

**GOVERNMENT OF TRIPURA**  
**DIRECTORATE OF ANIMAL RESOURCES DEVELOPMENT**  
**P.N Complex, Gurkhabasti, Agartala**

**No.F.4-23/ARDD/STY/2024**

**Dated, Agartala the /04/ 2025.**

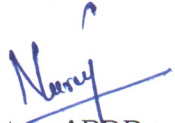
**NOTICE INVITING e-TENDER**

**Name of work:** e-Tender for procurement of **Veterinary Medicines (Herbal & General)** for the year **2025-2026 & 2026-2027** (Rate contract for two years).

Under  
**Department of Animal Resources Development**  
**Government of Tripura**

**Address:**  
**Directorate of Animal Resources Development**  
**Government of Tripura,**  
**P.N Complex, Gurkhabasti, Agartala, West Tripura**  
**Pin-799006**  
**Phone: 0381-232-3611**  
**Email: [ardd.tripura@gmail.com](mailto:ardd.tripura@gmail.com)**  
**Website: <https://tripuratenders.gov.in>**

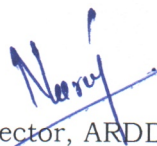
**DETAILS: - Notice inviting e-Tender for Veterinary Medicines (Herbal & General) is hereby approved.**

  
Director, ARDD  
Govt. of Tripura, Agartala

# LIST OF IMPORTANT DATES IN CONNECTION WITH THE BID FOR THE WORK

Name of work: Supply of Veterinary Medicines (Herbal & General) for the year 2025-2026 & 2026-2027 (Rate contract for two years).

1.	Bid Validity	90 days
2.	Date of Publishing of Tender	<u>25</u> /04/2025, <u>05:00</u> AM / PM
3.	Document Download start date	<u>25</u> /04/2025, <u>05:00</u> AM / PM
4.	Offline pre-bid meeting	<u>29</u> /04/2025, <u>03:00</u> AM / PM
5.	Place of pre-bid meeting	Conference Hall, Directorate of ARDD, P. N. Complex, Agartala
6.	Bid Submission Start date	<u>01</u> / <del>05</del> 2025, <u>11:00</u> AM / <del>PM</del>
7.	Bid Submission Closing date	<u>22</u> /05/2025, <u>05:00</u> AM / PM
8.	Time and Date of Opening Bid:	<u>23</u> /05/2025, <u>11:00</u> AM / <del>PM</del>
9.	Place of Opening Bids:	Directorate of Animal Resources Development, P.N. Complex, Agartala, West Tripura.
10.	Rate Validity:	Two years from the date of issuance of AOC

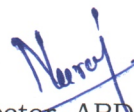
  
Director, ARDD  
Govt. of Tripura, Agartala

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## Section-I

### **A.Description, Directive & Abbreviations:**

e-Tenders of **Veterinary Medicines (Herbal & General)** are hereby invited through website <https://tripuratenders.gov.in> for the year **2025-2026 & 2026-2027 (Rate contract for two years)** by the Director of Animal Resources Development, Government of Tripura, Agartala on behalf of the Governor of Tripura from the Manufacturing company / firm.

1. **Purchaser:** Animal Resources Development Department, Govt. of Tripura.
2. **Consignee:** Will be mentioned in the purchase order.
3. **Bidder:** Participants in tender process for supply of **Veterinary Medicines (Herbal & General)**.
4. **Supplier:** Successful Bidder to whom contract is awarded.
5. **Language of Bid:** English
6. **List of item:** List of items with indicated quantity, details in **Annexure-A&B**.
7. **EMD:** Rs.50,000/- (Rupees fifty thousand) only.
8. **Tender Fee: Rs.2500/- (Two thousand five hundred), (non refundable)** to be paid electronically over the online payment facility provided in the portal, anytime after Bid Submission Start Date & before Bid submission end date using either of the supported Payment like Net Banking/ Debit Card / Credit Card. Tender fee that will be paid is Non Refundable.
9. **Tender System** : Online (e-Procurement).
  - (a) Technical Bid
  - (b) Financial Bid
10. **Validity of rate Contract** : **Two years** from the date of awarding contract which may be extended.

11. **Address of communication :**

**Directorate of Animal Resources Development  
Govt. of Tripura, P.N Complex, Agartala  
West Tripura, Pin-799006  
Phone: 0381-232-3611  
Email: [ardd.tripura@gmail.com](mailto:ardd.tripura@gmail.com)**

### **Abbreviations:**

- **NSQ:** Not of Standard Quality
- **DVMS:** District Veterinary Medicine Store
- **EMD:** Earnest Money Deposit
- **DARD:** Director of Animal Resources Development
- **C-GMP:** Current Good Manufacturing Practices
- **GLP:** Good Laboratory Practices
- **SDTL:** State Drug Testing Laboratory
- **BOQ:** Bill of quantities

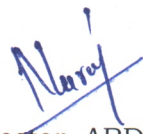




## **B. Eligibility Criteria:**

The tenderers must upload the following documents along with the tender. The following self certified/self attested documents should be uploaded along with the tender in the Technical Bid. All the documents should be self certified.

