



**THIRUVANANTHAPURAM REGIONAL COOPERATIVE
MILK PRODUCERS' UNION LTD.
(TRCMPU Ltd.)**

**"KSHEERA BHAVAN", PATTOM,
THIRUVANANTHAPURAM – 695 004**

BID REF. NO. 135/TRU/P&I/MED/2018-'19/E-TEND-1(M)

**E-TENDER FOR
SUPPLY OF VETERINARY MEDICINES
(MANUFACTURERS)**

2018-'19

BID FORM

1. Registered Name of Bidder :

2. Address :

3. Telephone

i) Land phone :

ii) Mobile :

4. E-mail :

5. Fax :



**THIRUVANANTHAPURAM REGIONAL COOPERATIVE MILKPRODUCERS' UNION LTD.
KSHEERA BHAVAN, PATTOM, THIRUVANANTHAPURAM – 695 004**

NOTICE INVITING TENDER

The Managing Director, Thiruvananthapuram Regional Cooperative Milk Producers Union Ltd (TRCMPU Ltd.) invites online bids exclusively from **Reputed Manufacturers (The items supplied by the bidder must have the same banner / label under which they participated in the bid)** for the supply of veterinary medicines to the four district headquarters (Thiruvananthapuram, Kollam, Alappuzha and Pathanamthitta) of TRCMPU.

1.	Tender No. & Date	135/TRU/P&I/MED/2018-'19/E-TEND-1(M) Dated 21.03.2019 E-TENDER ID: 2019_KCMMF_275327
2.	Scope of tender	Supply of veterinary medicines as per Annexure- 1 to the four district headquarters (Thiruvananthapuram, Kollam, Alappuzha and Pathanamthitta) of TRCMPU Ltd.
3.	Specification	As per Annexure - 1
4.	Estimated Amount	Rs. 37 Lakhs (Approx.)
5.	Bid Submission Fee	Rs. 1,000/- (Rupees One thousand Only)
6.	Earnest Money Deposit	Rs. 15,000/- (Rupees Fifteen thousand Only)
7.	Date and Time of Publication of e- tender.	21.03.2019; 10:00 AM
8.	Date of Submission of e-tender	21.03.2019; 10:00 AM to 29.03.2019; 05:00 PM
9.	Date and time of opening of e-tender	02.04.2019; 10:00 AM
10.	Place of Opening	TRCMPU Ltd., "Ksheera Bhavan", Pattom Thiruvananthapuram – 695 004.
11.	Bid Validity	3 months
12.	Expiry date of medicines supplied	Products shall have at least 3/4 th of its shelf life remaining as per specified storage conditions from the date of supply
13.	Delivery time	Supply shall be effected preferably within 30 days from the date of purchase order. However, the supply shall not be delayed beyond a maximum of 45 days from the date of purchase order.
14.	Mode of supply	The items are to be supplied in two instalments. The purchase order for first instalment (70% of total quantity) will be issued within one month of acceptance of tender. The second instalment (remaining 30%) shall be purchased six months after the first supply.
15.	Validity of rates quoted	The rates quoted shall be valid for a minimum period of six months, so that the second instalment, i.e. 30% of total quantity, shall have to be supplied at the same rate.

**sd/-
Managing Director**



TERMS & CONDITIONS

Thiruvananthapuram Regional Cooperative Milk Producers' Union Ltd. (TRCMPU) invites competitive rates for the Supply of veterinary medicines as per annexure - 1 to its four district headquarters (Thiruvananthapuram, Kollam, Alappuzha and Pathanamthitta).

