



TENDER NO. :- BPPI/Drugs Testing/15

LIMITED TENDER FOR EMPANELMENT OF
ANALYTICAL TESTING LABORATORIES FOR THE
ANALYSIS OF DRUGS AND MEDICINES FOR THE YEAR
2015-2016

Dated: 11.11.2014



BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA

(Set up under the Department of Pharmaceuticals, Govt. of India)

IDPL corporate office Complex, Old-Delhi-Gurgaon Road, Dundahera, Gurgaon 122016

Telephone: **0124-4556751/56**; Fax: **0124-2340370** Website: **janaushadhi.gov.in**

BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA (BPPI)**(SET UP UNDER THE DEPARTMENT OF PHARMACEUTICALS, GOVERNMENT OF INDIA)**

Regd. Office: Core No. 6, First Floor, SCOPE Complex, Lodi Road, New Delhi-110003

Working Office: IDPL CORPORATE OFFICE, IDPL COMPLEX, DUNDAHERA, GURGAON (HR)

TENDER FOR EMPANELMENT OF ANALYTICAL TESTING LABORATORIES
FOR THE ANALYSIS OF DRUGS AND MEDICINES FOR THE YEAR 2015-
2016

Important Dates:	
Tender Reference Number	BPPI/Drug Testing/015 Dt. 11/11/2014
Date of availability of Tender documents on website	11/11/2014
Last date and time for receipt of Tender	24/11/2014 at 15.00 hrs
Date and time of Opening of Tender	24/11/2014 at 15.30 hrs
Place of Opening of Tender	BPPI, IDPL Corporate Office, IDPL Complex, Dundahera, Gurgaon (HR)
Address For Communication	BPPI, IDPL Corporate Office, IDPL Complex, Dundahera, Gurgaon (HR)-122016
Contact Person for clarification if any:	
1. Mr. K. Chopra, Officer on Special Duty(OSD) Phone: 0124-4040759, Mob: 9711003043 Email: kchopra.bppi@gmail.com	2. Mr. Mahadev Agarwal, Manager(Regulatory) Phone: 0124-4556756, Mob: 9873294473 Email: mahadevpharm.bppi@gmail.com

CONTENTS

Sl. No.	Description	Page No.
1	Last date for receipt of Tender	05
2	Eligibility Criteria	05
3	Earnest Money Deposit	05
4	Technical Bid – Cover -‘A’	05
5	Price Bid – Cover -‘B’	07
6	General Conditions	07
7	Acceptance of Tender(Opening of Cover -‘A’ and Cover-‘B’ of tender)	08
8	Agreement	09
9	Security Deposit	09
10	Complete Analysis and Reporting Condition	09
11	Payment Provisions	10
12	Penalties Provisions	11
13	Black Listing Procedure	11
14	Jurisdiction	11
15	Agreement Format	12
16	Annexure-I : Proforma for Performance Statement	18
17	Annexure –II : Details of Laboratory and Certificate of Registration for Service Tax	19
18	Annexure-III (A) Personnel in Laboratory	20
19	Annexure-III (B) List of Sophisticated Instruments	20
20	Annexure-III (C) Facilities in Microbiological Section	21
21	Annexure-IV: Declaration Form	22

22	Annexure V : List of Drugs and Medicines	23
23	Annexure VI : Checklist	24
24	Annexure VII : Cover -'B' (Price Bid) in a separate cover	27

BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA
(Set up under dept. of Pharmaceuticals, Govt. of India)

TENDER FOR EMPANELMENT OF ANALYTICAL TESTING LABORATORIES FOR THE
ANALYSIS OF DRUGS AND MEDICINES FOR BPPI FOR THE TWO YEAR 2015-16
FROM THE DATE OF ACCEPTANCE OF TENDER

"CONFIDENTIALITY IS THE ESSENCE OF THIS TENDER"

1. Sealed tenders will be received till 24/11/2014 upto 15.00 hour by **General Manager (A&F) at Bureau of Pharma Public Sector Undertakings of India (BPPI), IDPL Corporate Office, IDPL Complex, Dundaheera, Gurgaon-122016 (Haryana), (Herein referred as Tender inviting authority unless the context otherwise requires) for Empanelment of Analytical Testing Laboratories for the Analysis of Drugs and Medicines for Period of Two Years** from the date of acceptance of tender by BPPI. The tender may be extended for further period on mutually agreed terms.

