NATIONAL INSTITUTE OF BIOLOGICALS  
(Ministry of Health & Family Welfare-Government of India)  
A-32 Sector-62, NOIDA – 201 309 (UP), India  
Phones : (91) 0120 – 240 0022/72, Fax : (91) 0120 – 240 3014, 240 2865  
E mail : info@nib.gov.in  

Procurement Department  

E- TENDER  
LIMITED TENDER ENQUIRY  

Q/NIB/20-21/14  
Dated: 16.06.2020  

Due date of online submission of offer up to: 07.07.2020 (15:00 hrs.)  
Due date of online opening of offers: 07.07.2020 (15:30 hrs. Onwards)  

Subject: Tender Enquiry for supply Rabbits & Guinea Pigs Diet – Reg.  

Sir,  

I am to send you this Tender Enquiry with the request to submit the most competitive offer for supply of the following items as per the details mentioned below:-  

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Description</th>
<th>Qty (Annual Requirement)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Rabbits &amp; G. Pigs diet.</td>
<td>18000 KG</td>
</tr>
</tbody>
</table>

The above-mentioned annual requirement is approximate and may vary according to requirement. The supply will be obtained on as and when required basis or decided by the Director, NIB. The detailed general condition and technical specifications of required feed may be referred in attached "Annexure - I"  

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Bid Meeting</td>
<td>22.06.2020 at 2:30PM onwards</td>
</tr>
<tr>
<td>Last Date and time of submission of Tender</td>
<td>up to 3:00PM</td>
</tr>
<tr>
<td>Technical Bid Opening</td>
<td>at 3:30PM onwards</td>
</tr>
<tr>
<td>EMD</td>
<td>The Bidder shall furnish bid security (Rs. 30000/-) (Rupees thirty thousand only) in the form of Demand Draft in favour of National Institute of Biologicals, NOIDA payable at NOIDA from a schedule bank OR Bank Guarantee as per the format enclosed as Annexure- II</td>
</tr>
</tbody>
</table>

Eligible Micro & Small Enterprises (MSME's) are exempted from payment of EMD.
The details of NEFT for EMD through Bank Transfer are as under:-

<table>
<thead>
<tr>
<th>NAME OF BANK</th>
<th>BANK OF BARODA, SECTOR-29, NOIDA (U.P)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME OF ACCOUNT</td>
<td>NATIONAL INSTITUTE OF BIOLOGICALS</td>
</tr>
<tr>
<td>S.B. ACCOUNT</td>
<td>26290100001774</td>
</tr>
<tr>
<td>IFSC CODE</td>
<td>BARBONOIDAX (5th digit is Zero)</td>
</tr>
</tbody>
</table>

In case of EMD deposited through NEFT / RTGS directly in NIB's Bank Account relevant details (UTR No., date & time, transaction details etc.) should be provided necessarily in the Technical-Bid.

Any Bid not accompanied by EMD will be rejected by the Purchaser as non-responsive.

**PRE-QUALIFICATION CRITERIA:**

1) Experience of having successfully completed similar works during the last seven year ending 31st March, 2020 should be either of the following:-
   (a) Three similar completed works each costing not less than the amount of Rs. 5.90 lakhs/ (rupees five lakhs ninety thousand only)

   Or

   (b) Two similar completed work each costing not less than the amount of Rs. 8.85 lakhs (Rupees eight lakh eighty five thousand only)

   Or

   (c) One similar completed work costing not less than the amount of Rs. 11.80 lakhs/- (Rupees eleven lakh eighty thousand only)

2) Supplier's average annual turnover of last three financial year should be of at least Rs. 50.00 lakhs (Rupees fifty lakhs only) p.a.

**Please indicate the price on following terms & Conditions**

1. **Price:** - FOR NIB/ Free Delivery at A-32, Sector-62, NOIDA-201309.

2. **Taxes / Other charges:-** GST & other charges should clearly be mentioned in price bid otherwise bid will not be accepted.

