	Confirm acceptance of Price Reduction Schedule for delay in delivery @ 2% of delayed value of goods per week of delay or part thereof subject to maximum of 10% of the total order value.	
9	Confirm acceptance of Delivery Period as indicated under Clause 14(iii) of the bid document.	
10	Confirm acceptance of relevant payment terms specified in the bid document.	
11	It is noted that delivery period, price reduction, termination etc. are subject to Force Majeure Condition as stipulated in the bid document.	
12	Confirm that the quoted prices shall remain firm & fixed till complete execution of the order.	
13	a) In case you are a manufacturer confirm that the prices quoted are not higher in any respect than MRP. b) In case you are a dealer/ distributor / authorized agent, confirm that the prices quoted are as per manufacturer's price list with appropriate discount.	

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 Managing Director  
 A. S. I. D. C. Ltd.  
 Bamunimaidam, Ghy-21

14	Packing / forwarding, transportation, loading/unloading and insurance are supplier's responsibility. However, to protect the items from physical damages and/or deterioration due to weather during transit supplier to ensure proper packing & handling arrangement. Please confirm compliance.	
15	Confirm that security deposit of 5% of the total order value in the form of a Bank Guarantee from a nationalized bank shall be furnished, which will be valid for a period of one year from the date of order.	
16	Confirm acceptance of Part Order.	
17	In case of material having shelf life, confirm that you have declared the same with the expiry date. Also confirm that such materials shall be dispatched within 30 days from the date of manufacture.	
18	It is noted that the purchaser would disown any responsibility/ liability toward irregularity. Contravention or infringement of any statutory regulations including those of patent, on manufacture or supply of good covered by the order.	
19	Terms & Conditions indicted in this format shall not be repeated in the bid. Terms & Conditions indicated elsewhere and contradicting those in this format shall be ignored. Confirm compliance.	
20	Confirm that you shall observe the highest standard of ethics during bidding and incase favoured with an order, the execution of the order will be completed, without resorting to any fraud, corruption and/or coercion.	
21	Confirm that the offer shall be valid for a period of 180 days from the date of bid opening.	

Signature:

Name:

Designation:

Date:

Name & Address of the firm

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 Managing Director  
 A. S. I. D. C. Ltd.  
 Bamunimaidam, Ghy-21

**Annexure – VI**

**CHECK LIST**

<b>Sl. No.</b>	<b>Cover A</b>	<b>Yes</b>	<b>No</b>
1.	Court Fee Stamp affixed.		
2.	Documentary evidence for the constitution of the company/ concern.		
3.	Attested photocopy of Manufacturing/Dealership License duly approved by the Licensing Authority for the products quoted along with trade.		
4.	Power of Attorney, Resolution of Board etc. authorizing an officer of the Tendering firm.		
5.	Detailed specifications & dimensions of each item. Along with catalogue, drawings etc. if any.		
6.	Undertaking in the form at Annexure–I.		
7.	Annual Turnover Statement for 3 years as per Annexure–II.		
8.	List of similar contracts executed during the last 3 years as per Annexure–III.		
9.	GST certificate along with FORM 3 B		
10.	Up-to-date Income Tax Return against PAN.		
11.	Details of Manufacturing Unit/ Authorized Dealer as per Annexure–IV.		
12.	The List of items quoted as per Annexure–IX.		
13.	Agreed Terms and Conditions as per Annexure–V.		
14.	Signature and seal on each page of Tender Document.		
<b>Sl. No.</b>	<b>Cover B</b>	<b>Yes</b>	<b>No</b>
1	EMD and Tender fee		

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21



**Annexure – VIII**

**ITEM DETAILS AND QUANTITY**

<b>Sl. No.</b>	<b>Name of Instruments/ Apparatus</b>	<b>Technical Specification</b>	<b>Quantity</b>
1	A) Automatic Batch Printing Machine(4 line)		1 Unit
	B) Fixed Speed Conveyor System for Printer		1 Unit
2	Dehumidifier	1.5 Ton. with Automatic Voltage Stabilizer.	1 Unit
3	Air Conditioner	1.5 Ton with Stabilizer. (Including Installation)	2 Unit
4	Electronic Tablet Counting & Filling Machine (CGMP) capacity 300 to 600 tablet per minute		1 Unit
5	Automatic Dry powder measuring & filling		1 Unit
6	Pisti with Stirrer (End Runner)		1 Unit
7	Solar Drier	Product spreading area 18 meter square (around 150Kg. Capacity) or 193.65 sq.ft. Solar drier, drier outer 24 swg food grade stainless steel 304 and inner 26 swg food grade stainless steel 304 for commercial use.	1 Unit
8	Vacuum Cleaner		1 Unit
9	Electronic Balance	10 gm to 1 kg	1 Unit
10	Pouch Packing Machine		1 Unit
11	Muffle Furnace for Bhasma preparation	The casting is made of thick Stainless steel sheet. Chamber size: - 150x150x300mm.	1 Unit
12	Semi Automatic Oil filling Machine		1 Unit
13	Multi Purpose Trolley	Caster Wheel :- 100 X 35 Capacity :- 100 kg Material :- Stainless Steel	1 Unit
14	Dust Extractor		1 Unit
15	S.S. Vessel for fermentation	300-500 Ltr.	1 Unit