2.(a). Only National Accreditation Board for Testing and Calibration Laboratories (NABL) accredited analytical laboratories having license under the Drugs and Cosmetics Act, with minimum two years experience in the analysis of Drugs and medicines with an minimum average annual turnover of Rs. 20 Lakhs for past two years (Govt./CPSU's Laboratories, Research and Development Laboratories, Laboratories run by Co-operative body and Educational Institutions are exempted from the turnover criteria) however turnover for the year 2013-14 should not be less than Rs. 20 lakhs, are eligible to participate in the tender. Agents are not eligible to participate in the tender.

(b). Analytical Laboratory which has manufacturing activity of Drugs and Medicines shall not be eligible to participate in the tender.

3. The complete set of tender document can be downloaded from the BPPI website **janaushadhi.gov.in** and **pharmaceuticals.gov.in** free of cost.

SUBMISSION OF TENDER DOCUMENT:

4. The tenderer must submit the following documents in the sealed cover superscribed **Cover -'A'** (all the documents have to be sealed and copies have to be self attested and notarized in all pages).

[a]. The Earnest Money Deposit (EMD) shall be Rs.10,000/- (Rupees Ten Thousand only) paid in the form of Demand Draft drawn in favour of **BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA** payable at Delhi/Gurgaon, should be sent with tender form in Cover- 'A'. The EMD is refundable however it will not earn any interest. EMD in the form of cheque/ cash/ postal order/ e-payment will not be accepted.

The EMD amount of unsuccessful bidder will be refunded to them within 30 days of finalization of tender. In respect of successful bidder (empanelled bidder), the EMD amount will be adjusted towards security deposit.

[b]. Self attested and notarized Photocopies of Analytical Licence duly renewed up to date, issued by the Drug Controller of the state and NABL accreditation certificate.

[c]. Documentary evidence of having analyzed Drugs and medicines for the last two years with the statement in the Proforma given in Annexure-I

[d]. Self attested and notarized photocopy of Certificate of Registration for Service Tax should be enclosed in Annexure-II

[e]. Self attested and notarized document of the following should be furnished in the format given in Annexure-III

(i). List of qualified personnel employed in the Laboratories along with their experience and details of their approvals

(ii). The list of sophisticated instruments available in the Laboratory

(iii). Facilities available in Microbiological Section in the laboratory

[f]. A declaration in the Proforma given in Annexure-IV duly signed and notarized.

[g]. Details of Drugs and medicines to be analyzed to be given in Annexure-V

[h]. Documentary evidence for the constitution of Labs viz. Memorandum and Articles of Association, partnership deed etc, with details of name, address, telephone no., fax no. e-mail address of Managing Director/ Partner/ Proprietor.

[i]. The instruments such as power of attorney, resolution of Board etc authorizing the tenderer, should be enclosed in the tender (in Cover-'A') duly signed by authorized signatory of the laboratory. Such Authorized Officer of the tenderer should sign at the bottom of all the pages of the tender documents.

5. OTHER DOCUMENTS TO BE ENCLOSED: [SELF ATTESTED AND NOTARIZED]

- (i). Annual turnover statement certified by the auditors for last two years i.e., 2012-13 and 2013-14.
- (ii). The tenderer shall submit the checklist of documents in the enclosed Proforma in Annexure –VI

PRICE BID (COVER-'B')

6.(a). Price Bid (Annexure VII) of the tenderer duly filled in giving the rate of testing, charges for complete testing of each sample and signed on each page by Authorized person with company seal, should be sent in separate sealed cover indicating name of the tenderer and superscribing "Price Bid" Cover –'B' hereafter called Cover-'B'.