1. **Eligibility and qualification requirements:**
 - a) **The bidder should be in business as Manufacturer of veterinary medicines for a minimum period of five years at the time of bid opening. (The items supplied by the bidder must have the same banner / label under which they participated in the bid)**
 - b) Annual financial turnover during the last two years shall not be less than the probable value of the contract as specified in the Invitation to Bid.
 - c) The bidder shall furnish documentary evidence for the above including copy of Income Tax Returns (certified true copies) for the previous two years, failure of which will lead to disqualification.
 - d) All bids submitted shall include the following information.
 - I. Copies of original documents defining the constitution or legal status, place of registration and principal place of business of the company or firm or partnership or if a joint venture, of each party there to constituting the bidder.
 - II. Copies of Sales tax & service tax registration certificate.
 - III. Details of experience and past performance of the bidder on works of similar nature, and details of current work in hand and other contractual commitments shall be submitted.
2. **Tender Fee & Earnest Money Deposit**
 - a) The Tender fee and EMD as given in the invitation to bid shall be accepted via online transaction only, through the site www.etenders.kerala.gov.in.
 - b) EMD of the unsuccessful tenderer shall be released immediately after the award of the contract to the successful tenderer.
 - c) The EMD of the successful bidder shall be released after cent percent (as per both indents) supply of items (See item no. 14 in Notice inviting tender, page no. 2).
 - d) No interest shall be paid for the EMD towards the period for which it lies in deposit.
3. **Quantity of items: -**
 - a) List of veterinary medicines required are specified in **Annexure - 1**.
 - b) **Managing Director, TRCMPU Ltd., reserves the right to increase or decrease the total quantity of items by a maximum of 20% (either during the first or second stage of purchase)**
4. **Agreement: -** The successful bidder has to execute an agreement on Rs. 200/- Kerala stamp paper within 15 days of receipt of order. Model format of the agreement is provided in **Annexure – 2**.
5. **Delivery & Billing Address: -**

The items are to be supplied in two instalments. The purchase order for first instalment (70% of total quantity) will be issued within 15 days of acceptance of tender. The second instalment (remaining 30%) shall be purchased within six months of acceptance of tender. The items must be supplied to the four district offices of TRCMPU. The invoices are to be prepared and the items to be dispatched to the following addresses.

Sl. No.	Billing & Despatch Address	Account Details
1	Manager, Thiruvananthapuram Regional Cooperative Milk Producers Union Ltd., Thiruvananthapuram Dairy, Ambalathara, Poonthura P. O., Thiruvananthapuram, Kerala, PIN – 695 026. Ph: 0471-2381410, 2382562	GSTIN: 32AAAAT9795J3ZV Central Bank of India, Milma Branch, Thiruvananthapuram A/C No.: 1498800241 IFSC Code: CBIN0284154 PAN No.: AAAAT9795J
2	Manager, Thiruvananthapuram Regional Cooperative Milk Producers Union Ltd., Kollam Dairy, Thevally, Kollam, Kerala, PIN – 691 009. Ph: 0474-2794556, 2794884, 2797991	GSTIN: 32AAAAT9795J4ZU Canara Bank, Anandavalleeswaram, Kollam A/C No.: 0815201000939 IFSC Code: CNRB0000815 PAN No.: AAAAT9795J
3	Assistant Manager, Thiruvananthapuram Regional Cooperative Milk Producers Union Ltd., P&I Office (MILMA), Mannar, Alappuzha, Kerala, PIN – 689 622. Ph: 0479-2312562	GSTIN: 32AAAAT9795J2ZW State Bank of India, Mannar, Alappuzha A/C No.: 67091741309 IFSC Code: SBIN0070088 PAN No.: AAAAT9795J
4	Manager, Thiruvananthapuram Regional Cooperative Milk Producers Union Ltd., Pathanamthitta Dairy, Mamoodu, Nariyapuram P. O., Pathanamthitta, Kerala, PIN – 689 513. Ph: 0468-2350801	GSTIN: 32AAAAT9795J5ZT State Bank of India, Nariyapuram, Pathanamthitta A/C No.: 67108221658 IFSC Code: SBIN0070512 PAN No.: AAAAT9795J