- a) EMD & Tender fees.
- b) Valid GST Registration Certificate and PAN Card.
- c) Up to date Manufacturing License of Indian manufacturer along with product approval. The manufacturing company / firm should mention the name of their other manufacturing units, if any with the bid document and with their valid drug license and product approval.
- d) Valid registration certificate of Importer and Valid import license along with product approval.
- e) Quality Assurance Certificate like **C-GMP and GLP** or any other approved standard of manufacturer from appropriate licensing authority including all the Manufacturing unit, if any.
- f) Up to date Non conviction / no pending conviction certificate from the concerned state Drug control authority including the entire Manufacturing unit, if any.
- g) Manufacturing Certificate of the products quoted in the NIT for at least 3 (three) years to be issued by concerned Drug Controller / State Licensing authority.
- h) Should also have sales network of the Veterinary products in Tripura and the product should be easily available in the market of Tripura. Moreover, the tendering firm is required to submit a declaration in support of same along with photocopy of entry tax / waybills / GST etc. from the sale tax authority for their Veterinary products for last Years.
- i) E-signed copy of Downloaded DNIT / e-Tender.
- j) Index indicating the page number of tender document.
- k) **Annexure-A & B (Name & specification of quoted item with literature from the Manufacturing Company)**
- l) Declaration (as per Annexure-C).
- m) Undertaking of the bidder (as per Annexure- D).
- n) Yearly turn over-(Annexure-E) at least **Rs.15.00 Cr.** for Herbal medicine and **Rs.1 cr.** for General medicine. Certificate of the turn over should be issued by the Chartered Accountant /firm indicating last three year.
- o) Tender Acceptance letter (Annexure-F).
- p) Bidder profile (Annexure-G).

  
Director, ARDD  
Govt. of Tripura, Agartala



## Section-II

### 1. Instruction to Bidders:

#### 1.1: General Instructions:

- a) The interested bidders should furnish the bids in 2 parts, namely **"Technical Bid" & "Financial Bid / Bill of Quantity (BOQ)"**.
- b) Both Technical bid and Financial Bid should be uploaded on the official website: <http://tripuratenders.gov.in>
- c) The bidders are instructed to read the complete bid document beforehand carefully and then prepare and submit the bid in advance to avoid any bottlenecks, whatsoever, in the last minute of submission.
- d) Highlight the quoted items in the documents like product permission and market standing certificate and also mark the item code no. at appropriate place in the documents.
- e) The tender documents shall be available online, which can be downloaded from the official website: <http://tripuratenders.gov.in>
- f) EMD amount as specified in the relevant document should be submitted along with the tender. **Non-Submission of EMD shall lead to rejection of tender.**
- g) Tender shall not be accepted from any bidder who has been blacklisted / banned / debarred either by Tender inviting authority, Govt. of Tripura or any other State / Central Govt. / PSU/ Autonomous body. A declaration by the tenderers must be submitted in this regard.
- h) Yearly approximate requirement is incorporated in the list of **Veterinary Medicines (Herbal & General)** which are likely to increase or decrease as per actual requirement. The yearly supply order may be issued once or in part supply as per requirement by the Director, ARDD.
- i) No insurance charge is admissible and successful Tenderers will be responsible for any breakage, damage and loss in transit on way to destination.
- j) Tender inviting authority reserves all the rights to cancel/ reject tender at any point of time without assigning any reason.
- k) Arrangement of road permits and clearance for dispatch of consignment shall be responsibility of the supplier.

#### 1.2 Earnest money Deposit (EMD) & Tender Fee:

- a. The **Earnest Money Deposit (EMD) @ Rs. 50,000/- (Rupees fifty thousand) only lump sum (Refundable) and Tender Fee of Rs.2,500/- (Rupees two thousand five hundred), Non-refundable** only to be paid electronically over the Online Payment facility provided in the Portal, before Submission of Bid using the supported Payment like: Net Banking/ Debit Card / Credit Card. Guidelines and terms & condition will have to be downloaded from the website.
- b. EMD will be returned automatically after completion of the Tender process.
- c. Tenderers shall not be entitled for any interest on EMD/Security Deposit.
- d. The EMD for successful tenderers will be discharged after signing the award of contract and submitting the security deposit as stipulated.
- e. Proof of submission of EMD & Tender fee (transaction ID/ Payment details) to be uploaded.
- f. **The EMD shall be forfeited** If a Tenderer withdraws its tender during the period of bid validity as specified in the Tender.



