



**INDIAN PHARMACOPOEIA COMMISSION**  
**MINISTRY OF HEALTH & FAMILY WELFARE, GOVERNMENT OF INDIA**  
**SECTOR-23, RAJ NAGAR, GHAZIABAD- 201 002.**  
**Tel No: 0120- 2783392, 2783400, 2783401; Fax: 2783311**  
**Mail: [lab.ipc@gov.in](mailto:lab.ipc@gov.in), Web: [www.ipc.gov.in](http://www.ipc.gov.in)**

**IPC/Store-C/5317/2020-21**

### **Notice Inviting Tender**

Indian Pharmacopoeia Commission is an Autonomous organization under the Ministry of Health and Family Welfare. This commission invites sealed tenders from reputed and experienced firm / agency for **supply of Chemicals, Reagents, Plasticwares & Glasswares etc.** based on rate contract for a period of one years

Tender Documents may be downloaded from our website [www.ipc.gov.in](http://www.ipc.gov.in) dt. 17.08.2020 to 07.09.2020. Tender documents downloaded from IPC Website must be submitted along with a non-refundable DD of Rs: 560/- only. Demand Draft must be made in favor of “**Indian Pharmacopoeia Commission**” payable at Ghaziabad.

The sealed tenders/bids must be submitted latest by 08.09.2020, till 12:00 Hrs. Technical tender bids will be opened on the same day at 15:00, Representatives of Interested firm / Agency can join the technical bid process. The competent authority reserves the right to accept/ reject any or all Bids/ Tenders at its discretion, without assigning any reason thereof. For further details and corrigendum (if any), tenderer are advised to visit IPC website more frequently.

**Administrative Officer (I/C)**  
**For Secretary-cum-Scientific Director**



सत्यमेव जयते

आई पी सी

## भारतीय भेषज संहिता आयोग

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार

सेक्टर -२३, राजनगर, गाजियाबाद

दूरभाष नं०: ०१२०-२७८३३९२, २७८३४००, २७८३४०१ फैक्स; ०१२०-२७८३३९१

Mail: [lab.ipc@gov.in](mailto:lab.ipc@gov.in), Web: [www.ipc.gov.in](http://www.ipc.gov.in)

आईपीसी/स्टोर-सी/५३१७/२०२०-२१

### निविदा आमंत्रण सूचना

भारतीय भेषज संहिता आयोग स्वास्थ्य एवं परिवार कल्याण मंत्रालय के अंतर्गत एक स्वायत्त संगठन है। यह आयोग दर अनुबंध के आधार पर एक वर्ष की अवधि हेतु रसायन, अभिकर्मकों, प्लास्टिक व कांच के सामान आदि मदों की आपूर्ति के लिए प्रतिष्ठित और अनुभवी फर्म/एजेंसी से सीलबंद निविदाओं को आमंत्रित करता है।

निविदा दस्तावेज भारतीय भेषज संहिता आयोग की वेबसाइट [www.ipc.gov.in](http://www.ipc.gov.in) से दिनांक १७.०८.२०२० से ०७.०९.२०२० तक डाउनलोड किये जा सकते हैं। आई. पी. सी. की वेबसाइट से डाउनलोड किये गए प्रत्येक निविदा दस्तावेज के साथ रु० ५६०/- (रुपये: पांच सौ साठ मात्र) के गैर वापसी डिमांड ड्राफ्ट को संलग्न करके ही प्रस्तुत किया जाना चाहिए। डिमांड ड्राफ्ट “इंडियन फार्माकोपिया कमीशन” देय गाजियाबाद के पक्ष में बनाया जाना चाहिए।

पूर्ण रूप से मोहरबंद निविदा बिड, दिनांक ०८.०९.२०२० को १२:०० बजे दोपहर तक जमा किये जा सकते हैं। तकनीकी निविदा बिड उसी दिन १५:०० बजे खोले जायेंगे, इच्छुक फर्म/एजेंसी के प्रतिनिधि तकनीकी बिड प्रक्रिया में शामिल हो सकते हैं। सक्षम प्राधिकारी किसी एक निविदा / सभी निविदा बिड को स्वीकार /अस्वीकार करने का अधिकार सुरक्षित रखता है। अधिक जानकारी और संशोधन (यदि कोई हो) के लिए भारतीय भेषज संहिता आयोग की वेबसाइट नित्य देखते रहें।