(b). Cover-'B' shall contain the rates quoted by the tenderer only. It shall not contain any other document. No condition shall be indicated in the Price Bid. All the terms and conditions shall be indicated only in the Technical bid.

7. (a). The tender documents and certificates must be submitted in a separate sealed cover as **Cover-'A'** and Price Bid shall be kept in separate sealed cover as **Cover-'B'**. Both **Cover-'A'** and **Cover-'B'** shall be kept in single sealed cover on which it shall be superscribed as **"TENDER FOR EMPANELMENT OF ANALYTICAL TESTING LABORATORIES FOR THE ANALYSIS OF DRUGS AND MEDICINES FOR TWO YEARS FOR 2015-2016"**

(b). The tender document should reach **General Manager, BPPI, IDPL Corporate Office, IDPL Complex, Dundahera, Gurgaon-122016 (Haryana), till 24/11/2014 upto 15.00 hour.**

(c). If the last date of submission is declared Holiday, the tenders may be submitted on next working day upto 10.30 am.

(d). Tenderes should also enclose Soft Copy of Price Bid in CD along with Cover-'B'

GENERAL CONDITIONS

8. Forms in all Annexures should be filled up properly. Every correction should invariably be attested by tenderer, failing which the tender will be summarily rejected.

- 9.** The tenderer should quote the rates for complete analysis for each drug and medicine not for individual test to be performed.
- 10.** The rates should be exclusive of taxes.
- 11.** The rates quoted and accepted will be binding on the tenderer for stipulated period and on no account any revision will be entertained till the completion of the contract period.
- 12.** If in any circumstances (like breakdown of instrument or non-availability of reference standard and impurities etc.) the analytical laboratory is unable to test sample of Medicines, the same should be reported within 24 hours from time of breakdown of instrument or non-availability of reference standard of such sample by fax/ e-mail to Manager Regulatory.
- 13.** The tender submitted by the laboratory which has been blacklisted by the State / Central Govt. organization, shall not be considered.

ACCEPTANCE OF TENDER

- 14.** Out of two covers submitted by each tenderer, Cover- 'A' will be opened first at 15.30 hours on 24/11/2014 in the presence of tenderers or their authorized representatives who chooses to be present. After scrutiny of the documents and information furnished in Cover-'A' and confirmation of details stated therein, a list of eligible laboratories will be shortlisted.
- 15.** Cover-'B' (Price Bid) of the tenderers found eligible on the basis of scrutiny of Cover-'A' will be opened subsequently and the date and time for opening of Cover-'B' will be intimated to the shortlisted tenderers. The acceptable rates for analysis will be decided on the basis of L1 rates and will be communicated.
- 16.** The tenderers other than L1 tenderer will be given opportunity to match L1 rate and after due confirmation, their name/s will be included in the panel. If required, the empanelled laboratories will be inspected by team of officials of BPPI as and when need arises.
- 17.** The tender inviting authority, BPPI reserves the right to accept or reject any tender for any one or more of the items tendered for, without assigning any reason.
- 18.** No tenderer will be allowed to withdraw their bid after opening of Price Bid.

AGREEMENT

19. All tenderer who are empanelled will have to execute an agreement on non-judicial stamp paper of Rs. 100/- (stamp duty to be paid by tenderer) in favour of BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA within 15 days from the date of intimation received by them from BPPI that their tenders have been accepted. The form of Agreement is enclosed in tender document.

SECURITY DEPOSIT

20. The successful tenderers must pay a security deposit of Rs. **10,000/-** (Rupees Twenty Thousand only) including adjustment of EMD amount at the time of execution of agreement referred in Para 18 above by way of DD in favour of BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA payable at Delhi/Gurgaon.

