

## INSTRUCTIONS TO THE BIDDERS

Read carefully before applying through tendering process:

### **General**

- 1 The tender is floated through the Tendering process and only bids shall be accepted. Bids are invited in two bid systems, i.e. Technical Bid and Financial Bid.
- 2 Breeders are advised to study the document (Terms and Conditions) thoroughly. Submission of Technical Bids and Financial Bids shall be deemed to have been done after careful study and examination of the Technical Bid and Financial Bid document with full understanding of its implications.
- 3 It will be imperative on each bidder to fully acquaint himself with all the local conditions and factors, which would have any effect on the performance of the contract. No request for the change of price or time schedule of delivery of material shall be entertained, on account of any local condition or factor once the offer is accepted by the Purchaser.
- 4 The Purchase Committee reserves the right to relax any terms & conditions in govt. interest.
- 5 No conditional/optional bid shall be accepted and bidders shall not be permitted to alter or modify their bids after expiry of the deadline for receipt of Bids.
- 6 The tenderer shall be responsible to provide all the selected pups in PPA, Phillaur, Distt. Jalandhar, Punjab. Prices quoted should be door delivered.
- 7 Bidder must submit a signed copy of the tender document with seal/stamp of the firm.
- 8 Purchaser holds the right to cancel the tender at any time due to administrative reasons.

### TENDER FOR SUPPLY OF 46 PUPPIES IN DIFFERENT BREEDS FOR PUNJAB POLICE

#### **1. Terms and Conditions for Purchase of dogs:-**

- a) The pups should be between the ages of ninety (90) to one hundred twenty (120) days at the time of delivery.
- b) The pup should be duly vaccinated and protected against diseases, and should be free from any itches and flees. All the required vaccination of the pup will be undertaken by the supplier/Breeder and tags of all vaccination should be stamped and signed by the registered veterinarian (Register under any Veterinary Council of India).
- c) The puppies must be free from all genetic diseases including hip Dysplasia and other diseases congenital in nature. The pups should be certified against any genetic diseases including HD.
- d) The breeder should be in the business of supplying canines for at least last three years. Registration certificates or some other supporting documents regarding the same should be submitted along with the bid and the puppies supplied should not be in-bred. The breeder/supplier should have a history of doing scientific breeding and following best practices.
- e) The breeders who have already provided pups to any Govt. agencies will be preferred at the time of purchase as per the availability of required breeds. List of Govt. clients should be provided by the breeder and breeder will also present the certificate to selection committee that he is not blacklisted by any private or Govt. agency.
- f) The pups should be registered with the Kennel Club of India (KCI), Chennai.
- g) The breeder will certify that Sire and Dam is not a carrier of any genetic disorder and should be made available during the course of inspection. The Sire and Dam of the pups should be made available during the course of inspection of pups, along with vaccination pedigree record.
- h) After final procurement of pup till the age of 180 days, if a pup is diagnosed with any medical problem like Hip Dysplasia, Deafness, Cow hocks, etc., the breeder will have to replace with a healthy pup of same breed.
- i) Before placing the supply order the inspection committee would inspect the breeders premises, pups, sire and dam and other records for their satisfaction.

j) The quantity mentioned is only the tentative requirement and may increase or decrease as per the decision of the Chairman Tender Committee. The rates quoted should not vary with the quantum of the order or the destination.

k) Rates quoted should be completed inclusive all applicable taxes.

l) If at any time during the period of contract, the price of tendered items is reduced or brought down by any law or Act of the Central or State Government or by the tenderer himself, the bidder shall be morally and statutorily bound to inform the Chairman Tender Committee immediately about such reduction in the contracted prices. Chairman Tender Committee is empowered to unilaterally effect such reduction as is necessary in rates in case the bidder fails to notify or fails to agree for such reduction of rates.

m) The rates quoted and accepted will be binding on the tenderer for the stipulated period and on no account any increase in the price will be entertained till the completion of the tender period.

n) No bidder will be allowed at any time on any ground whatsoever to claim revision of or modification in the rates quoted by him. The representation of the bidder that clerical error, typographical error etc. has been committed in the bid and request for revision shall not be considered after opening the bid. Conditions such as "SUBJECT TO AVAILABILITY" "SUPPLIES WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED" etc., will not be considered under any circumstances and the bids of those who have given such conditions shall be treated as incomplete and such bids, shall be summarily rejected.

o) The bid must contain not only the unit rate but also the total value. In case of any discrepancy in calculation unit price will be considered.