3. **Custom Duty:** - NIB will provide necessary certificate as NIB is registered with DSIR for the purpose of availing of custom duty exemption in terms of Government Notification No. 51/96- customs dated 23 July 1996 and Central Excise Duty exemption in terms of Government Notification No. 10/97- Central Excise dated 1st March 1997 as amended from time to time. To avail the exemption, NIB shall be providing the above certificate along with the supply order, subject to above indicate applicable duty.

4. **Payment:-** 100% payment within 30 days from the date of receipt of items in good condition.

5. **Quantities:** The above mentioned quantities are tentative and it may be increased on decreased by 25% during one year contract period.

6. **Delivery:** On as and when required basis for a period of 1 year. However, the item to be delivered within 15 days from the date of intimation from NIB.

7. **Unsuccessful bidder's bid security will be discharged / returned as promptly as possible but not later than 30 days after the expiry of bid validity period prescribed by the purchaser.**
8. **Delay Delivery Discount:** Delay delivery of all or any such item(s) or goods in which event the purchase shall be entitled to a discount on or reduction of the contract price in sum equivalent of 0.5% (Zero point five percent of value of goods/items delivered late for each week or part of a week of delay, subject to maximum of 10% (ten percent) of undiscounted/unreduced contract price for the relative good items/ and / or risk purchase will be affected at your risk and expenses.

9. **Transit Insurance:** For delivery of goods at site, the insurance shall be obtained by the supplier for an amount equal to 110% of the value of goods from "warehouse to warehouse" (ultimate destination) on "all risks" basis including strikes.

10. **Performance Security** - In case of award of work, the successful bidder is required to submit Performance Security deposit equivalent to 10 % of order value within 10 days of the date of Award of Order, in the form of DD drawn in favour of "National Institute of Biologicals" payable at Noida / New Delhi. The Performance Security can also be given in the form of Bank Guarantee in the prescribed format enclosed. The Security Deposit shall remain in force for 60 days after completion of the contract.

**General Conditions:**

1. The bidders should have valid class 3 Digital sign certificate with encryption.

2. Bidders are requested to register on E Tendering portal on https://nib.euniwizarde.com and also please read the instruction on our website www.nib.gov.in as well as on https://eprocure.gov.in/epublish/app.

3. Tenderer may download the Tender Enquiry documents from the website i.e., https://nib.euniwizarde.com as well as www.nib.gov.in.

4. The submission of tender online can only be done through E Tendering portal on https://nib.euniwizarde.com.

5. Tenderer should ensure that their tender complete in all respects are submitted online through e-portal only.

6. Technical bid (consisting of eligibility criteria & technical specification, viz, product specification sheets / OEM Certificate etc.). Bidders may name the files indicating the nature of content in pdf format which would be required to be attached in e-tender. Further, the Technical Bid should consist of:
   a) All relevant information asked in the specifications of feed proposed to be supplied.
   b) Compliance certificate in respect of Technical Specifications Catalogue, Technical Literature, if any, should be enclosed with Technical Bid only.
   c) Demand Draft for EMD amount has to be submitted. The bidders who want to submit physical EMD through Demand draft must ensure that the same is submitted to Sr. A.O. (P) before closing of submission of tender date and time. However, the agencies registered with NSIC / MSME/ SSI along with its Annexure for these items are exempted from depositing Earnest Money) bid security. However, they have to enclose valid registration certificate with tender in a sealed envelope superscripted "BID SECURITY DEPOSIT". It is also to clearly state that the NSIC / MSME/ SSI registered supplier are not exempted from depositing Performance Security, thus performance security to be deposited as per terms of the Tender, which will be retained by NIB throughout the year till completion of contractual obligation (as specified in point no. 10 above).
   d) In case of distributors / dealers of reputed manufacturer, copy of authorization certificate from manufacturer in original should be enclosed with the offer.
   e) Copies of GST Registration Certificate and PAN card.
f) Statement of infrastructure used in pelleting, drying and packaging of product under hygienic conditions.

g) Agreements / Purchase Orders for similar supply to other reputed Labs. / Govt. Institutes along with the satisfactory performance certificates from the customers.

h) Addresses and contact numbers of the present customers.

i) Please note that there should not be any price information in the Technical Bid failing the offer will be summarily rejected.

j) Tenderer has to give an affidavit (in a non-judicial stamp paper worth Rs. 100/- duly notarised) that (Annexure-IV).