6. **Terms of payment: -**

- a) 90% payment shall be released within 30 days of receipt of the items in satisfactory condition, as per the first purchase order (i.e. 70% of total quantity). The balance 10% shall be released along with the final payment following the successful supply of items as per the second purchase order (Remaining 30% of total quantity)
- b) **However, 100% payment against the first purchase order can be released, if the tenderer is willing to execute a bank guarantee (format as per Annexure - 3) equivalent to the remaining 10% value of items as per the first purchase order. In this case, the bank guarantee shall have minimum 8 months' validity.**

7. **Note to Bidders:**

- a) Bidders are advised to note the Tender ID and Tender No. & Date for reference.
- b) All uploaded documents should contain the signature and the office seal of the bidder/authorized persons and should be digitally signed while uploading. Documents uploaded without digital signature shall entitle rejection of the tender.
- c) The Managing Director, TRCMPU Ltd., reserves the right to reject any or all the technical bids, if he finds the same would safeguard the best interest of TRCMPU.
- d) The price bid of only those bidders who qualify in the technical bid will be opened.

- e) TRCMPU does not bind itself to accept the lowest offer and reserves the right to accept any offer in part or full without assigning any reason. The bidders shall not have any claim in this regard.
- f) Hard copies of the documents mentioned under cover 1 and copy of this tender document duly signed on all pages to be submitted within a day or two from the date of opening. Non-submission of hard copies by the bidder may lead to rejection of their offer.
- g) The final acceptance of the tenders rests entirely with the Managing Director, TRCMPU, who do not bind themselves to accept the lowest or any tender.
- h) If the successful tenderer fails to execute the supply of items as per the purchase orders within the stipulated time, the earnest money deposited by them will be forfeited to TRCMPU and the contract arranged elsewhere. In case where a successful tenderer, after having made partial supply, fails to execute the contract in full, all or any of the material not supplied, may, at the discretion of the undersigned, be purchased by means of another tender / quotation or by negotiation or from the next higher tenderer who had offered to supply and the losses, if any, caused to TRCMPU shall thereby together with such sums as may be fixed by TRCMPU towards the damages be recovered from the defaulting tenderer. Even in cases where no alternative purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate given in the tender of the defaulter shall be forfeited and balance alone shall be refunded.
- i) The EMD, shall subject to the condition specified herein, be returned to the bidder after cent-percent (as per both indents) supply of items (See item no. 15 in Notice inviting tender), but in the event of any dispute arising between TRCMPU and the Bidder, TRCMPU shall be entitled to deduct out of the EMD the corresponding amount of such damages, and the expenses as may be claimed, until such dispute is determined.
- j) The Bidder shall not assign or hand over the contract or the benefits or burdens thereof to any other person or body corporate. The bidder shall not underlet or sublet to any person or persons or body corporates, the execution of the contract or any part thereof without the consent in writing from the undersigned, who shall have absolute power to refuse such consent or rescind such consent (if given) at any time, if he is not satisfied with the manner in which the contract is being executed and no allowance or compensation shall be made to the bidder or the sub-contractor upon such rescission. Provided always that if such consent be given at any time, the bidder shall not be relieved from any obligation, duty or responsibility under the contract.
- k) Every notice hereby required or authorized to be given may be either given to the bidder personally, or left at his residence or last known place of abode/business, may be handed over to his agent personally or may be addressed to the bidder by post at his usual or last known place of abode/business and if so addressed and posted shall be deemed to have been served on the bidder on the date on which, in the ordinary course of post, a letter so addressed and posted would reach his place of abode/business.
- l) The tenderer shall undertake to supply materials according to the standard sample and/or specifications.
- m) No representation for enhancement of rates once accepted will be considered.
- n) Samples should be forwarded, if called for, and the unapproved samples shall be collected back by the tenderer at their own cost. Sample sent by VP post/freight to pay will not be accepted. The approved samples may or may not be returned, at the discretion of the undersigned. Samples sent by post, railway or plane should be so dispatched so as to reach the undersigned not later than the date on which the tenders are due. TRCMPU will not be responsible if any sample is found to be missing at any time due to the non-observance of the provisions of this clause. Tenderers whose samples are received late will not be considered. Sample should be forwarded under separate cover duly listed and the corresponding numbers of the item in the tender schedule should also be noted in the list of samples.