COMPLETE ANALYSIS AND REPORTING CONDITION

21.(a). On empanelment and entrustment of the job, the analytical laboratory should furnish the test reports within,

- (1).** 21 days of receipt of sample for all products as mentioned in Annexure- V
- (2).** Within 24 hours of receipt of sample, the confirmation of receipt should be given to BPPI by fax / mail.
- (3).** For any delay more than stipulated time in Para 20 (a)(1) and (2) as the case may be, 1% of testing charges per week and the part thereof would be deducted as penalty. If consecutively for 4 times or more than 8 times in a year or a delay of more than 10 days occurs over the time period stipulated above, then the penalty for subsequent delays would be 2% of testing charges per week and part thereof.
- (b).** All the test mentioning IP, BP, USP should be carried out for each and every sample. The results obtained in test should be mentioned in figures. Test reports not mentioning complete details as per IP, BP, USP etc will be considered as "Not Complete" and laboratory will have to submit complete report for acceptance.
- (c).** "Complies" or "Passes" or "Within Limit" in result column of the report is treated as incomplete report, if the result has some value.
- (d).** Every test report should have some specific remark as 'Standard Quality' or 'Not of Standard Quality'.

(e). Report should have Sr. No., Description of tests, specifications and results obtained.

(f). Reports should be attached along with spectra or other data sheets, if applicable.

(g). Report should be sent to Manager (Regulatory), BPPI office as hard copy and simultaneously scanned copy should be sent by e-mail **mahadevpharm.bppi@gmail.com**.

22. All test report should be submitted to BPPI in duplicate. In case of failure of sample, result should be communicated immediately to Manager Regulatory BPPI through phone/ fax/ e-mail and physical report should be sent with covering letter addressed to Manager (Regulatory) at Bureau of Pharma Public Sector Undertakings of India (BPPI), IDPL Corporate Office, IDPL Complex, Dundahera, Gurgaon-122016 (Haryana).

23. If in any circumstances (like breakdown of instrument or non-availability of reference standard etc.) the analytical laboratory is unable to undertake sample, the same should be reported within 24 hours of receipt of such sample by fax/ e-mail to Manager Regulatory and sample should be returned to him immediately. 100% of charges as Penalty will be imposed in case no prior information of breakdown of instrument or non-availability of reference standard before sending samples. Refer para (12).

24. If any sample is received in damaged condition by the laboratory, the sample should not be analyzed and should be sent back immediately to Manager Regulatory, BPPI and due information should be given by fax/ e-mail.

25. Manager Regulatory, BPPI or authorized representatives have the right to inspect the laboratories of the tenderer who have submitted tenders before taking any decisions regarding empanelment. He may also inspect any laboratory which is empanelled at any time during continuance of tender and initiate action to terminate / cancel its empanelment of not to entrust any further testing job to the laboratory if any violation of tender conditions are noticed during such inspections.

PAYMENT PROVISIONS

26. No advance payment towards any analysis will be made to tenderer.

27. No payment will be made for incomplete analysis or incomplete report. Refer Para 21 (b) to 21 (g)

27.(a). Payments towards the analysis of Drugs and Medicines will be made along with Tax at the prevailing rate as applicable at the time of payment strictly as per rules

(b). The bills should be submitted along with the copy of test report. Efforts will be made to make payments within 30 days from the date of receipt of the bills by BPPI if same are found in order in all respect.

PENALTIES PROVISIONS

29. If the successful tenderer fails to execute the agreement and payment of security deposit after opening of Price Bid within the specified time or withdraws the tender after the intimation of acceptance of tender has been received by them or owing to any other reasons, the tenderer is unable to undertake the contract, the empanelment will be cancelled and security deposit shall stand forfeited to BPPI. Such tenderer will also be liable for all damages sustained by BPPI by reasons of breach of tender conditions. Such damages shall be assessed by CEO, BPPI whose decision shall be final.

BLACK LISTING PROCEDURE

30.(a). Non performance of any tenderer or empanelment conditions will disqualify a laboratory to participate in the next tender.