प्रशासनिक अधिकारी (प्रभारी)  
कृते सचिव-सह-वैज्ञानिक निदेशक



# **TENDER DOCUMENT**

**FOR**

**SUPPLY OF CHEMICALS, REAGENTS  
PLASTICWARES & GLASSWARES ETC.**

**TENDER NO. IPC/STORE-C/5317/2020-21  
DATED: 17.08.2020**

**INDIAN PHARMACOPOEIA COMMISSION  
MINISTRY OF HEALTH & FAMILY WELFARE  
GOVERNMENT OF INDIA  
SECTOR 23, RAJ NAGAR, GHAZIABAD.  
TEL NO: 0120-2783392, 2783400, FAX 2783311  
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## **NOTICE INVITING TENDER**

**IPC/ STORE-C/ 5317/ 2020-21**

**Date: 17.08.2020**

### **SUPPLY OF CHEMICALS, REAGENTS, PLASTICWARES & GLASSWARES ETC. IN IPC CAMPUS.**

Indian Pharmacopoeia Commission (IPC), under Ministry of Health & Family Welfare Govt. of India Invites sealed and super scribed Tenders for the subject work at Indian Pharmacopoeia Commission (IPC). Details of work and terms and conditions are as below.

| <b>Sl. No.</b> | <b>Name of the work</b>  | <b>Time of Contract</b> | <b>Cost of tender form</b> |
|----------------|--|-------------------------|----------------------------|
| <b>1.</b>      | <b>SUPPLY OF CHEMICALS, REAGENTS, PLASTICWARES &amp; GLASSWARES ETC.</b> | <b>365 Days</b>         | <b>Rs. 560/-</b>           |

### **Earnest Money Deposit (EMD) Details**

| <b>Sch. No.</b> | <b>Items</b>   | <b>Quantity</b>                 | <b>Amount of EMD (in Rs.)</b> |
|-----------------|--|---------------------------------|-------------------------------|
| <b>1</b>        | <b>SUPPLY OF CHEMICALS, REAGENTS, PLASTICWARES &amp; GLASSWARES ETC.</b> | <b>As Required time to time</b> | <b>64,000/-</b>               |

- The bidder should be Original Manufacturer or Authorized Distributor(s)/ Dealer(s).
- The Certificate/Authorization Letter must be enclosed along with the Technical Bid.

### **TERMS & CONDITIONS**

1. Tender Forms will be downloaded from IPC website only.
2. Sealed tender duly superscripted can be submitted to the office of the Indian Pharmacopoeia Commission, Ghaziabad on or before the due date mentioned below. The tenders received before due date shall be opened on the date of opening or the extended due date.
3. Indian Pharmacopoeia Commission (IPC), reserves the right to accept or reject any or all tenders without assigning any reasons.

**LAST DATE FOR DOWNLOADED TENDER DOCUMENT : 07<sup>th</sup> September, 2020 17:00 Hrs.**

**DATE OF OPENING OF TECO-COMMERCIAL BIDS : 08<sup>th</sup> September, 2020 15:00 Hrs.**

**DATE OF OPENING OF PRICE BIDS : It will be intimating before opening to the Technical Qualified bidders only**

## **INSTRUCTION TO BIDDER**

1. This Bid is intended to finalize the contract for **SUPPLY OF CHEMICALS, REAGENTS, PLASTICWARES & GLASSWARES ETC.**
2.
  - a) The last date for downloaded Tender forms is **07<sup>th</sup> September, 2020 (up to 17:00 Hrs).**
  - b) The date and last time for submission of Tenders is **08<sup>th</sup> September, 2020 12:00 Hrs.**
  - c) The date and time of Opening of Techno-Commercial Bids is **08<sup>th</sup> September, 2020 15:00 Hrs.**
  - d) The date and time of Opening of Price Bids is **It will be intimating before opening to the Technical Qualified bidders only.**
3. **This is a TWO BID system comprising of:**  
  