- My/ our firm has not been blacklisted during last three years by any of the Govt. Department / Govt. Autonomous Body / Institute / PSU, etc.

- My / our Firm has not any dispute with any of the Govt. Department / Govt. Autonomous Bodies / Institutions / PSUs / Plus etc.

- My / our Firm has not submitted any fake certificates / documents and later on if any such certificates / documents' found to be fake / wrong, any criminal and legal action can be taken against their Firm / Agency besides forfeiture of Earnest Money & blacklisting etc.

- There are no complaints exists against my / our Firm such as delayed supply, non-submission of performance Bank Guarantee (BG) and refusal of supply and for which no punishment imposed.

**Samples:**

Sample of minimum 2kg of feed along with latest certificate of proximate analysis of feed for the following Parameters from Animal Feed Analytical And Quality Assurance Laboratory, Veterinary College and Research Institute, Namakkal – 637 002 Tamil Nadu, should be submitted along with the bid:-

- a) Moisture
- b) Crude Protein
- c) Crude Fibre
- d) Ether Extract
- e) Total Ash
- f) Calcium
- g) Phosphorus
- h) Iron
- i) Manganese
- j) Gross Energy
- k) Aflatoxin- B1
- l) Aflatoxin- B2
- m) Aflatoxin –G1
- n) Aflatoxin- G2

7. The price bid should be submitted online in xls format. Price-Bid of technically qualified bidders will be opened. Price should consist of:

I. Offer must be in Indian Rupee Only.

II. The Price Bids should be submitted in the enclosed format (Annexure-III-III)

III. Taxes / duties are to be specified clearly, else price will be treated as inclusive of all.

IV. The bidder should quote unconditional rates and indicate the item wise prices along with taxes and discount offer, packing, forwarding, transit insurance,
freight paid and door delivery basis including handling / unloading at purchaser site separately. The contract prices shall also include all taxes and duties applicable at the time of supply of goods except GST which should indicate separately in the price bid as applicable. Further the rates quoted by the tenderer shall include all eventualities such as rain, accidents, fire, riots etc.

V. Price charged for the stores supplied after awarding contract should under no event higher than the lowest prices at which the agency sells the items of identical descriptions to any other Govt. Organisation during the period of contract failing with the “Fall Clause” shall be applicable. A certificate to this effect may be provided by the tenderer in NIB format Annexure ‘V’

8. For Any Tender query call on this number: Sonu Kumar 9355030631

9. Bidders are requested NOT to submit the hard copy of Financial Bid. In case the hard copy of financial bid is submitted in Physical form the tender shall be straightway rejected.

10. Price are to be quoted in the price bid online on e-tender portal in xls format & apply digital signature certificate.

11. Soft copies of the latest purchase order received from other Govt. institutions for these items may please be submitted in PDF format.

12. Fall Clause Certificate: To submit as per format enclosed (Annexure I) in PDF format.

13. Customer reference list for the similar items for last three year may be provided.

14. If a firm quotes NIL charges / consideration, the bid shall be treated as an unresponsive and will not be considered.

15. The resultant contract will be interpreted under Indian laws.

16. If the lowest acceptable bidder against ad-hoc requirement is not in a position to supply the full quantity required, the remaining quantity, as far as possible, be ordered from the next higher responsive bidder at the rates offered by the lowest responsive bidder.