**1.3 CLARIFICATION ON BIDDING DOCUMENTS** will be decided in the pre bid meeting, if any. Tender inviting authority reserves the right to take decision on nature and extent of amendments, if required.

#### **1.4 AMENDMENT / CORRIGENDUM OF BIDDING DOCUMENTS**

At any time prior to the deadline for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Bidding Documents by an amendment. All such amendments will be made available on tender website/ portal.

In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bid, the Purchaser may, at its discretion, extend the deadline for the submission of bids.

#### **1.5 THE TENDER PROCESS:**

##### **1.5.1 Pre-Bid Meeting:**

Any bidder shall produce their opinion regarding specification, terms & condition during Pre-Bid meeting on the matter as per need and will be decided by the appropriate authority.

##### **1.5.2 Last Date of Submission of Tender:**

Tender should be submitted on or before the last date of submission and should be submitted through online e-Procurement portal only.

##### **1.5.3 Period of Rate Validity of Tenders:**

The tenders shall remain valid for 02 (Two) years after the date of acceptance of lowest rate & firm.

##### **1.5.4 Formats and Signing of Tender documents:**

- i) The tender shall be signed by an authorized signatory (i.e.) on behalf of the Firm. All pages of the Tender, except for un-amended printed literature. If any prospective tenderer is a partner of any firm, each one of the partners must sign tender, schedule, specification and conditions. If any partner is absent, authorized person must sign the tender on his behalf. The power of attorney must be attached with the tender. Seals will not be accepted as signature.
- ii) The Tender shall contain no interlineations, erasures or overwriting. In order to correct error made by the Firm all corrections shall be done & initialed by the authorized signatory after striking out original words / figures completely.

#### **1.6 Evaluation of Tenders:**

- i) After opening of **Technical Bid** on the schedule date, time and venue, the evaluation committee / DTC shall examine the contents of the tenders received.
- ii) The **Evaluation** committee / DTC shall scrutinize the documents mentioned above for its eligibility, validity, applicability, compliance and substantiation including post qualification criteria stipulated in tender document.
- iii) The **Evaluation** committee / DTC shall also analyze that there is no collusive or fraudulent practice involved in the entire tendering process amongst all the tenders received.





- iv) The technical scrutiny shall be on the basis of submitted substantiation documents and Rules.
- v) **The Bidder will be allowed once only, to submit any document within 7(seven) days which is found missing by the evaluation committee with a written communication.**
- vi) After finalization/scrutiny of technical bids comparative statement (Annexure, if required) to be uploaded in the portal, subsequently financial bid (BOQ) of technically valid bidders will be opened.
- vii) After evaluation of the financial bid / BOQ comparative status will also be uploaded as per norms.

#### **1.7 Preparation of Financial Bid:**

- i) In the financial bid price should be quoted as per BOQ format.
- ii) Item wise lowest Price, ensuring the credentials and quality of the items manufactured by firms, composition of items, concentration of the ingredients and presentation also to be taken care before evaluation.
- iii) **Withdrawal of bids:** - The bidder may withdraw its bid after submission, provided that written notice of withdrawal of the bids duly signed by an authorized representative is received by the purchaser prior to the deadline prescribed for submission of bids.
- iv) **Opening & evaluation of BIDS:-** The Purchaser may not be responsible before or during opening of e-tender (technical & financial bids) to inform the bidders, but in exigency the date of opening also may defer.
- v) For financial evaluation, financial bids of the technically qualified bidder shall be evaluated. The bids, found lacking in strict compliance to the BOQ shall be rejected straightaway. All the financial bids shall be ranked according to the quoted rate. For procurement of Veterinary Herbal and General Medicines the rate would not be simply a criterion for selecting the items, but to ensure the credentials and quality of the items manufactured by firms, composition of items, concentration of the ingredients and presentation also to be taken care of for declaration of successful bidder.

#### **1.8 AWARD OF CONTRACT (AOC):**

- 1.8.1 The Tendering authority will award the contract to the successful bidder whose bid is accepted by the appropriate authority.
- 1.8.2 After receiving AOC within 10 days the successful bidder should submit acceptance letter / observation, failing which the authority may cancel the AOC. A written agreement to be entered into between the bidder and the Government shall be the foundation of the rights and obligations of both the parties and the contract shall not be deemed to be complete until the agreement has first been signed by the bidder and then by the concerned officer authorized to enter into contract on behalf of the Government.
- 1.8.3 The Director of Animal Resources Development, Govt. of Tripura reserves the right to increase or decrease the quantity of item to be purchased and also accept or reject any tender without assigning any reason thereof and tender may be accepted or rejected in part or in whole.