|                                  |                      |
|----------------------------------|----------------------|
| <b>(a) Techno-Commercial Bid</b> | <b>(b) Price Bid</b> |
|----------------------------------|----------------------|
4. The Techno-Commercial Bid should accompany a Demand Draft / Pay Order towards **Earnest Money Deposit**, drawn in favor of **"Indian Pharmacopoeia Commission"**, and payable at **Ghaziabad**, failing which the Tender will be summarily rejected.
5. Both the bids shall be submitted in sealed covers separately. Tender Nos. of the "Techno commercial Bids" and "Price Bids" shall be super scribed on the respective covers in order to clearly identify between the two bids. **The two separately sealed and super scribed Bids enclosed in a single cover sealed and super scribed with the respective Tender details & number and should be complete in all respect, addressed to Secretary-cum-Scientific Director, Indian Pharmacopoeia Commission, Sector – 23, Raj Nagar, Ghaziabad.** The filled Tenders/ Bids should reach us on or before the due date and time mentioned in the Tender Notification. IPC shall not be responsible for the delay, if any, in the delivery of the bidding documents or non-receipt of the same.
6. In case the date mentioned above is declared subsequently as holiday for the office, the due date for submission and opening of bids will be the next working day at the same venue and time. Bids received after the last date and time for submission shall not be considered.
7. The Bidder is expected to examine all work requirements, Instructions, Forms, Terms and Conditions given in the bidding documents. Failure to furnish all information required in the Bidding documents or submission of a Bid not subsequently responsive to the bidding documents in every respect will be at the Bidder risk and may result in rejection of the Bid.
8. A declaration as given in **ANNEXURE – B** stating that **ALL TERMS AND CONDITIONS** with respect to this tender is acceptable should accompany the tender, failing which the tender will be summarily rejected.
9. **The Standard supply time after getting the purchase/supply order will be 07 Days. However urgently required items may have to be supplied with in Two days. Bidders have to maintain the stock accordingly.**
10. Statutory deductions if any will be recovered from the supplier.

| <b>A. COMMERCIAL:</b>                             |  |
|---|--|
| <b>General information</b>                        |  |
| Name of Firm/ Company                             |  |
| Number of Years in Operation                      |  |
| Registered Address                                |  |
| Operating Address                                 |  |
| Telephone No<br>(Country Code) (Area Code) Tel No |  |
| Tele fax<br>(Country Code) (Area Code) Tel No     |  |
| Email Address                                     |  |
| SERVICE TAX No.                                   |  |
| PAN No.   |  |
| GST No.   |  |

**B. EXPERIENCE:**

Details of the Major clients and PO / Contract Value with Contact details shall be furnished OR The OEM certificate & Supplies Details along with technical brochures of the product is to be furnished.

| Doc. Ref | Scope of work | Date of Completion / supply | PO/ CONTRACT VALUE (INR) | CLIENT NAME & REFERENCE |
|----------|---------------|-----------------------------|--------------------------|-------------------------|
|          |               |                             |                          |                         |
|          |               |                             |                          |                         |
|          |               |                             |                          |                         |
|          |               |                             |                          |                         |

(In support of the above the copy of the same should be furnished along with technical bids)

**C. QUALITY****ISO CERTIFICATION**

| Is your company certified to | Remarks  |
|------------------------------|--|
| ISO 9001                     | <input type="checkbox"/> Yes <input type="checkbox"/> no |
| ISO 14001                    | <input type="checkbox"/> Yes <input type="checkbox"/> no |
| Other ISO Certifications     | _____  |

**QUALITY POLICY/ POLICIES (Please provide ink signed copy also)**

|  |
|--|
|  |
|--|

## **ANNEXURE –A**

### **OTHER TERMS & CONDITIONS:**

- **PRICES:** Prices quoted should be “Firm & Final” inclusive of door delivery, all levies, Taxes & Duties (if any) should be clearly stated. Overwriting should be avoided in the Price – Bid/ Quotation.
- **INSPECTION:** IPC reserves the right to inspect & Test the quality & standards of the stores for assessment of quality before dispatch to the consignee or at the consignee end, or intermediate inspections during manufacturing stage.
- **PAYMENT TERMS:** IPC payment terms will be as below.