17. Bidders will not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.

18. The Institute reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.

19. Please quote whether your organization is large scale industry or small scale industry. If you have valid NSIC/MSME/SSI/DGS&D Certificate etc. for supply of Tender’s items, so please attach it to the quotation. Mention your registration details.

20. Complete details and ISI specification if any must accompany the quotation. Make/brand of the item shall be stated wherever applicable. If you have got any counter offer as suitable to the material required by us, the same may be shown separately.

21. All supplies are subject to inspection and approval before acceptance.

22. In case the items in the enquiry are covered by any rate contract or available on GeM or any other state or central Government, it should be specified in your quotation and accepted contract rates should also be mentioned. Also uploading the Price Bid in the Technical Bid will result in the rejection of the tender.

23. Payment of GST is primarily the responsibility of the seller and will not be paid unless the percentage value is clearly mentioned in the quotations. If no indication regarding GST is recorded in the quotation, the GST will be considered as inclusive.
24. If the deliveries are not maintained and due to that account Procuring Entity is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.

25. A bidder shall be debarred for minimum 1 year to maximum 3 years to participate in procurement process if he has been convicted of an offence under the prevention of Corruption Act, 1988; or any other law for the time being in force, for causing any loss or property or causing a treat to public health as part of execution of a public procurement contract. Biologicals” payable at Noida/New Delhi or Bank Guarantee as per the enclosed format.

26. The bidder and its authorized distributor either for supply of good or to quote against tender enquiry should not be blacklisted by any Government Organization / Central and State autonomous / statutory bodies etc. If it is found that the bidder or its authorized distributor is blacklisted, its bid will be summarily rejected at any stage of Tender process.

27. In the event the Manufacturer/Supplier proposes for amalgamation, acquisition or sale of it business to any firm during the contract period, the Buyer/Successor of the Principal Company are liable for execution of the contract and also fulfilment of contractual obligations. While submitting your bid, you may confirm this condition.

28. NIB, Reserves the Right to verify the credentials furnished by the bidder and inspect the manufacturing plant / site through a Technical Evaluation Committee of experts, constituted by the Director, NIB. If any information furnished is found to be incorrect at any stage, then the respective agency shall be liable to be debarred from tendering in NIB in future.

29. Analysis Report of supplied Feed: Vendor will have to provide detailed analysis report for critical nutrient parameters, microbial and chemical contaminants and heavy metals from a NABL accredited or equivalent laboratory on half yearly basis for batches supplied at NIB, Noida. Random chemical analysis of feed will be carried out for its nutritional composition by NIB to monitor the quality of feed from time to time. Defective materials must be replaced from NIB stores on basis within 30 days of inspection and intimation to the vendor.

30. Dispute clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at Delhi only.

31. Online bids will be opened on due date at 3.30 pm.

32. Validity of the offer should have for a period of 90 days from the date of bid opening.

33. As per latest Govt. Notification preference will be given to ‘Make in India’ manufacturers.

Please read tender conditions carefully and submit your offer by due date.

Price- The price may be reviewed by NIB any time as per the Market Rate of required feeds.

(W.Z Quazi)
Sr. Administrative Officer (Procurement)

Encl.
1. Specification of feed required is attached at Annexure-I
2. Price bid Schedule is attached at Annexure-II
3. Bid Security Form is attached at Annexure-III
4. Undertaking format is attached at Annexure-IV
5. Fall Clause Certificate format is attached at Annexure-V
6. PBG format is attached at Annexure-VI
7. Check List format is attached at Annexure-VII
NATIONAL INSTITUTE OF BIOLOGICALS
ANIMAL FACILITY

Technical Specifications for Diet of Laboratory Mice, Rats, G.Pigs and Rabbits

1) The pelleted or extruded diet should be a complete balanced diet based on the nutritional requirement of each Lab animal species i.e. Mice, rats, G. Pigs and Rabbits.