- o) **The price quoted should be inclusive of all duties, cesses etc., as per the format in the BOQ.**
No additional claim other than above shall be entertained subsequently.
- p) Special conditions, if any, of the tenders attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.
- q) Bills/invoices must be raised as per the billing addresses mentioned in the purchase order.
- r) The consignments have to be sent as freight paid. Materials sent on Freight to pay basis or negotiation of dispatch document through Bank will not be accepted.
- s) Supply shall be effected preferably within 30 days from the date of purchase order. However, the supply shall not be delayed beyond a maximum of 45 days from the date of purchase order. Delivery after the specified period is subjected to confirmation from this office.
- t) Payment will be made directly to the company to whom the purchase order is issued, unless the bidder endorse an authorised supplier to execute the order and collect the payment on their behalf. All incidental expenses incurred by TRCMPU, if any, for making payments shall be borne by the bidder.
- u) Any product newly introduced shall be actively marketed by the firm in Kerala state for at least 1 year to be considered for selection.
- v) All products must clearly indicate the date of manufacture and expiry. **Products shall have at least 3/4th of its shelf life remaining as per specified storage conditions from the date of supply.** This condition is to be abided strictly. Any deviation from the said clause will be viewed seriously to the extent of rejection of goods supplied. The payment for the goods received will not be effected and such goods will be returned to the consignor at their own expense.
- w) All claims shall be addressed to the undersigned.
- x) Arbitration - In case of any dispute, the Registrar of Cooperative Societies of Kerala State shall be the sole Arbitrator as per the provisions of Kerala Cooperative Societies Act 1969.
- y) Jurisdiction – Thiruvananthapuram (Kerala) only.

for TRCMPU Ltd.,

sd/-
Managing Director
Thiruvananthapuram Regional Cooperative Milk Producers' Union Ltd.,
"Ksheera Bhavan", Pattom,
Thiruvananthapuram, Kerala – 695 004.
Tel. No.: 0471 2447109
Fax No.: 0471 2449567

E-TENDER FOR SUPPLY OF VETERINARY MEDICINES (MANUFACTURERS)**LIST OF MEDICINES**

SL NO	NAME OF ITEM	PRESENTATION	QTY
A.	ANTIBACTERIALS / ANTIPROTOZOALS		
1	AMOXYCILLIN + CLOXACILLIN INJ	4.5 GM	2,350
2	AMPICILLIN + CLOXACILLIN INJ	2 GM	1,050
3	CEFOPERAZONE SULBACTAM INJ	4.5 GM	1,500
4	CEFTIOFUR INJ	1 GM	800
5	CEFTRIAZONE SODIUM INJ	3 GM	2,850
6	CEFTRIAZONE SULBACTAM INJ	4.5 GM	2,250
7	CEFTRIAZONE TAZOBACTAM INJ	3.375 GM	1,750
8	DIMINAZENE INJ (DIMINAZENE ACETURATE 70 MG + PHENAZONE 375 MG)	30 ML	200
9	ENROFLOXACIN INJ (100 MG/ML)	100 ML	1,500
10	GENTAMICIN INJ (40 MG/ML)	100 ML	1,250
11	INTRAMAMMARY PREPARATION (AMPICILLIN + CLOXACILLIN)	10 ML TUBE	700
12	INTRAMAMMARY PREPARATION (CEFOPERAZONE SODIUM)	10 ML TUBE	450
13	MARBOFLOXACIN INJ (100 MG/ML)	30 ML	370
14	OXYTETRACYCLINE HCL INJ (50 MG/ML)	100 ML	1,300
15	STREPTOPENICILLIN INJ	5 GM	2,750
16	SULFADIAZINE TRIMETHOPRIM I/V INJ (400 MG + 80 MG)	30 ML	550
17	SULFAMETHOXAZOLE TRIMETHOPRIM BOLUS 1.2 GM	1's	500
B.	ANTI-INFLAMMATORY/ ANTIHISTAMINIC DRUGS		
18	CHLORPHENIRAMINE MALEATE INJ (10 MG/ML)	100 ML	950
19	DEXAMETHASONE INJ (4.4 MG/ML)	5 ML	700
20	FLUNIXIN MEGLUMINE INJ (50 MG/ML)	30 ML	450
21	KETOPROFEN INJ (100 MG/ML)	100 ML	950
22	MELOXICAM INJ (5 MG/ML)	100 ML	1,250
23	MELOXICAM PARACETAMOL BOLUS (100 MG + 500 MG)	1's	350
24	PHENYL BUTAZONE + SODIUM SALICYLATE INJ (200 MG/ML)	100 ML	600
25	PREDNISOLONE ACETATE INJ (10 MG/ML)	10 ML	600
26	TOLFENAMIC ACID INJ (80 MG/ML)	20 ML	450
C.	INTRAVENOUS INFUSIONS		
27	CALCIUM BOROGLUCONATE INJ	450 ML	2,900
28	CALCIUM MAGNESIUM BOROGLUCONATE INJ	450 ML	645
D.	HORMONES		
29	CLOPROSTENOL INJ (250 MCG/ML)	2 ML	450
30	GnRH INJ (BUSERELIN ACETATE 0.0042 MG/ML)	5 ML	325