2. At any time prior to the date of submission of bid, Chairman Tender Committee 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 prospective bidders who have received the bidding document will be notified of the amendment in writing and that will be binding on them. In order to give reasonable time to take the amendment into account in preparing their bids, Chairman Tender Committee may at its discretion, extend the date and time for submission of bids.

3. The Breeders shall submit the bid in two parts as under :-

**i) Part - 1: Technical Bid**

Sr. No.	Name of Firm and Registration number	Name and address of Breeder (where kennel situated)	Availability of Pups (Breed Wise)	Age of Pups	Checklist of fulfillment of conditions mentioned in this tender document

**ii) Part - 2: Financial Bid**

Sr. No.	Name of Firm and Registration number	Name and address of Breeder (where kennel situated)	Breed of Pups	Final Price up to door step (Breed wise)

The Breeder shall duly fill up the above two formats on his letter head and submit in the office of Commandant cum Deputy Director (0) cum Chairman Purchase Committee, PPA Phillaur, Distt. Jalandhar, as per the Dates Schedule provided in the advertisement.



**04. Opening of Bids**

- (a) Technical bids Part-I will be opened by Technical Committee.
- (b) Part -2 (price bids) of the Breeders who meet the eligibility criteria, evaluated on the basis of the details furnished by the Breeders in Part-1 (technical bid) will be opened and the date and time of opening of Part-2 (price bids) will be intimated to these eligible/short listed Breeders.
- (c) Conditional/incomplete tender or tender not fulfilling any of the conditions specified above are liable to be rejected without assigning any reason by Tender Purchase /Technical Committee.

**05. Inspection of Pups**

- i) The technical inspection committee will inspect the pups at the age of 30/35 days as per terms and conditions and will be responsible to submit their report to the chairperson from the very next day of the inspection.
- ii) A microchip should be inserted at the time of selection of pups for further identification.

**06. Vaccination Process**

- (i) The inspection committee should check the vaccination record of every selected pup. So that next vaccination should be done accordingly.
- (ii) The decision of the inspection committee, as to the quality of the supplied pups shall be final and binding.

**07. ACCEPTANCE OF TENDER**

- (a) The Chairman Tender Committee reserves the right to reject the tender or to accept the tender without assigning any reason.
- (b) The Chairman Tender Committee will be at liberty to terminate without assigning any reasons thereof, the contract either wholly or in a part on 30 days' notice. The bidder will not be entitled for any compensation whatsoever in respect of such termination.
- (c) The acceptance of the tender shall be communicated to the bidder in writing.
- (d) The Chairman Tender Committee reserves the right to accept the bid wholly from one bidder or in the parts, from one or more bidders.

**08. NEGOTIATION CLAUSE ON PRICE BID:-**

In case if one breeder cannot supply the required number of pups then the technical committee may inspect all the pups, breed wise as per the bids received from other breeders. It is also decided that the lowest rate bid will be recognized as L-1 and if L-1 is not able to supply the required quality or some of his pups does not qualify technically then the prices of other breeders will be negotiated for the remaining number of pups comparative to L-1. If the breeder recognized as L-2, L-3 give their consent as per the L-1 price than remaining pups will be purchased from L-2 or L-3. As it not an ordinary stock of useable items so only those breeders should make a bid who can supply at least half numbers of the particular breed. A bid offer to supply having stock less than 1/2 pups of a particular breed shall be liable to be rejected.

**09. Disbursement of the payments**

The 50% of the total amount will be disbursed to the breeder with supply order and rest of the 50% should be paid at the time of final delivery of pups.

**10. NON PERFORMANCE:-**

Non performance of contract provisions or furnishing false information or influencing The Chairman standing purchase committee may disqualify the successful tenderer to participate in the tender for the next five years.

**11. Final procurement of pups.**

It was decided that delivery of pups should be received in the supervision of technical committee so that the same pups that were selected at the age of 30-35 days should only be received.

**12. SAVING CLAUSE:**

- a) No suit, prosecution or any legal proceedings shall lie against the Chairman Tender Committee or any person for anything that is done in good faith or intended to be done in pursuance of tender.
- b) In the event of any dispute arising out the tender such dispute would be subject to the jurisdiction of the Civil Court within the city of Phillaur, Jalandhar.