### **1.9 SECURITY DEPOSIT & CONTRACT AGREEMENT**

- i) 5% value of the quoted rate against the tendered volume of each item will have to be deposited as security money **in the form of "Performance of the Bank Guarantee"** in favour of the tendering authority by the successful bidder within 10 days from the date of issue of AOC. The Bank Guarantee must be submitted in the prescribed format with following details:
- a) Name, Designation and code of the bank officials signing the bank Guaranty
  - b) Address and other details including Telephone No. of that Bank branch
  - c) A confirmation letter from the Bank branch regarding amount of Bank Guaranty to be submitted by the bidder.
- ii) No interest will be paid for security submitted.

### **1.10 OTHER IMPORTANT INSTRUCTIONS.**

- 1.10.1 The prices quoted by the successful bidder to whom the **rate contract** will be valid for two years from the date of acceptance and any increase in price will not be entertained during the contract period.
- 1.10.2 **Rates should be quoted as per BOQ only for each of the required item separately. The purchaser shall not be responsible for damages, handling, clearing, transport charges etc.**
- 1.10.3 Any enhancement of rate within the validity period of contract will not be considered except for imposition of any levy or increase in existing levy by the Government. Any undue request may lead to cancellation of the order.
- 1.10.4 Income Tax / GST will be deducted from the bill at the applicable rate and TDS certificate shall be issued in due course.
- 1.10.5 Any default or breach of contract or non execution of supply shall lead to forfeiture of earnest money/ security deposit of successful tenderers **or** action may be considered appropriate by authority (Director of Animal Resources Development, Govt. of Tripura) including blacklisting/de-listing the tenderers for future supply.



Director, ARDD  
Govt. of Tripura, Agartala

**Section-III**  
**Conditions of contract**

**1. In this contract, the following terms shall be interpreted as indicated:**

- a) **"The Purchaser"** Animal Resources Development Department, Government of Tripura.
- b) **"The Bidder"** means the individual or firm supplying the **Drugs and Chemicals** under the contract.
- c) **"Days"** means calendar year.
- d) **"CC"** means condition of contract.
- e) **"The Supplier"** means the individual or firm supplying the **Drugs and Chemicals** under the contract.
- f) **"The Goods"** means all **Drugs and Chemicals** which the supplier is required to supply to the Purchaser under the contract.
- g) **"Services"** means services ancillary to the supply of the **Drugs and Chemicals** such as transportation
- h) **"End user"** means the consignees stated in the Schedule of Requirements.
- i) **"The notification of Award"** means the intention of the Purchaser to place the Purchase order on the bidder or to enter in to contract with the bidder.
- j) **"The Contract"** means agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form signed by the Parties, including all the attachments and the appendices there to and all documents incorporated by reference therein.

**2. Delivery Period, Place of Delivery:-**

The **Veterinary Medicines (Herbal & General)** should be delivered within 45 (forty five) days from the date of issue of supply order to the consignee (all District HQs/DVMS). However, relaxation will be entertained only in special circumstances (Natural calamities, war or any other situation beyond human control and considered to be forced majeure). Prior information about inability or delay of supply should be done before 45 days with documentary evidence as proof. Otherwise the supply order will be treated as cancelled and the Bidder will be charged 1-2% as penalty, if the bidder fails to supply the items within the stipulated 45 days.

**3. Payment**

Payment to successful bidder shall be made on bill basis only after completion of supply of the items as ordered for which submission of following documents is necessary.

- a) **3 copies of supplier's invoice**
- b) **Bank details with beneficiary code**
- c) **PAN card**

N. B. 1. No advance payment shall be made under any circumstances and Payment may be released as per norms.

2. Procuring authority will take all possible steps to pay the bills subject to availability of the fund.





4. **Force Majeure**

For purpose of this clause, "**Force Majeure**" means an event beyond the control of the Supplier, not involving the supplier fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such a condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

5. **Penalties**

Violating the tender terms and conditions & non supply / supply which is not as per technical specification will disqualify the firm to participate in the tender for a period of 3 (three) years from the date of issue of letter and his Performance security deposit will be forfeited and no further purchase order will be placed to that firm for that item.

6. **Applicable Laws:**

The contract shall be governed in accordance with the law prevailing in India, Act, Rules Amendments and orders made thereon from time to time.

7. **Jurisdiction**

In case of legal dispute the jurisdiction will be the Hon'ble High Court of Tripura, Agartala.

8. **Saving Clause**

No suits, prosecution or any legal proceedings shall lie against the Animal Resources Development Department, Govt. of Tripura or any person for anything that is done in good faith or intended to be done in pursuance of tender.

9. **Notices**

For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.