2) Animal diet should be made from good quality human food grade ingredients (Grade I free from adulteration) like Corn, wheat, maize, roasted Bengal gram, casein, vegetable oil (ISO certified) skimmed milk powder and should contain adequate amount of all essential minerals and vitamins in required amount.

3) Diet should not be have fish meal, meat meals or meat by-products, alfalfa meal soybean meal or reduced levels and animal fat.

4) Animal diet should be processed and packed under proper hygienic conditions to ensure that it is free from microbial contamination which are harmful to laboratory animals.

5) Diet should have good palatability with no undesirable odors.

6) The pelleted or extruded diet may be packaged in laminated paper bags(polythene bag). These bags are sealed by sewing and made of good quality so that can be withstand the temperatures of autoclaving without showing any rupturing.

7) Animal diet should be autoclavable and bioavailability of nutrients after autoclaving should be at par with the nutritional requirement of individual species (Presumed losses due to autoclaving should be accounted).

8) The approximate nutrient composition of the diet should be as follows:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Nutrients</th>
<th>Breeding diet for rats/mice</th>
<th>Maintenance diet for rats/mice</th>
<th>Rabbits/G. Pigs diet</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Crude protein</td>
<td>Not less than 19%</td>
<td>12-18%</td>
<td>Not less than 16%</td>
</tr>
<tr>
<td>2.</td>
<td>Crude Fat</td>
<td>Not less than 4.5 %</td>
<td>4-6%</td>
<td>Not less than 3%</td>
</tr>
<tr>
<td>3.</td>
<td>Crude Fiber</td>
<td>Not more than 5.5%</td>
<td>2-6%</td>
<td>More than 5.5%</td>
</tr>
<tr>
<td>4.</td>
<td>Total Ash</td>
<td>Not more than 8.0%</td>
<td>Not more than 8.0%</td>
<td>Not more than 9%</td>
</tr>
<tr>
<td>5.</td>
<td>Moisture</td>
<td>Less than 10%</td>
<td>Less than 10 %</td>
<td>Less than 10%</td>
</tr>
</tbody>
</table>

*Minerals & Vitamins: All essential minerals (Ca, NO, Mg, Ferious, Mn, K, Zn, Cobalt etc.) and vitamins like Vitamin A, D, E, K, B complex, Choline, chloride, PABA etc.) should be added to the feed to meet the species requirement.

9) The animal diet should be free from or have within permissible limits heavy
metals like Lead, Arsenic, Cadmium, Nickel, Mercury etc; naturally occurring mycotoxins like Aflatoxin; Chemical contaminants like insecticides, rodenticides, hormones, antibiotics, fumigants and microbial contaminants like bacteria, molds, fungi etc.

10) Each Batch of Pellet /extruded diet should have the Proximate analysis report including:
   - Date of Manufacture
   - Date of Expiry
   - Proximate Analysis Report
   - Analysis report on Microorganisms

11) Random chemical analysis of feed will be carried out for its nutritional composition by NIB to monitor the quality of feed from time to time. Defective materials must be replaced from NIB stores on basis within 30 days of inspection and intimation to the vendor.

12) Animal diet should have a shelf life of at least 4-5 months.

13) The diet should be fortified with required vitamins and trace minerals.

14) Vendors will have to provide detailed analysis report for critical nutrient parameters, microbial and chemical contaminants and heavy metals from a NABL accredited or equivalent laboratory on half yearly basis for batches supplied at NIB, NOIDA.

15) The delivery time required after necessary order should be mentioned by the vendors in his offer and will have to be strictly adhered to it.

16) Bidders are requested to submit at least 3 kg of sample of each feed to check its palatability, wastage as dust and physical texture before and after autoclaving.