E.	MINERAL / VITAMIN PREPARATIONS		
31	B COMPLEX PLAIN I/V INJ (VITAMIN B1, B6, B12)	100 ML	820
32	B COMPLEX + LIVER EXTRACT INJ	100 ML	720
33	BUTAPHOSPHAN INJ (100 MG/ML)	30 ML	470
34	CO. CU. MN. MG. FE. ZN. I. TABS	100'S	2,400
35	COATED VITAMIN & MINERAL BOLUS (CU. ZN. MN. I., VITAMIN A, D3, E)	1's	1,700
36	CU. CO. MN. FE. SE. & VITAMIN-E. TABS	100'S	2,200
37	SODIUM ACID PHOSPHATE INJ (400 MG/ML)	30 ML	200
38	VITAMIN A, D ₃ , E + BIOTIN INJ	5 ML	450
F.	ANTI-PARASITIC DRUGS		
39	ALBENDAZOLE SUSPENSION (125 MG/5 ML)	1 LIT	110
40	ALBENDAZOLE TAB 600 MG	1's	1,900
41	CLOSANTEL BOLUS 1000 MG	1's	275
42	ECTOPARASITICIDE APPLICATION (AMITRAZ 125 MG/ML)	15 ML	120
43	ECTOPARASITICIDE APPLICATION (DELTAMETHRIN 12.5 MG/ML)	25 ML	2,300
44	FENBENDAZOLE BOLUS 1.5 GM	1's	5,000
45	FENBENDAZOLE TAB 150 MG	1's	5,000
46	IVERMECTIN INJ (10 MG/ML)	50 ML	280
47	LITHIUM ANTIMONY THIOMALATE INJ 6%	50 ML	40
48	OXYCLOSANIDE BOLUS 1 GM	1's	520
49	TRICLABENDAZOLE + LEVAMISOLE BOLUS (900 MG + 562.5 MG)	1's	150
G.	HERBAL PRODUCTS		
50	ANTI-BLOAT POWDER	1 KG	75
51	ANTI-DIARRHOEAL POWDER	1 KG	200
52	EXPECTORANT (ANTI-COUGH) POWDER	1 KG	120
53	GALACTAGOGUE TABS	100'S	1,300
54	HERBAL ANTIBACTERIAL SPRAY	100 ML	350
55	HERBAL ANTISEPTIC CREAM	1 KG	125
56	RESTORATIVE & IMMUNOSTIMULANT POWDER	200 GM	700
57	STOMACHIC POWDER	200 GM	800
58	UTERINE ECBOLOC TABS	100's	650