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

**FORM OF CONTRACT AGREEMENT**

This Contract agreement is made this..... day of month ..... year .....  
between:-

- i) Name & Address of Purchaser:-
  
- ii) Name & Address of the Supplier:-  
(Principal)

Whereas ASIDC Ltd. invited Tender for certain goods / items for Pharmaceutical instruments/ equipments and accepted by the Supplier (Principal) to supply the goods at the lowest approved rate by ASIDC Ltd. and a contract is awarded to the principal by ASIDC Ltd., the deeds of the contract is described as follows:-

For execution of ASIDC's order No..... Date.....  
placed with M/s..... This Agreement is made at  
Guwahati the ..... between Assam Small Industries  
Development Corporation Ltd., Guwahati, acting through the Managing Director or his  
nominee (called the Purchaser) of the one part and M/s.....  
with registered Office at P.O..... village .....  
District..... represented by its proprietor / partner / Director  
Shri..... Son of / Wife of .....  
age..... Residing at .....  
(hereinafter called the principal which expression shall include his administrators,  
representatives, heirs and permitted assigns ) of the other part.

WHEREAS the Purchaser has agreed to engage the principal as a qualified supplier of  
Instruments/ Equipments as per Tender Notice No.....  
dt..... for supply of the following materials (details as mentioned in ASIDC's  
Order No..... dt.....)

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

- 1)
- 2)
- 3)

NOW, therefore this agreement witnessed as follows:-

IN CONSIDERATION of the fact that the Principal has agreed to supply the goods under the following terms and conditions.

1. The principal will supply the ordered goods as per the specification and quality as per terms conditions as mentioned in the tender & supply order of ASIDC Ltd.
2. In the event of any complaint for supply of substandard, un-specified materials and not in conformity of approved specification and quality, the principal shall be liable to replace / rectify the supplied materials at their own cost. If any damages are claimed by the Purchaser ..... for non supply of quality goods the same shall also be borne by the principal.
3. The principal shall give guarantee against any and all defects in design, workmanship of materials and performance for a period of 12 months. If any defect develops during the guarantee period it shall be remediated free of cost by the supplier including transportation required for such reason.
4. The principal will deliver the ordered goods to Assam Ayurvedic Products within the delivery period indicated in the supply order and the principal will return the receipted copies of the challan duly signed by the authorized person with seal along with satisfactory report as indicated in the order of the Purchaser.
5. The principal will submit bill together with the challan and other documents as required against the supply for release of payment.
6. The principal will deposit a security deposit @ 5% of the order value in the Form of Bank guarantee from any Indian Schedule Bank in favor of ASIDC Ltd. valid for a period of one year.

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21



7. That in case of any shortage, leakage, damage, breakage, late supplies, late submission of Motor transport receipt, delivery, challans inadequate packing, etc. or any losses in transit for whatever circumstances or reasons, it shall be on the account of the principal and the amount thus involved shall be deducted from his bills.
8. That in case of contravention of any clauses, condition or part of this agreement and / or of the supply order which result in any loss, damage and or penalty, the Purchaser reserves the right to initiate proper and necessary action for recovering the same from the principal and the principal hereby convenants to identify the Purchaser of all such sums as may be found due and payable.
9. In the event of cancellation of order by the purchasing department, and to terminate the agreement for which the principal cannot claim for compensation of loss from the Purchaser.
10. All the documents i.e. agreement, Terms & conditions of Tender, Technical requirements shall constitute the contract between Purchaser and the principal and each shall be an integral part of contract.
11. All disputes arising out of this agreement are subject to the Jurisdiction of the Courts situated in Guwahati only.

In witness whereof the parties hereto have signed hereunto the date year written at the beginning.

WITNESSES:

(FOR AND ON BEHALF OF THE PRINCIPAL)  
ALONG WITH SEAL

- 1.
- 2.
- 3.

(FOR AND ON BEHALF OF ASIDC LTD.)  
ALONG WITH SEAL

[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21

## EVALUATION

Sl. No.	Heads	Marks
1.	Financial stability of the organization/firm based on annual Turnover for 3 years financial year 2016-17, 2017-18 & 2018-19. Average of three years turnover will be taken for marking. Solvency status will also be taken into account.	20
2.	Experience of the Tenderer in executing similar assignment in Government and allied organization in last 3 (three) years.  (Preferable average annual execution of order is Rs. 20 lakhs)	30
3.	Registration and confirmation to other statutory norms	20
4.	Warrantee of the supply by the tenderer for 12 months	10
5.	Head Office in Assam for at least past three years.	10
6.	Submission of catalogue	10

**Total Marks                    100**

A minimum of 70 marks will have to be obtained by the tenderer to qualify the technical evaluation. ASIDC reserves the right to reduce the minimum qualifying marks base on any exigencies the bids.

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[Type text]

  
Managing Director  
A. S. I. D. C. Ltd.  
Bamunimaidam, Ghy-21