**Purchaser:**

**Director of Animal Resources Development Department  
Govt. of Tripura, Agartala  
P.N Complex, Gurkhabasti, Agartala  
West Tripura, Pin-799006  
Phone: 0381-232-3611  
Email: [ardd.tripura@gmail.com](mailto:ardd.tripura@gmail.com)**

**Supplier:**

To be filled during contract signing, if desired by the authority.

10. **Fraud and corruption**

If the Purchaser determines that the Supplier has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Contract, then the Purchaser may, after giving 7 days notice to the Supplier, terminate the Supplier's engagement under the Contract and cancel the contract.




- (a) For the purposes of this Sub-Clause:
- (i) "Corrupt practice" is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
  - (ii) "Fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
  - (iii) "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;
  - (iv) "Coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
  - (v) "Obstructive practice" is deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a purchaser investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or

Notwithstanding the clause above, should any employee of the Supplier be determined to have engaged in corrupt, fraudulent, collusive, coercive or obstructive practice during the purchase of the Goods, then that employee shall be removed.

#### 11. Rate Contract:

The tender is also a 'Rate Contract'. The bidders are expected to quote their best rates for the Items. The rates quoted by the bidder shall remain valid for **two years** from the date of acceptance and the purchaser will have the option to extend the period of price quoted for the next year. If the tender inviting authority/user institutions choose to place the orders for supply, the successful bidder is bound to supply the same at the same rate and same terms and condition of this e-tender of Director of ARD, Govt. of Tripura.

  
Director, ARDD  
Govt. of Tripura, Agartala



## Section-IV

### TERMS & CONDITIONS

1. **Item Details & Quantity:** The details of the required items are shown in **Annexure-A& B**. The mentioned quantity is only the tentative requirement and may increase or decrease as per actual requirement.
2. **Product shelf life:**
  - a) All the drugs should have a life period up to the maximum limit mentioned in the **Schedule-P of the Drugs & Cosmetic Rules, 1945**.
  - b) The supply of Medicines/Drugs must be executed within **a) 3(three) months** from the date of manufacture for the drugs which are having shelf life (Expiry date) of **1(One) year** **b) For those drugs having more than 1(One) year** shelf life the supply must be executed within **4 (four) months** from the date of manufacture, but in no circumstances the time of period between date of supply & date of expiry shall not be less than **1 (one) year** except a) above.
3. **Label of packing:** In case of supply of each and every item the label of packing, strips/blister etc. should bear the inscription **"Govt. Supply, Not for Sale"** in indelible ink. Relaxation, if needed, is entitled as per discretion of procuring authority.
4. **Items should be supplied as per DNIT.** If the supplied item is not as per specification of the DNIT, the supplied item should be taken back. The payment/security money will be held up till the items are taken back by the concerned supplier.
5. **Quality Assurance:**
  - a) The **Veterinary Medicines (Herbal & General)** should conform to the Standards mentioned against each item and as laid down under the **Drugs & Cosmetic Act 1940 & Rules there under**.
  - b) **During execution of supply orders, the manufacturers will have to submit the Test Report/Certificate of Analysis of Veterinary Medicines/Drugs etc. from the manufacturer itself and in addition they will have to submit the Test Report/ Certificate of Analysis of Veterinary Medicines/Drug from the appropriate Standard Laboratory.**
  - c) State Drug Control Administration shall collect sample of Medicines/Drugs from the District Veterinary Medicine Store from each batch within **3(three) days** from the date of receipt of information from the Store. The SDTL shall furnish the report as soon as possible after receipt of the sample.
  - d) If ordered quantity is less than **1000 tabs/ bolus/capsules/phials** or **100 vials/ampoules** or other inject able for one item or cost of such item of the mentioned quantity is less than **Rs.50,000/-**, the medicine will be received with test report of manufacturer itself and the medicine will be tested at SDTL, Agartala for which testing facilities are available at SDTL. If testing facility is not available at SDTL, then said medicines will be distributed and payment of bill will be made with Test report of the manufacturer only.





6. Supply order will be given to the bidder (Manufacturer) or authorized distributor. Supply order must be executed by supplying the items by **single batch preferably**.

7. Further supply order should not be given to those agencies as soon as declared as blacklisted within the validity period.

8. The supply order of **Veterinary Medicines (Herbal & General)** must be completed within **45 (forty five)** days from the date of issue of order. A penalty @ **1%** on the total value shall be charged for every week or part of week of delay beyond stipulated date of supply up to **next 45 days** & else supply order will be treated as cancelled. However, relaxation will be entertained only in special circumstances (Natural Calamities, War or any other situation beyond human control). After 90 days the supply order will be cancelled or L<sub>2</sub> may be invited to supply in L<sub>1</sub> rate subjected to the approval of the Government.

9. The Tenderers himself/herself or authorized representative of the firm should remain present during supply of ordered quantity. The medicine must be supplied through authorized distributor in favor of Manufacturing company /firm.