17) All above details should be clearly mentioned in the technical bid to be considered for technical evaluation.
## ANNEXURE – II
### PRICE SCHEDULE

<table>
<thead>
<tr>
<th>S.No</th>
<th>Item Description</th>
<th>Quantity</th>
<th>Ex-Works Price</th>
<th>Packing &amp; Forwarding</th>
<th>Inland transportation insurance and other local costs incidental to delivery</th>
<th>Incidental services as listed in clause</th>
<th>Unit Price ( \text{INR} )</th>
<th>Total Price ( \text{FOR NIB, NOIDA) INR} )</th>
<th>Applicability</th>
<th>GST if applicable against DSIR Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Rabbits &amp; G. Pigs Diet</td>
<td>18000 kg</td>
<td>(a)</td>
<td>(b)</td>
<td>(c)</td>
<td>(d)</td>
<td>(a+b+c+d+)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Notes:
1. In case of discrepancy between unit price and total price, the unit price shall prevail.
2. Destination of material: National Institute of Biologicals, Noida (UP)
3. Bidders to quote Ex – works Price in Rupees and other Charges (if any) towards Packing & Forwarding, GST extra/Any other taxes & duties separately in terms of Percentage of Ex – Works price. NIB is exempted for Customs & Excise duty under the provision of Notification No. 51/96 – Customs dt. 23.07.1996 and 10/97 – Central Excise dated: 01.03. 1997.
4. Indicate Installation & Commissioning schedule _____ (days/weeks), Cost _____, if any and inclusive / exclusive in above price.
5. Indicate Training (at NIB site/supplier site) schedule _____ (days/weeks), Cost _____, if any and inclusive / exclusive in above price
6. “Technical Bid” (Un – price bid) to contain this price schedule keeping price as ‘Bank’. However, bidder to fill up all other columns and indicate in percentage the charges, if any, for Packing & Forwarding, ED, ST/CST/VAT, Freight etc.

Total bid price in fig. ____________________ In words _____________________________________________________________________________________________________________________________

NIB is having DSIR Certificate for availing commercial duties / taxes (GST)

Tender No: Q/NIB/20-21/14

Signature ofBidder ____________________

Place: ____________________

Name ____________________

Date: ____________________

Business Address ____________________
SECTION - V

(On Non-Judicial Stamp Paper appropriate value)

BID SECURITY FORM

Whereas .................. (hereinafter called "the bidder") has submitted its bid dated ..............(date of submission of bid) for the supply of ...................... (name and/or description of the goods) (hereinafter called "the Bid")

KNOWN ALL PEOPLE by these presents that WE ..................(name of bank) of ............... (name of country), having our registered office at .................. (address of bank) (hereinafter called "the Bank"), are bound unto ...................... (name of purchaser) (hereinafter called "the Purchaser") in the sum of .............. for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents.

Sealed with the common seal of the said bank this ______day of _______20_____.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the bidder on the bid form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of bid validity:
   (a) fails or refuses to execute the contract form if required; or
   (b) fails or refuses to furnish the performance security, in accordance with the Instruction to Bidders;

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including forty five (45) days after the period of the bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

........................................
(Signature of the Bank)

Name of Bidder
UNDEARTAKING

An undertaking is given herewith that:

- My/ our firm has not been blacklisted during last three years by any of the Govt. Department / Govt. Autonomous Body / Institute / PSU, etc.
- My / our Firm has no dispute with any of the Govt. Department / Govt. Autonomous Bodies / Institutions / PSUs / Plus etc.
- My / our Firm has not submitted any fake certificates / documents and later on if any such certificates / documents' found to be fake / wrong, any criminal and legal action can be taken against their Firm / Agency besides forfeiture of Earnest Money & blacklisting etc.
- There are no complaints against my / our Firm such as delayed supply, non-submission of performance Bank Guarantee (BG) and refusal of supply and for which no punishment of any type.
- We unconditionally accept all the terms & conditions of the Tender Enquiry.