(b). To assess the correctness of the test results being given by the empanelled laboratory, samples would also be taken and sent randomly to Govt. laboratory/ CPSUs Laboratories/ any other NABL accredited labs which are not empanelled for testing and if any variation is found, the result would be informed to empanelled laboratory. If there is any variation in the analytical reports furnished by empanelled laboratories, (either pass or fail) with Govt. /CPSUs Laboratory/ any other NABL accredited labs, the empanelled laboratory will be blacklisted for two years besides forfeiture of security deposit, after giving due opportunity to the concerned laboratory.

31. If it is revealed that analytical laboratory is involved in any form of fraud and collusion with the suppliers of BPPI, the analytical laboratory will be black listed for five years. The tenderer shall also be liable for action under criminal law and matter will be informed to drugs controller for penal action against them.

32. The CEO, BPPI will be at liberty to terminate the empanelment without assigning any reasons. The tenderer will not be entitled for any compensation whatsoever in respect of such termination.

33. In all matters pertaining to tender, the decision of CEO, BPPI shall be final and binding.

34. In event of any dispute arising out of tender, such dispute would be subject to the jurisdiction of civil court within Delhi.

35. In case of dispute or difference arising between BPPI and empanelled analytical laboratory relating to any matter arising out of or connected with this tender agreement, such dispute or differences shall be settled in accordance with the Arbitration and Conciliation Act 1996. The venue of arbitration shall be Gurgaon.

Contract for Empanelment of Analytical Testing Laboratories

For the Analysis of Drugs and Medicines

AGREEMENT

Agreement made this _____ day of _____ at BPPI Gurgaon between M/s _____ having its registered office at _____ (hereafter referred to as 'The Laboratory' which term should include its successors, representatives, hires, executors, and administrators unless excluded by contract) on one part and BPPI having its registered office at New Delhi on other part.

Whereas the Laboratory has agreed to undertake the analytical work to the BPPI, the list of medicines mentioned in the Schedule attached hereto at the rates noted therein and in the manner and under the terms and conditions hereinafter mentioned.

And whereas the Laboratory has deposited with the BPPI a sum of Rs 10000/- (Rupees Twenty thousand only) as Security Deposit for the due and faithful performance of this Agreement, to be forfeited in the event of the Laboratory failing duly and faithfully to perform it.

Now these presents witness that for carrying out the said Agreement in this behalf into execution, The Laboratory and the BPPI do hereby mutually convenient, declare, contract and agree each of them with the other of them in the manner following, that is to say,

(1). The term "Agreement", wherever used in this connection, shall mean and include the terms and conditions in tender floated by the BPPI for Empanelment of analytical testing, laboratories for the analysis of Drugs and medicines for the two years 2015-2016 the instructions to tenderer, the conditions of tender, acceptance of tender particulars hereinafter defined and those general and special conditions that may be added from time to time.

(2). (a). The Agreement is for undertaking analysis of drugs and medicines by the Laboratory to the BPPI of the samples specified in the Schedule attached hereto at the rates noted against each therein on the terms and conditions set forth in the Agreement.

(b). This Agreement shall be deemed to have come into force with effect from _____ and it shall remain in force for a period upto date of _____ and may however be extended for a further period, on mutually agreed terms.

INSPECTION OF LABORATORY:

(3). In respect of the analysis medicines in the Schedule, the Laboratory shall allow inspection of the Laboratory at any time during the tender period by a team of Experts/Officials whom the BPPI may depute for the purpose. The Laboratory shall extend

all facilities to the team to enable them to inspect sample and Standard storage, Reagents, Instruments, all other records, Analysis etc., in the Laboratory.

RECOVERY OF MONEY DUE TO BPPI FROM THE LABORATORY:

(4). All expenses, damages and other money payable to the BPPI by the Laboratory under any provisions of this Agreement may be recovered from the amount due or subsequently becoming due from the BPPI to the Laboratory under this or any other Agreement. In case such amounts are insufficient to fully cover such expenses, damages or other money payable, it shall be lawful for the BPPI to recover the balance amount from the security deposit of the Laboratory and all other money held by BPPI and in case such Security Deposit is insufficient, then it shall also be lawful for the BPPI to recover the residue of the said expenses, damages and moneys, if necessary, by resorting to legal proceedings against the Laboratory.