MODEL FORMAT OF AGREEMENT

(On Non-Judicial Stamp Paper of Rs. 200/-)

THIS AGREEMENT made on the ___ day of _____, 20__ between the Thiruvananthapuram Regional Cooperative Milk Producers' Union Ltd., Thiruvananthapuram - 695 004 (hereinafter referred to as "the Union ") of the one part and of _____ (hereinafter referred to as "the Contractor") of the other part:

WHEREAS the Union is desirous that certain goods and ancillary Services should be provided by the Contractor, viz. _____ and has accepted a bid submitted by the Contractor in response to the Union's Bidding Document Reference No. _____ for the supply of those goods and services in the sum of Rs. _____ (Rupees _____ only) hereinafter referred to as "the Contract Price")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- In this agreement words and expressions shall have the same meaning as in the Terms & Conditions in the above-referred Tender Document.
- The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) The offer and the price schedule (BOQ) submitted by the Contractor:
 - (b) The schedule of requirement and the technical specifications in Bidding Document.
 - (c) The terms and conditions in Bidding Document:
 - (d) The Union's Order No. _____ dated _____.
- In consideration of the payments to be made by the Union to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Union to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Union's Order and Bidding Document.
- The Union hereby covenants to pay the Contractor in consideration of the provision of the Goods and Services and the remedying of defects therein, the contract price or such other sum as may become payable under the provisions of the Order at the times and in the manner prescribed in the order and Bidding Document.

IN WITNESS whereof the parties hereto have caused this agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed and delivered
for and on behalf of the within
named contractor of the other part

Signed, sealed and delivered
for and on behalf of the within
named Union

CONTRACTOR.

MANAGING DIRECTOR,
TRCMPU Ltd.,

In the presence of witness

In the presence of witness

1. Signature

1. Signature

Name and address

Name and address

2. Signature

2. Signature

Name and address

Name and address

The Managing Director,
Thiruvananthapuram Regional Cooperative Milk Producers' Union Ltd.
Ksheera Bhavan, Pattom
Thiruvananthapuram - 695 004.

BANK GUARENTEE No. dt.
The Bond and Guarantee made the above date between
..... (hereinafter called as
the bank which term shall include said bank and its successors) of one part and the
Thiruvananthapuram Regional Cooperative Milk Producers' Union Ltd., Thiruvananthapuram
(hereinafter called TRCMPU Ltd) of the other party.
Whereas TRCMPU Ltd. has agree to award the contract to
..... (Hereinafter called the
contractor) as per purchase order No., Dated
.....

Now this indenture witnesseth that in consideration of the promises the Bank hereby undertake and
promise to pay TRCMPU Ltd. on demand by the Managing Director, Thiruvananthapuram Regional
Cooperative Milk Producers' Union Ltd. , Thiruvananthapuram, not exceeding Rs.
(Rupees only) which the contractor may become or be liable to pay
under the said agreement of employment by way of damage or otherwise howsoever including losses,
damages, costs, expenses, penalties for delayed supply or otherwise which may be incurred by
TRCMPU Ltd. owing to any act or default on the part of the contractor or any of his servants, agents
or nominees or otherwise under the said agreement of employment.

And it is hereby expressly agreed and declared as follows:

- a) That is guarantee shall be in force from to to the sum of Rs.
(Rupees only) and the same limit of guarantee shall be reduced
by reason of any payments which may have to be made by Bank in accordance with the terms
thereof.
- b) That the liability of the bank under the terms hereof shall not in any way be affected by any other
security furnished by the contractor and it shall be entirely at the discretion of TRCMPU Ltd. at any
time to proceed either against the Security or against the Bank under this terms thereof.
- c) That no forbearance, want of vigilance, grant of time on the part of TRCMPU Ltd. or alteration in
the terms of the said agreement of employment will discharge the liability of the bank hereunder.
- d) That the decision of the Managing Director, Thiruvananthapuram Regional Cooperative Milk
Producers' Union Ltd. , Thiruvananthapuram, shall be final and binding as to the question whether
the contractor is in fact liable and to the extent of his liability.
- e) We,, lastly undertake not to
revoke this guarantee during the currency of the period of guarantee except with the previous
consent of TRCMPU Ltd. in writing.