10. If any batch of drugs supplied is found to be '**Not of Standard Quality**' after testing, the total quantity of sub-standard batch of drugs supplied shall be replaced by fresh stock at own cost of supplier irrespective of whether any quantity consumed or not and replacement of said sub-standard drug shall be made within 60 days from the date of **the drug is declared** sub-standard. 60 days after "Not of Standard Quality" declaration, same penalty @ 1% on the total value shall be charged for every week or part of week for delay beyond stipulated date of Memorandum, else action will be taken as per procedure. Further, the entire stock of said sub-standard batch of drug shall be collected by the supplier and destroyed in presence of **2 (two)** State Govt. Official and **1 (one)** authorized agent of supplier observing all codal formalities within 60 days from the date of declaration of the drug as Sub-standard.

11. Uniform price should be quoted for F.O.R. Door delivery to District Veterinary Medicine Store (DVMS), Abhaynagar, Agartala, West Tripura Dist. DVMS, Khowai, Khowai Dist., DVMS, Bishramganj, Sepahijala Dist., DVMS, Udaipur, Gomati Dist., DVMS, Belonia, South Tripura Dist. DVMS, Gournagar, Kailashahar, Unakoti Dist., DVMS, Dharmanagar, North Tripura Dist., DVMS, Ambassa, Dhalai Dist.

12. In case of legal dispute the jurisdiction will be the Tripura High Court, Agartala.

13. Audited turn over certificate of Rs. 15.00 Cr. for Veterinary Herbal medicine and Rs. 1.00 cr. for General medicine on an average for last **3 (three)** consecutive years from the date of issue of Tender Notice to be submitted.

14. The **Director of ARDD, Government of Tripura, Agartala** reserves the right to accept or reject any tender without assigning any reason thereof and Tender may be accepted or rejected in part or in whole at any time.

15. The Director of **ARDD**, Govt. of Tripura, Agartala may extend the dates for issue and receipt of Bids by issuing an amendment/corrigendum in which case all rights and obligations of the Director of **ARDD**, Govt. of Tripura and the bidders will remain same as previously.





16. Rate contract will be valid up to 2 years from the date of acceptance.
17. Payment to successful Tenderers shall be made on bill basis only after execution of Supply order. No advance payment shall be made under any circumstances.
18. Price quoted should be as per Specification of **Annexure-A & B** in the BOQ which should be uniform (Veterinary Medicines) and met F.O.R. door delivery to the consignee.
19. Any default or breach of contract and non-execution of supply order shall lead to forfeiture of earnest money/security deposit of the successful Tenderers beside to such action as may be considered appropriate by the **Director of ARDD** including black listing / delisting the Tenderers for the future.
20. The Director of **ARDD**, Government of Tripura, Agartala reserves all the rights to unilaterally terminate the contract or cancel the acceptance of the rate and firm at any time without issuing any notice before expiry of the period for which rates are now invited.
21. If any PSU participated this e-tender, necessary proof may be submitted with the technical bid.
22. Any queries/observation to be made before pre-bid meeting only (through email- [ardd.tripura@gmail.com](mailto:ardd.tripura@gmail.com)). The Pre-bid meeting will be called in offline mode on 29/04/2025 at 03:00 AM/PM in the Conference Hall, Directorate of ARDD, P. N. Complex, Agartala.



Director, ARDD  
Govt. of Tripura, Agartala

**Section-V**  
**PREPARATION AND SUBMISSION OF TENDER ONLINE**

**List of documents to be scanned and uploaded:**


**Documents to be uploaded by Bidder:** - The following documents as per standard format detailed in bid document, or as per standard dictated by Regulatory/ Statutory bodies, shall be scanned and uploaded along with the bid document as per requirements.

Sl. No	Name of The Documents
1.	Proof Copy of submitting EMD & Tender Fee viz: Transaction ID/ Statement <b>or</b> relevant document uploaded, if the bidder exempted of EMD/Tender Fee.
2.	Name & Specification of quoted item along with literature (Annexure-A & B).
3.	a) Up to date Manufacturing License of Indian manufacturer along with product approval. b) Valid registration certificate of Importer and Valid import license along with product approval.
4.	<i>Detailed technical specification for the item to be offered with literature / catalogue.</i>
5.	a). Quality Assurance Certificate like C-GMP& GLP or any other approved standard of manufacturer from appropriate licensing authority for all manufacturing unit. b). Up to date Non- conviction /no pending conviction certificate from the concerned state Drug control authority for all manufacturing unit, if any. c). Manufacturing Certificate of the products quoted in the NIT for at least 3 (three) years to be issued by concerned Drug Controller/State Licensing authority
6.	Valid GST Registration Certificate and PAN Card.
7.	Annexure- A, B, C, D, E, F & G.
8.	Index indicating the page number of tender document.
9.	Other relevant documents mentioned in eligibility criteria.

