



OFFICE OF THE MISSION DIRECTOR  
NATIONAL HEALTH MISSION, ASSAM

Saikia Commercial Complex, Sri Nagar Path, G. S. Road, Christianbasti, Guwahati – 781005  
Website: <https://nhm.assam.gov.in> :: Phone No: 0361-2340236/39 Email Id: mdnrhmasm@gmail.com

No: NHM-18018/4/2020-PROC-NHM/ECF-139590/ 841 Dated. 19/4/21

**e-TENDER NOTICE**  
(NATIONAL COMPETITIVE BIDDING)

e-Tender is here by invited from manufacturers/ importers for supply of the "Viral Transport Media Kit-VTM Kit" on an urgent basis in view of COVID-19 pandemic.

The complete set of tender documents may be downloaded from [assamtenders.gov.in](http://assamtenders.gov.in) or the official website of NHM <https://nhm.assam.gov.in>.

The technical bid as well as financial bid (BOQ) is to be uploaded in [assamtenders.gov.in](http://assamtenders.gov.in). There is no requirement to submit the hard copy of neither technical bid nor financial bid.

**A. Important dates:**

- |                                   |            |                |
|-----------------------------------|------------|----------------|
| 1. Tender download date & time:   | 20.4.2021  | from 11.00 am  |
| 2. Tender submission start date : | 20.4.2021  | from 01.00 pm. |
| 3. Tender submission End date :   | 24. 4.2021 | up to 2.00 pm. |
| 4. Tender opening date (online):  | 24.4.2021  | at 3.00 pm.    |

Tender will be opened online only

**B. Tender Terms & Conditions:**

**1. Availability of Tender Document:**

- a) The complete set of tender documents may be downloaded from [assamtenders.gov.in](http://assamtenders.gov.in) or the official website of NHM <https://nhm.assam.gov.in>.

**2. Submission of Bid**

- a) The technical bid as well as financial bid (BOQ) is to be uploaded in [assamtenders.gov.in](http://assamtenders.gov.in)
- b) Hard copy of the Technical bid is not required to be submitted.
- c) The Price Bid (BoQ) must be uploaded in the e-Tender portal.
- d) In any circumstances if any bidder will submit the Technical Bid or Price bid hard copy, the same bid will be rejected automatically.

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### 3. Item, Quantity Required & Specification:

- a) Name of the Item: Viral Transport Medium Kit (VTM Kit)
- b) Quantity Required= 10,00,000 (Ten lakhs) Unit
- c) Technical specification as per Govt. of India
  - i. Two separately packed sterile fiber swabs (nylon, polyester, rayon or Dacron) with plastic shafts or wire shaft (flexible shaft). In general, ICMR recommends two swabs i.e NP or OP specimens should be combined at collection into a single Vial.
  - ii. 10-15 ML VOLUME screw-cap, leak-proof containing 2-3 ml viral transport medium (VTM).
  - iii. Vial should have labelling stickers.
  - iv. VTM should contain protective antibiotics, antifungal agents to control microbial contamination and buffer to stabilize the pH.
  - v. The pH should be 7.3+0.3 and should have pH indicator.
  - vi. The medium should be stable at room temperature.
  - vii. Should be European CE-IVD or US-FDA, if not should be validated and approved by any of the ICMR validation centres.

### 4. Eligibility Criteria for Participation

- a) Must be an entity registered in India under relevant law to lawfully carry such business.
- b) Should either be a manufacturer or direct importer of the product offered.
- c) Distributors or deals<sup>ex</sup> are not eligible to participate.
- d) Minimum Average Annual Turnover of Rs 5.00 (five) Crore in last 3 financial years (17-18, 18-19 & 19-20)
- e) Must have experience in executing similar contract (i.e. supply of quoted item to Govt. organization) for minimum 2,00,000 Kits during the 3 financial year i.e 18-19, 19-20 & 20-21 and without the same the bid will be considered as rejected.

5. **Delivery Destination:** Items will be supplied to NHM, SHQ, Store-Central Drug Ware House, Narengi, Patharquarry, Guwahati-781071, Dist: Kamrup-Metro, Assam as per the schedule in the bid or as per the schedule in P.O to be placed to the selected vendor.