Notwithstanding anything contained herein:

- 1. Our liability under this bank Guarantee shall not exceed Rs. (Rupees
..... only).
- 2. This Bank Guarantee shall be valid up to
- 3. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only
and only if TRCMPU Ltd. serves on us a written claim or demand on or before (Date of
expiry of this guarantee)

Date at the day of.....

Signature, Name & Address of signatories on behalf of the Bank.

(Seal)

General Guidelines for e-Procurement

This tender is an e-Tender and is being published online for the supply of items as mentioned in the Invitation to Bid. The tender is invited in two cover system from the registered and eligible parties through e-procurement portal of Government of Kerala (<http://www.etenders.kerala.gov.in>). Prospective bidders willing to participate in this tender shall necessarily register themselves with above-mentioned e-procurement portal. The tender timeline is available in the critical date section of this tender published in www.etenders.kerala.gov.in.

A) Online Bidders registration process:

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on “www.cca.gov.in.” Once, the DSC is obtained, bidders have to register on “www.etenders.kerala.gov.in” website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost. Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088, 2577188, 2577388 or 0484-2336006, 2332262 or 1800-3070-2232 – through e-mail: “etendershelp@kerala.gov.in” for assistance in this regard.

B) Online Tender Process:

The tender process shall consist of the following stages:

- i) **Downloading of tender document:** Tender document will be available for free download on “www.etenders.kerala.gov.in” from the date & time of publication of e-tender, till the last date & time for online submission of e-tender. However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document. Downloading of tender documents will not be possible after the date specified above.
- ii) **Pre-bid Meeting:** NA
- iii) **Publishing of Corrigendum:** All corrigenda shall be published on “www.etenders.kerala.gov.in” and shall not be available elsewhere.
- iv) **Bid submission:** Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document to “www.etenders.kerala.gov.in.” No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- v) **Opening of Technical bid and bidder short-listing:** Technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualification. All documents in support of technical qualification shall be submitted (online) within the due date and time. Failure to submit the documents will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- vi) **Opening of financial bids:** Bids of the qualified bidders shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in the critical date’s section.

C) Documents comprising bid:

- i) **First Stage (Pre-qualification or Technical cover based on 1 cover or 2 cover tender system):**
Pre-qualification or technical proposal shall contain the scanned copies of the documents mentioned in the Terms & Conditions (Clause 1. Eligibility and qualification requirements) which every bidder has to upload.
The department doesn’t take any responsibility for any technical snag or failure that has taken place during document upload.
- ii) **The Second Stage (Financial Cover or as per tender cover system):**
The Bidder shall complete the Price bid as per BOQ in spreadsheet format given for download along with this tender.

Note: - The blank price bid should be downloaded and saved on bidder’s computer without changing file-name, otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.

Fixed price: Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/variable price quotation will be treated as non-responsive and rejected.

D) Tender Document Fees and Earnest Money Deposit (EMD)

The Bidder shall pay a tender document fee and Earnest Money Deposit or Bid Security as given in the Tender Inviting Notice. The Bid security is required to protect the purchaser against the risk of Bidder's conduct, which would warrant the forfeiture of security.

Online Payment modes: The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system:

State Bank of India Multi Option Payment System (SBI MOPS Gateway): Bidders are required to avail Internet Banking Facility in any of below banks for making tender remittances in eProcurement System.