**Other important documents (OID) to be kept in “My Document” folder of Bidder**

Sl. No	Name of The Documents
1.	PAN card.
2.	GST Certificate
3.	Up-to-date professional tax clearance document
4.	DNIT (signed by authorized person)

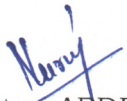
For each above-mentioned document, the bidders shall scan in **100 dpi resolution** into PDF and upload them.

  
Director, ARDD  
Govt. of Tripura, Agartala




**ANNEXURE – A****VETERINARY HERBAL MEDICINES**

<b>Sl. No.</b>	<b>Name of the item with specification</b>	<b>Unit/ Packing</b>	<b>Total required quantity</b>
<b>ANTI-DIARRHOEALS</b>			
1	Pow. Anti-diarrhoeal astringent (herbal)	1 kg pkts	<b>7700</b>
<b>RUMENOTORIC / APPETIZERS</b>			
2	Pow. Herbal liver stimulant / protective	1 kg.pkt	<b>16000</b>
3	Liq. liver tonic (Herbal) (Tephrosia purpurea 400 mg, eclipta alba 200 mg, phyllanthus niruri 200 mg, andrographis paniculata 100 mg, terminalia chebula 100 mg, ocimum sanctum 100 mg)	120 ml	<b>40000</b>
4	Pow. Herbal appetizer	1 kg.pkt	<b>12500</b>
<b>ANTI COUGH &amp; MUCOLYTIC</b>			
5	Liq. Anti cough mycolytic / expectorant (Herbal)	300 ml bot	<b>4500</b>
6	Pow. Herbal Anti cough & mycolytic	1 kg pkts	<b>2600</b>
<b>INTRAMAMMARY INFUSION / UDDER CARE</b>			
7	Anti fibrosis bolus (Herbal)	6's Strip	<b>11600</b>
<b>INTRA UTERINE PREPARATION / ECBOLIC</b>			
8	Uterine ecobolic herbal liquid	500 ml bot	<b>4000</b>
<b>ANTISEPTIC &amp; DISINFECTANTS</b>			
9	Topical aerosol spray with turpentine oil	100 ml can	<b>7500</b>
10	Herbal antiseptic oint. 100gm contains Indradaru 10gm, somvatika 35gm, tarun 05gm, base qs	1 kg pkt	<b>4400</b>
11	Ocimum swanctum, eucalyptus globules, cedrus, deodara pinus longifolia, azadiractha indica, pongamia pinnata, cymbopogon martini, acorus calamus, curcuma longa	100 ml can	<b>6000</b>
<b>HAEMOSTATICS</b>			
12	Bolus for Haemostyptic and assists coagulation	4's Strips	<b>2000</b>
<b>FERTILITY MANAGEMENT / HEAT INDUCER</b>			
13	Capsule Heat Inducer (Herbal)	6 cap Strips	<b>22000</b>
<b>MISCELLANEOUS</b>			
14	Spray containing ocimum sanctum 1 gm, eucalyptus globules 2 gm, cedrus deodara 2.5 gm, pinus longifolia 7 gm, azadiractha indica 5 gm, pongamia pinnata 6 gm, cymbopogon martini 3 gm, acorus calamus 0.2 gm, curcuma longa 2 gm	100 ml	<b>5000</b>

  
 Director, ARDD  
 Govt. of Tripura, Agartala

**ANNEXURE – B**

<b>VETERINARY GENERAL MEDICINE</b>			
<b>Sl.No.</b>	<b>Name of the item with specification</b>	<b>Unit/ Packing</b>	<b>Total required quantity</b>
1	Eucalyptus Oil	500 ml	900
2	Borax	500 gm	5100
3	Sodium bi carbonate	500 gm	7400
4	Hydrogen Peroxide	500 ml	3000
5	Liquid Paraffin	500 ml/ bottle	7600
6	Glycerin (GR)	500 ml bot	1100
7	Turpentine Oil (BP) British Pharmaceutical	500 ml	5500
8	Magnesium Sulphate	500 gm pkt.	3000
9	Magnesium Sulphate	5 kg pkt.	1500
10	Tr.Iodine	500 ml bot.	2000
11	Pot.Permanganate	500 gm	5800
12	Bleaching Powder in plastic container	1 kg bag	3800
13	Bleaching Powder	10 kg bag	1200
14	Zinc Oxide	500 gm	3700
15	Boric acid	500 gm	4500
16	Starch	500 gm	600
17	Formalin	500 ml	1200
18	Copper sulphate	500 gm	1000
19	Tr.Benzoin compound	500 ml	1150
20	Vaseline	500 gm	600
21	Povidone iodine 5%	500 ml/ bottle	12400
22	Gention violet	100 gm	60
23	Chlorinated Lime	1 kg bag	600
24	Lime	10 kg bag	650
25	Ferrous Sulphate	500 gm	600
26	Zinc Sulphate	500 gm	1200
27	Monopersulphate compound	500 gm pack	100
28	Hand Sanitizer	1 Lit.	200
29	Phenyl	5 Lit.	200
30	Dettol / Savlon	500 ml	400
31	Sodium hypochloride	5 Lit.	400