6. **Delay Penalty:** If a supplier fails to execute successive order within the stipulated time frame, there will be an additional time of 07 days without any financial penalty. In case there is delay in delivery beyond the stipulated period + additional time of 07 days, there shall be penal deduction @ 1% of the value of delayed goods per day of delay or part thereof subject to a maximum of 10% of the total order value, after that the supply order will stand cancelled and that firm may be liable to debarred for the particular product, for a period of 6 months in NHM, Assam tender. Regarding the debarment, the decision of TIA will be final.

7. Any Bidder has been blacklisted or debarred by any State/UT Government /Central Government / its Drug Procurement Agencies due to quality failure or fraudulent/illegal practices of the drugs supplied will not be considered. Declaration on Blacklisting/Debarment of the bidder in the Non-Judicial Stamp paper must be submitted with the technical bid.

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8. The bidders, suppliers and contractors shall observe the highest standard of ethics during bidding and during performance of the contract. For the purposes of this provision, the following acts shall be considered as corrupt and / or fraudulent practices:
1. "Corrupt Practice" means offering, giving, receiving, or soliciting directly or indirectly, anything of value to influence the action of an official in the procurement process or in contract execution.
  2. "Fraudulent Practice" means misrepresentation or omission of facts in execution of contract.
  3. "Collusive practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the Purchaser, designed to establish bid prices at artificial, non-competitive level.
  4. "Coercive Practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process or in execution of a contract.
9. Payment will be made on receipt and acceptance of materials at destination against submission of bill & receipted challan (in triplicate) with stock entry details from the delivery destination. Items will be supplied to NHM, SHQ, Store-Central Drug Ware House, Narengi, Pattharquary, Guwahati-781071.

### **C. Documents Form Part of the Technical Bid**

The bidders are required to be submitted following documents as part of the technical bid. Any bid without any one of the following documents shall be declared as incomplete and incomplete bids shall be liable for rejection summarily.

- (i) **Constitution of the Company:** Documentary evidence regarding **constitution of the bidding firm** such as Certificate of Incorporation, Memorandum & Articles of Association, Partnership Deed etc. with details like Name, Address, Telephone Number, mobile no, Fax Number, E-mail, bank account details, IFSC code & bank Address of the firm with names of the Managing Director / Partners / Proprietor must be submitted with the technical bid.
- (ii) **Manufacturing License:** Attested/notarized copy Valid Manufacturing License/Permission for manufacturing/importing the VTM Kit / Product Permission from the Competent Licensing Authority must be submitted along with the Bid. Manufacturing License & Product permission should be obtained from Drug Control Authority only or DGHS (CDSCO).
- (iii) **Quality Certification:** Should be European **CE-IVD** or **US-FDA**, if not should be validated and approved by any of the **ICMR validation centres**.
- (iv) **Annual Turnover:** The Average Annual Turnover of the Manufacturer/Importer shall not be less than Rs 5.00 Crore during the last 3 Financial Year (17-18, 18-19 & 19-20). The bidder shall enclose a "Turnover Certificate" issued by a Chartered Accountant in its letter head with **UDIN for the corresponding period with year-wise break-up**.
- (v) Self-attested copies of audited "Profit & Loss Statement" and "Balance Sheet" must accompany the "Turnover Certificate" as issued by the Auditor/Chartered Accountant for the corresponding period long with the bid.

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(vi) **Experience in Execution of Similar Contracts:** Self-attested copy of the supply order issued by any government for supply VTM kit as a proof of experience to be submitted. Bidder must have experience in executing similar contract (i.e. supply of quoted item to Govt. organization) for minimum 2,00,000 Kits during the 3 financial year i.e 18-19, 19-20 & 20-21 and without the same the bid will be considered as rejected.

(vii) Self-attested copy of the **GST Registration Certificate and PAN Card**

(viii) **Product Compliance:** The bidder must submit a declaration in **non-judicial stamp paper** regarding the Product Compliance and if any variation, the same should also to be mentioned. Kindly be noted that without the same the bid will not be accepted.

(ix) **Instant supply Capacity of the bidder**\_(must be fill up and submit in **Non-Judicial stamp paper** with technical bid and without the same the Bid will be considered as incomplete)

The instant supply capacity of the bidder should be minimum 100% of the total tender requirement (either by 7 days or by 14 days or maximum by 21 days) mentioned above and without the same capacity, the bid will not be considered.

The 1<sup>st</sup> 20% of the quoted quantity should be completed by 7 days from the date of order, whereas rest 40% quoted quantity is to be completed within 20 days from the date of order & remaining 40% quoted quantity is to be completed within 30 days from the date of order and without the same capacity, the bid will not be considered and will also be a ground for rejection.