A) Internet Banking Options (Retail)			
1	Allahabad Bank	32	Kotak Mahindra Bank
2	Axis Bank	33	Lakshmi Vilas Bank
3	Andhra Bank	34	Mehsana Urban Co-op Bank
4	Bandan Bank	35	NKGSB Co-operative Bank
5	Bank of Bahrain and Kuwait	36	Oriental Bank of Commerce
6	Bank of Baroda	37	Punjab and Maharashtra Cooperative Bank
7	Bank of India	38	Punjab National Bank
8	Bank of Maharashtra	39	Punjab and Sind Bank
9	Bassein Catholic Co-operative Bank	40	RBL Bank
10	BNP Paribas	41	Saraswat Cooperative Bank
11	Canara Bank	42	Shamrao Vithal Cooperative Bank
12	Catholic Syrian Bank	43	South Indian Bank
13	Central Bank of India	44	Standard Chartered Bank
14	City Union Bank	45	State Bank of India
15	Corporation Bank	46	Syndicate Bank
16	Cosmos Bank	47	Tamilnad Mercantile Bank
17	DCB Bank	48	Tamilnadu Cooperative Bank
18	Dena Bank	49	The Kalyan Janata Sahakari Bank
19	Deutsche Bank	50	Thane Janata Sahakari Bank
20	Dhanalaxmi Bank	51	UCO Bank
21	Federal Bank	52	Union Bank of India
22	HDFC Bank	53	United Bank of India
23	ICICI Bank	54	Vijaya Bank
24	IDBI Bank	55	YES Bank
25	Indian Bank		
26	Indian Overseas Bank		
27	IndusInd Bank		
28	Jammu & Kashmir Bank		
29	Janata Sahakari Bank		
30	Karnataka Bank		
31	Karur Vysya Bank		

B) Internet Banking Options (Corporate)			
1	Bank of Baroda	21	Laxmi Vilas Bank
2	Bank of India	22	Oriental Bank of Commerce
3	Bank of Maharashtra	23	Punjab & Maharashtra Coop Bank
4	BNP Paribas	24	Punjab & Sind Bank
5	Canara Bank	25	Punjab National Bank
6	Catholic Syrian Bank	26	RBL Bank
7	City Union Bank	27	Shamrao Vitthal Co-operative Bank
8	Corporation Bank	28	South Indian Bank
9	Cosmos Bank	29	State Bank of India
10	Deutsche Bank	30	Syndicate Bank
11	Development Credit Bank	31	UCO Bank
12	Dhanalaxmi Bank	32	Union Bank of India
13	Federal Bank	33	UPPCL
14	HDFC Bank	34	Vijaya Bank
15	ICICI Bank	35	Axis Bank
16	Indian Overseas Bank		
17	Janta Sahakari Bank		
18	Jammu & Kashmir Bank		
19	Karur Vysya Bank		
20	Kotak Bank		

During the online bid submission process, the bidder shall select **SBI MOPS** option and submit the page, to view the **Terms and Conditions** page. On further submitting the same, the e-Procurement system will re-direct the bidder to MOPS Gateway, where two options namely **SBI** and **Other Banks*** will be shown. Here, Bidder may proceed as per below:

- a) **SBI Account Holders** shall click **SBI** option to with its Net Banking Facility, where bidder can enter their internet banking credentials and transfer the Tender Fee and EMD amount.
- b) **Other Bank Account Holders** may click **Other Banks** option to view the bank selection page. Here, bidders can select from any of the 54 Banks to proceed with its Net Banking Facility, for remitting tender payments.

**Transaction Charges for Other Banks vide SBI Letter No. LHO/TVM/AC/2016-17/47 – 1% of the transaction value subject to a minimum of Rs. 50/- and maximum of Rs. 150/-*

Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder. **The bid will be evaluated only if payment status against bidder is showing "Success" during bid opening.**

E) SUBMISSION PROCESS:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and financial bid online on "www.etenders.kerala.gov.in" along with online payment of tender document fees and EMD. No other mode of submission shall be accepted and such tenders will be rejected outright.

For page-by-page instructions on the bid submission process, please visit "www.etenders.kerala.gov.in" and click "Bidders Manual Kit" link on the home page.

It is necessary to click on "Freeze bid" line/icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/opening during bid opening process.