**“PAYMENT WILL BE RELEASED WITH IN 30DAYS OF SUPPLY OF MATERIAL AS PER PURCHASE ORDER”**

- **LIQUIDATED DAMAGES:** In the event of placement of Supply Order, the contractor fails to complete the work as per the delivery schedule, IPC reserves the right to levy liquidated damages @ 0.5% of the total work order value per week delay, subject to maximum of 10%. Once the maximum is reached IPC will be at liberty to terminate the contact and to get the work done from alternate source at the cost & risk of the contractor.
- **VALIDITY:** The offer should be valid for minimum 365 days from the date of opening.
- **SECURITY DEPOSIT (SD):** Security Deposit is to be submitted in the form of TDR/ Demand Draft of Rs.3,20,000/- in favor of Secretary –cum- Scientific Director, IPC.
- Supplier should supply the goods as per the Specifications. Any Deviations in the quality are not acceptable.
- The Supplier should supply only quoted brand(s) for which the OEM's price list and authorization certificate is submitted in tender/Bid. If necessary, the samples and analysis certificate is to be submitted & got approved from the appropriate authority of IPC .
- The Bidder shall not sublet (sub contract) the work without written permission of IPC.
- **COURT OF COMPETENT JURISDICTION:** Any legal action taken or proceeding initiated on any of the terms of the tender shall be only in Delhi jurisdiction.



- **FORCE MAJEURE:** If at any time, during the currency of the contract, the performance in whole or in part by either party or any obligation under this contract shall be prevented or delayed by reason of any war, natural calamities, hostility, acts of public enmity, civil commotion, sabotages, fires, floods, explosions, epidemics, quarantines, restrictions, strikes, lock-outs, OR acts of God damage against the other in respect of such non-performance, deliveries under the contract shall be resumed as soon as possible if any of the events have caused to exist.
- **The Bidder should sign & Stamp on each page of the Tender as a token of having read & understood the terms & conditions contained herein.**

**Signature of the Bidder with seal**

**Date:**

**DECLARATION**

I/ We confirm having read and understood all the work requirements, instructions, forms, terms and conditions and all other requirements of the above tender (both expressed and implied) in full and the offer being abide by all without any deviation.

SIGNATURE:

NAME & ADDRESS OF BIDDER

(Seal of the Bidder)



## **PRICE BID**

**FOR**

**SUPPLY OF CHEMICALS, REAGENTS  
PLASTICWARES & GLASSWARES ETC.**

**TENDER NO. IPC/STORE-C/5317/2020-21  
DATED: 17.08.2020**

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## **PRICE BID**

**(A) Bidder(s) may quote Competitive Rates of under mentioned items required frequently by our institute.**

| S. No. | Particulars  | Grade   | Pack Size | Rate (Rs. P.) |
|--------|--|---------|-----------|---------------|
| 01.    | Acetic Acid Glacial 100% / Glacial Acetic Acid   | HPLC    |           |               |
| 02.    | Acetic Acid Glacial 100% / Glacial Acetic Acid   | AR      |           |               |
| 03.    | Acetonitrile   | HPLC    |           |               |
| 04.    | Ethanol  | AR      |           |               |
| 05.    | Formic Acid 98-100%  | HPLC    |           |               |
| 06.    | Hydrochloric Acid About 35%  | AR      |           |               |
| 07.    | Karl Fischer Solution Pyridine Free (Single Solution)                                    |         |           |               |
| 08.    | Methanol   | HPLC    |           |               |
| 09.    | Potassium Bromide  | IR SPC. |           |               |
| 10.    | Ethanol  | HPLC    |           |               |
|        | <b>Other Chemicals available with Vendor, rates may be submitted with the Price Bid.</b> |         |           |               |

**(B) Bidder(s) should submit the Manufacturer's applicable Price list of Chemicals / Plasticwares/ Glasswares/ Others with discounts on same.**

| S. No. | Offered Brand | Price List Date/ Year | Discount Offered | Proposed Delivery Time of 07 days accepted | Remarks (if any) |
|--------|---------------|-----------------------|------------------|--|------------------|
|        |               |                       |                  | Yes/No                                     |                  |
|        |               |                       |                  | Yes /No                                    |                  |
|        |               |                       |                  | Yes/No                                     |                  |
|        |               |                       |                  | Yes/No                                     |                  |