AMOUNT OF SECURITY DEPOSIT TO BE MADE BY THE LABORATORY:

(5). The Laboratory shall deposit with the BPPI Rs. 10,000/- as security Deposit by way of Demand Draft favoring BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA payable at Delhi/Gurgaon. This agreement comes into effect only after the laboratory has remitted the required amount of Security Deposit, notwithstanding anything contained in Para 2 (b) of this agreement.

SUBMISSION OF BILLS FOR UNDERTAKING ANALYSIS:

(6).(a). No advance payment towards any analysis will be made to the Laboratory.

(b). All bills/invoices should be raised in duplicate in the name of General Manager (A and F), BPPI. All payments shall be made by way of cheque drawn in favour of Laboratory account and Crossed Account Payee / NEFT only. The Laboratory shall furnish the details of their bank account no., name of bank and branch, IFSC code No. etc to the BPPI. (An original cancelled cheque leaf issued by their bank should be furnished).

ASSIGNMENT OF CONTRACT PROHIBITED:

(7). The Laboratory shall not, at any time, assign, sub-let or make over the present contract or the benefits thereof or any part thereof, to any person or persons whomsoever.

TERMINATION OF CONTRACT ON BREACH OF CONDITION:

(8).(a). In case the Laboratory fails or neglects or refuses to faithfully perform any of the Covenants on his part herein contained or violets the condition in the tender document, it shall be lawful for BPPI to forfeit the amount deposited by the laboratory as security deposit and cancel the contract apart from black listing the laboratory for period of two years.

(b). In case of laboratory fails or refuses to observe, perform fulfill and keep all or any other or more or any part of anyone of covenants, stipulations and provisions herein contain, it shall be lawful for BPPI on any such failure neglect or refusal to put an end to this agreement and there upon every article cause and thing herein contained on the part of BPPI shall cease and be void and in case of any damage, loss, expense, differences in the cost or other moneys than or any time during the continuance of this agreement becoming due or owing by the laboratory to BPPI, it will be opened for BPPI to recover from laboratory all such damages, losses, expenses, differences in cost nor other moneys as aforesaid it shall be lawful for BPPI to appropriate the security deposit made by laboratory as herein before mentioned to reimburse all such damages, losses, expenses differences in cost and other moneys as BPPI have sustained, incurred or put to by reason of the laboratory having seen quality of any such failure, negligence or refusal as aforesaid or other breach in the performance of contract.

(c). If at any time during the course of contract it is found that information by the laboratory to BPPI, either in tender or otherwise, is false, BPPI may put an end to contract / agreement wholly or in part and thereupon the provisions of cause (a) shall apply.

(9). The BPPI reserves the right to terminate without assigning any reasons therefore the contract/ agreement either wholly or in part without any notice to the laboratory. The laboratory will not be entitled for any compensation whatsoever in respect of such termination of contract by BPPI.

NOTICES ETC., IN WRITING:

(10). All certificates or notices or orders for the time or for extra , varied or altered laboratory, which are to be the subject of extra or varied charges whether so described in the agreement or not, shall be in writing and unless in writing shall not be valid, binding or be or any effect whatsoever.

LABORATORIES NOT TO HAVE ANY INTEREST IN THE OFFICERS CONCERNED AND SUBORDINATED:

(11). The laboratory shall not be in any way interested in or concerned directly or indirectly with any of the officers, subordinates or servants of BPPI in trade, business or transactions nor shall the laboratory give or pay or promise to give or pay any such officer, subordinate or servant directly or indirectly any money or fee or other consideration under designation of custom or otherwise nor shall the laboratory permit any person or persons whomsoever to interfere in the management or performance thereof under power of attorney or otherwise without obtaining the consent of BPPI in writing.