SL	Name of the item	Original Tender requirement	Bidder capacity to be supplied by next 21 days	Quantity capable to supply within 7 days from the date of order to NHM, SHQ Store, Narengi, Guwahati	Quantity capable to supply within 20 days from the date of order to NHM, SHQ Store, Narengi, Guwahati	Quantity capable to supply within 30 days from the date of order to NHM, SHQ Store, Narengi, Guwahati
1	2			3	4	5
	VTM Kit	10,00,000 Kit				

(xi).\_\_The Bidder is required to arrange the documents in a chronological order and number each page and put a checklist of documents at the top.

#### D. Financial Bid Evaluation & Award of Contract

1. The Bidders are required to submit (upload) the financial bid as per the format available in the e-Tender portal i.e. website <http://assamtenders.gov.in> for download. Bidders are prohibited from submitting the Financial Bid in hard copy.
2. The financial bids of only technically qualified bidders shall be considered for evaluation.
3. Bidder with lowest financial offer (quoted price) shall be consider as the most preferred bidder (L1 Bidder) for award of contract. However, tender inviting authority reserves the right to go for a parallel contract with L2, L3 and L4 bidder provide they all agree to match with the L1 price, to ensure continuity of supply in the event of emergency.

**Due to Public health emergency, the single bid shall also be accepted for containment of COVID.**

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4. In case of a parallel rate contract preference shall be given in a sequential order starting from L1 then L2 then L3 onwards. However, the exact allocation of the quantity of procurement shall be dependent on the availability with the respective parties.
5. The selected vendor who will be awarded with the supply order should enter into a contract agreement with the Tender Inviting Authority/Procuring Agency within the 7 days from the date of awarding the supply order highlighting the tender norms. An undertaking on FRAUD & CORRUPTION must also be submitted during the said agreement.

### E. Contract Price:

1. The price shall remain valid for a period of 6 months from the date of award of contract. However, the period may be extended further for a maximum period of 3 months with mutual consent in similar terms and conditions.
2. The contract price (i.e. L1) shall remain fixed during the currency of the contract. However, if there is a price fall, either due to fall in import price by the importer or fall in manufacturing cost by the manufacturer, then the suppliers shall be contractually bound to reduce the price to that extent to pass on the benefit of reduction in price to the authority.
3. The Authority reserves the right to seek for the latest price from all the contracted parties vide mail or otherwise to check if there is a reduction in the price before placing any purchase order. The order shall be placed at the lowest revised price discovered in each occasion. However, in no circumstances a price higher than the original contract price shall be accepted.

### F. AGREED TERMS & CONDITIONS:

A declaration in Non-Judicial stamp paper must be submitted with the technical bid by the bidder stating that the bidder is hereby confirming & agreeing with all the terms & conditions of this tender. Without the same the tender will be considered invalid.

### G. CHECK LIST

The Bidder is required to arrange the documents in a chronological order and number each page and put a checklist of documents at the top.

Sl. No.	Cover A ( Technical Bid)	Submitted (Yes or No) with page no
1	Constitution of the Company	
2	Manufacturer License/Product permission of quoted item	
3	Quality Certification	
4	Annual Turnover Statement, from CA with UDIN & "Profit & Loss Statement" and "Balance Sheet"	
5	PAN card registration/ GST registration	
6	Experience in Execution of Similar Contracts (2,00,000 Kits during the 3 financial year i.e 18-19, 19-20 & 20-21)	
7	Declaration on Instant supply Capacity of the bidder as per tender in Non-Judicial Stamp paper	

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8	Declaration on Blacklisting/Debarment of the bidder	
9	Product Compliance	
10	Declaration on Agreed Terms & Conditions	

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Executive Director, NHM, Assam

**Memo No: NHM-18018/4/2020-PROC-NHM/ECF-139590/ 842-49** Dated. 19/4/21

Copy to the:

1. Sr. Principal Secretary to the Govt. of Assam, Health & FW for kind information.
2. Principal Secretary to the Govt. of Assam, Health & FW for kind information.
3. Mission Director, NHM, Assam for kind information.
4. Director Health Services, Assam for information.
5. Director Medical Education, Assam for information.
6. Addl. Managing Director, AMSCL for information.
7. MIS Manager, NHM to upload immediately, the e Tender-notice in the NHM, Assam Website.
8. SME, NHM to publish immediately the e Tender-notice in leading National/Local newspapers.

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Executive Director, NHM, Assam

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