Bidder's Signature and Seal

(Full name, designation of the person in the Firm/Agency)

Note:- Tenderer has to give above statement on an non-judicial stamp paper worth Rs. 100/- duly notarised.
PROFORMA OF FALL CLAUSE CERTIFICATE

If any subsequent date after submission of quotation or placing of Supply Order, the manufacturer (the term manufacturer will also include his authorized distributor/agent) reduces the sale price of such stores or sells such stores to any party at a price lower than the price charged/chargeable against supply order placed by the National Institute of Biologicals, Noida, the manufacturer (including his authorized distributor/agent) as aforesaid in case the quotation is submitted by them and supply/service is also effected by them) will forth-with notify such reduction in Sale price to National Institute of Biologicals, NOIDA and price payable for the stores to be supplied against the Supply Order after the date of such reduction in sale price coming into force, shall stand reduced correspondingly and will be reimbursed to the Institute.

(Signature & Date of Tenderers with Rubber Stamp.)
Annexure-VI

(On Non-Judicial Stamp Paper appropriate value)

Section VIII-PROFORMA OF BANK GUARANTEE (PERFORMANCE)

To
National Institute of Biologicals,
A-32, Institutional Area,
Sector-62, NOIDA-201309
India

Dear Sirs,

In consideration of the National Institute of Biologicals (hereinafter called "the Institute" which expression shall include its successors and assigns) having awarded to:

M/s. _______________________________ (Constitution)  
______________________________ (Address)

______________________________ (hereinafter referred to as "the Contractor" which expression shall include its successors) a works/purchase contract in terms, inter-alia, of the Institute(s) Letter of Acceptance No./Purchase Order No. __________________________ dated __________________________ and the Tender Documents (hereinafter called the "said contract" which expression shall include any and all formal contracts entered into in addition to in supersession of the said Letter of Acceptance and all amendments and modifications in the said contract upon the condition of contractor furnishing an undertaking from a Bank as performance guarantee for a sum of (currency) __________________________ (currency) __________________________ only) amounting to 10% (ten percent) of the total contract value for the payment of the Owner's claims under the said contract.

We (Name) __________________________  
(Constitution) __________________________  
(hereinafter called "the Bank" which expression shall include its successors and assigns) hereby undertake to pay the Institute in (currency) forthwith on first demand in writing and without protest or demur or proof or condition any and all moneys anywise claimed by the Institute from the Contractor under, in respect of or in connection with the said contract as specified in any notice of demand made by the Institute on the bank with reference to this undertaking up to an aggregate limit of (currency) __________________________(currency-in words) __________________________ only).

AND the Bank hereby agrees with the Institute that:
i) This undertaking shall be a continuing undertaking and shall remain valid and irrevocable for all claims of the Institute and liabilities of the Contractor arising up to and until the midnight of ________________________.

ii) This undertaking shall be in addition to any other undertaking or guarantee or security whatsoever that the Institute may now or at any time have in relation to its claims or the Contractor's obligations/liabilities under and/or in connection with the said Contract, and the Institute shall have full authority to take recourse to or enforce this undertaking in preference to the other under-taking or security(ies) at its sole discretion, and no failure on the part of the Institute in enforcing or requiring enforcement of any other undertaking or security shall have the effect of releasing the Bank from its full liability hereunder.

iii) The Institute shall be at liberty without reference to the Bank and without affecting the full liability of the Bank hereunder to take any other undertaking or security in respect of the contract's obligations and/or liabilities under or in connection with the said contract or to vary the terms vis-a-vis the Contractor or the said contract or to grant time and/or indulgence to the Contractor or to reduce or to increase or otherwise vary the prices or the total contract value or to release or to forebear from enforcement of all or any of the obligations of the contractor under the said contract and/or the remedies of the Institute under any security(ies), now, or hereafter held by the Institute and no such dealing(s), variation(s), reduction(s), increase(s), or other indulgence(s) or arrangements with the supplier or release or forbearance whatsoever shall have the effect of releasing the bank from the full liability to the Institute hereunder or of prejudicing rights of the Institute against the bank.

iv) This undertaking shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution of insolvency of the contractor but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to the Institute in terms hereof.