  
 Director, ARDD  
 Govt. of Tripura, Agartala



**ANNEXURE - C**

**Declaration**

(In the Rs.100/- stamp paper)

I/We.....S/O,D/O,W/O.....  
.....Authorized signatory of  
..... (Manufacturer company / firm) situated at  
..... do hereby solemnly affirm and declare  
that any individual /firm/companies black listed by the Union Govt. or State  
Government is/are not directly or indirectly concerned with or has/have any  
subsisting interest in business of my/our above said firm.

I do hereby solemnly declare and affirm that the above declaration is true  
and correct to the best of my knowledge and belief. No. Part of it is false and  
nothing has been concealed therein.

Date:  
Place:

Signature in full  
(With official Seal)

Address:

.....  
.....  
.....

**ANNEXURE - D**

**Undertaking**

(In the Rs.100/- stamp paper)

I,.....S/O,D/O,W/O.....

Authorized Signatory of.....( Manufacturer company /  
firm) situated at ..... do hereby state that all  
information furnished with the tender are true & correct and the agency will  
execute the full supply of the ordered quantity and they will abide by the terms &  
conditions of **NIT**.

Signature:

Seal:

Date:



**TOTAL TURNOVER CERTIFICATE**

To  
The Director,  
Animal Resources Development,  
Govt. of Tripura, P.N Complex,  
Gurkhabasti, West Tripura.  
Agartala-799006

I/We hereby certify that **M/s**\_\_\_\_\_ (the name of manufacturing company / firm in the tender) who is participating the tender for the supply of **Veterinary Medicines (Herbal & General)** called by Director of Animal Resources Development, Govt. of Tripura, Agartala, having office at \_\_\_\_\_ (Address of office) has a sales turnover given as below :-

- (a) Turnover in the year of 2021-22. Rs.:-
- (b) Turnover in the year of 2022-23. Rs.:-
- (c) Turnover in the year of 2023-24. Rs.:-

The above information is correct and true.

SIGNATURE OF CHARTERED ACCOUNTANT

**NOTE:** The turnover of other than participant will not be accepted.

**Acceptance Certificate**

To  
The Director,  
Animal Resources Development,  
Govt. of Tripura, P.N Complex,  
Gurkhabasti, West Tripura.  
Agartala-799006

**Dear Sir**

Having examined the tender document, the receipt of which is hereby acknowledged, we the undersigned, offer to supply and deliver the goods under the above named Contract in full conformity with the said tender document and our financial offer in the Price schedule uploaded in the BOQ which is made part of this tender.

2. We undertake, if our tender is accepted, to deliver the goods in accordance with the delivery schedule specified in the tender document.

3. If our tender is accepted, we undertake to submit the security deposit in the form, in the amounts, and within the times specified in the tender document.

4. We agree to abide by this tender, for the Tender Validity Period specified in the tender document and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

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

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

In the capacity of \_\_\_\_\_

Duly authorized to sign this bid for and on behalf of \_\_\_\_\_

Signature & stamp of tenderer



**ANNEXURE – G****Bidder's Profile**

1	<b>GENERAL INFORMATION OF THE BIDDER</b>				
	Name of the Bidder				
	Registered address of the firm				
	State		District		
	Telephone no.		Fax		
	e-mail :		Website		
2	Contact person details				
	Name :		Designation:		
	Telephone No.:		Mobile No.:		
3	Communication Address				
	Address :				
	State		District		
	Telephone no.		Fax		
	e-mail :		Website		
4	Type of firm (Please tick)				
	Private		Public Ltd.		Proprietorship
	Partnership		Society/CPSU/SPSU		Others specify
	Registration No. & Date of Registration				
5	Nature of Business (please tick the box)				
	Manufacturer/Importer		Authorized distributor		Authorized Supplier
	Others (specify)				
6	Key personal Details (Chairman, CEO, Directors, Managing partners etc). In case of Directors DIN Nos. are required				
	Name		Designation		
7	PAN card No.:				
8	Bank Details of the Bidder; The bidder have to furnish the Bank Details as mentioned below for return of Security / Payment for supply if any (if selected)				
	1. Name of the bank 2. Name of Account & Full address of the Branch concerned 3. Account Number of the Bidder 4. IFSC Code of the Bank				

Signature of the Bidder.