BANKRUPTCY OF THE LABORATORY:

(12). In case the laboratory at any time during the continuance of contact becomes bankrupt or insolvent or commits any act of bankruptcy or insolvency under the provisions of any law in that behalf for the time being in force or should compound with his creditors, it shall be lawful for the BPPI to put an end to the agreement, and there upon every article, para and thing herein contend to be operative on the part of the BPPI, shall cease and be void and the BPPI shall have the right and remedies given to him under the president clauses.

SERVING OF NOTICES TO LABORATORY:

(13). All notices or communications relating to or arising out this agreement or any of the terms thereof shall be considered duly served on or given to the laboratory if delivered to him or left at his premises, place of business or above.

(14). And it is hereby agreed and declared between the parties hereto that in case any question of dispute arises touching the construction or wording of any Para herein contained on the rights, duties, liabilities of the parties hereto or any other way, touching or arising out of the presents, the decision of CEO, BPPI in the matter shall be final and binding.

(15). In the event of any disputes between the parties the dispute would be subject to the jurisdiction of civil courts within Delhi only.

In witness where the laboratory and CEO acting for and on behalf of BPPI have set their hands the day, month and year above written.

Authorized Signature of BPPI

Name

Address and Seal

Witnesses for BPPI

Signature

Name

Address

Authorized Signature of Laboratory

Name

Address and Seal

Witnesses for Laboratory

Signature

Name

Address

Proforma for Performance Statement

(1). Name of Laboratory:

(2). Address:

(3). Performance Statement:

Sr. No.	Category	No. of samples analyzed during		Total no. of Samples analyzed
		2012-13	2013-14	
1	LVP / SVP			
2	Dry Powder Injectables (DPI)			

Details of Laboratory and Certificate of Registration for Service Tax

- (1). Name of Laboratory
- (2). Address of Head Office, if any:
- (3). Address of Laboratory
- (4). Name of contact person
- (5). Phone No. :
Mobile No.:
- (6). E-mail :
- (7). Details of License issued by Drugs Regulatory Authority*
- (8). Validity of License issued by Drugs Regulatory Authority:
- (9). NABL Certificate No. along with discipline*
- (10). Validity of NABL Certificate:
- (11). Certificate of Registration for Service Tax: To be enclosed
- (12). Any other certificates with details*

* enclose duly attested copy

Personnel in Laboratory

- 1) Total personnel engaged in Chemical / Instrumental analysis:

- 2) Total personnel engaged in Microbiological analysis:

- 3) Details of Competent (Approved) staff by State Licensing Authority

S. No.	Name	Designation	Approval in Chemical / Instrumental/ Microbiological Testing	Experience in relevant analysis (Years)

List of Sophisticated Instruments/ Apparatus in Laboratory

S. No.	Name of Instrument/ Apparatus	Make	Date of Installation

Enclose additional paper

Facilities in Microbiological Section in Laboratory

- 1) List of cultures available: To be given
- 2) Details of equipments (e.g. Incubators, Laminar Air Flow etc.)

S. No.	Name of Instrument/ Apparatus	Make	Date of Installation

Enclose additional paper

Declaration Form (To be attested by Notary)

I / We (Name of Bidder) having our Head Office at and Laboratory at do declare that I / we carefully read all the conditions of the tender of Bureau of Pharma Public Sector Undertakings of India (BPPI), Gurgaon for empanelment of Analytical Testing Laboratories for analysis of Drugs and Medicines for two year period 2015-2016 and abide by all conditions said for therein.

I/We further declare that we have valid licence issued by Drug Regulatory Authority bearing no. and NABL Certificate bearing no. in discipline .