v) The Bank hereby waives all rights at any time inconsistent with the terms of this undertaking and the obligations of the bank in terms hereof shall not be any wise affected or suspended by reason of any dispute or disputes having been raised by the Contractor (whether or not pending before any arbitrator, tribunal or court) or any denial of liability by the Contractor or any other order or communication whatsoever by the Contractor stopping or preventing or purporting to stop or prevent payment by the Bank to the Corporation hereunder.

vi) The amount stated in any notice of demand addressed by the Institute to the bank as claimed by the Institute from the Contractor or as liable to be paid to the Corporation by the Contractor or as suffered or incurred by the Corporation on account of any losses or damages or costs, charges and/or expenses shall be between the bank and the Institute be conclusive of the amount so claimed or liable to be paid to the Corporation.
or suffered or incurred by the Institute, as the case may be, and payable by the bank to Institute in terms hereof.

vii) The bank doth hereby declare that Shri ______________________who is ______________________ (his designation) is authorised to sign this undertaking on behalf of the Bank and to bind the Bank thereby.

This _______________ day of ______________ 20 ___.

Yours faithfully

For ______________________
(Signature)

Name ______________________

Designation ______________________

Name of Bank ______________________

Dated: ______________________

Note:

1. This Guarantee/Undertaking is not to be witnessed.
2. This guarantee/undertaking is required to be stamped as an agreement according to the stamp duty prescribed in the country in which it is executed.
3. This guarantee/undertaking is required to be sent by the Vendor's banker directly to the purchaser (the Institute).

The Bank Guarantee should be (Nationalized or Schedule Bank) from any Indian or foreign bank having branch in India, on non-judicial stamp paper of value commensurate with amount as per norms. The Bank Guarantee issuing branch should be situated in India.
ANNEXURE VII

CHECK LIST

BIDDERS SHOULD FURNISH SPECIFIC ANSWER TO ALL THE QUESTIONS GIVEN BELOW TENDERERS MAY PLEASE NOTE THAT IF THE ANSWER SO FURNISHED ARE NOT CLEAR AND / OR EVASIVE THE TENDER WILL BE LIABLE TO BE IGNORED.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Question</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>DD/Pay Order / NEFT for Tender Document Fee.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>DD/Pay Order / NEFT for stipulated EMD?</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Tender Document Duly Filled, serially numbered, stamped and signed on each page?</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Annexure &quot; General Information about Bidder&quot; filled and signed?</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>If registered with NSIC then copy of necessary registration certificate?</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>90 days of validity of Tender kept or not?</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Copy of GST Registration Certificate and PAN Card of agency / proprietor</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Rates quoted are in INR (Rs. / Kg ) only?</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Rates not quoted in Technical Bid?</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>All other annexures, documents, affidavit, declarations etc. submitted or not?</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Sample of each type of Feed with analysis report for NABL accredited laboratory?</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Authorization certificate in case of authorized agency?</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>List of clients (Govt. Institutes, Labs, PSU etc.) with address and contract of concerned person?</td>
<td></td>
</tr>
</tbody>
</table>
Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the e-tender Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-tender Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-tender Portal. More information useful for submitting online bids on the e-tender Portal may be obtained at: https://nib.euniwizarde.com.

REGISTRATION:

1. Bidders are required to enroll on the e-Procurement Portal (URL https://nib.euniwizarde.com) with clicking on the link “Online bidder Registration” on the e-tender Portal 2360 per year.

2. As part of the enrolment process, the bidders will be required to choose a unique user name and assign a password for their accounts.

3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.

4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.

6. Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.

7. The scanned copies of all original documents should be uploaded on portal.

SEARCHING FOR TENDER DOCUMENTS:

There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Item/work id, Title, Date, etc. download the required documents / tender schedules, Bid documents etc. Once you pay fees, tenders will be moved to the respective “Register” Tab.

Please feel free to contact ITI Helpdesk (as given below) for any query related to e-tendering. 1. Helpdesk No: Mr. Sonu kumar (9355030631).