Signature

Name of Authorized Person
Seal of Laboratory

List of 07 Drugs and Medicines

BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA, GURGAON 122016				
Tender for Empanelment of Analytical Testing Laboratories for the Analysis of Drugs and Medicines for the Year 2015-2016				
Sl. No	Drug Code	Generic Name of the Medicines	Unit Size	Quoted by laboratory As symbol (✓) Or yes
1	142	Insulin Injection (Human) I.P. strength 40iu/ml	10 ml Vial	
2	143	Insulin Injection {Insulin Human (Soluble 30% & Isophane 70%) 40iu/ml}	10 ml Vial	
3	276	Enoxaparin Injection I.P. strength 40mg/0.4ml	0.4 ml	
4	277	Enoxaparin Injection I.P. strength 60 mg/0.6 ml	0.6 ml	
5	280	Heparin Sodium Injection I.P. strength 1000iu/ml	5 ml	
6	281	Heparin Sodium Injection I.P. strength 5000iu/ ml	5 ml	
7	359	Tetanus Toxoid Injection	0.5 ml Amp.	

CHECK LIST**COVER - A.**

1. Checklist –
- Annexure VI**

Page No.

Yes

No

2. EMD in the form of DD shall be kept in an envelope.

Page No.

Yes

No

3. Self attested and notarised Photo copy
-
- of licence for Analytical laboratory
-
- renewed upto date.

Page No.

Yes

No

- 4.
- Annexure – I**

Proforma for performance statement

Page No.

Yes

No

- 5.
- Annexure – II**

Details of Laboratory and Certificate of
Registration for service tax

Page No.

Yes

No

Annexure – IIISelf attested and notarised of the following
documents:

- 6.
- Annexure – III (A)**

Personnel in Laboratory.

Page No.

Yes

No

- 7.
- Annexure – III (B)**

List of Sophisticated instruments.

Page No.

Yes

No

8. **Annexure – III (C)**

Facilities in Microbiological section

Page No.	
----------	--

Yes	
-----	--

No	
----	--

9. **Annexure – IV**

Declaration form duly signed & notarised.

Page No.	
----------	--

Yes	
-----	--

No	
----	--

10. **Annexure - V**

List of Drugs and medicines

Page No.	
----------	--

Yes	
-----	--

No	
----	--

11. Recognition Certificate issued
by NABL

Page No.	
----------	--

Yes	
-----	--

No	
----	--

12. Certificate for analysis issued by other
recognized agencies

Page No.	
----------	--

Yes	
-----	--

No	
----	--

13. Documentary evidence, for the
constitution of the company / laboratory
ie., Memorandum and articles of
Association or partnership etc.,

Page No.	
----------	--

Yes	
-----	--

No	
----	--

14. The instruments such as power of
attorney, resolution of board etc.,

Page No.	
----------	--

Yes	
-----	--

No	
----	--

15. Annual Turn over for the last two years
certified by the auditors.

Page No.	
----------	--

Yes	
-----	--

No	
----	--

16. The tender document signed by the tenderer in all pages with official seal

Page No.	all
----------	-----

Yes	
-----	--

No	
----	--

Cover B: (Price Bid) in a separate cover

17. **Annexure VII**

Page No.	
----------	--

Yes	
-----	--

No	
----	--

Price Bid

S. No.	Drug Code	Name of Medicine	Unit Size	Rate excluding Tax	Tax applicable in %	Total including Taxes	Remarks
1	142	Insulin Injection (Human) I.P. strength 40iu/ml	10 ml Vial				
2	143	Insulin Injection {Insulin Human (Soluble 30% & Isophane 70%) 40iu/ml}	10 ml Vial				
3	276	Enoxaparin Injection I.P. strength 40mg/0.4ml	0.4 ml				
4	277	Enoxaparin Injection I.P. strength 60 mg/0.6 ml	0.6 ml				
5	280	Heparin Sodium Injection I.P. strength 1000iu/ml	5 ml				
6	281	Heparin Sodium Injection I.P. strength 5000iu/ ml	5 ml				
7	359	Tetanus Toxoid Injection	0.5 ml Amp.				

Enclose Soft Copy of Price Bid (in Excel Sheet) in CD also.