



नगर कार्यपालिकाको कार्यालय

Office of the Municipal Executive



(Google Plus Code: C8RJ+C6 Neulapur)

सैनवार, बर्दिया
Sainawar, Bardiya

लुम्बिनी प्रदेश, नेपाल
Lumbini Province, Nepal

पशु औषधी खरिदका लागि सार्वजनिक सूचना

प्रकाशित मिति: २०८२।०५।०५, ने.सं. ११४५ गुंलागा १३, बिहिबार

चालु आर्थिक वर्ष २०८२।०८३ मा पशु स्वास्थ्य उपचारका लागि औषधी खरिद गर्नुपर्ने भएकाले यस कार्यालयमा सूचीकृत ईच्छुक फर्म/सप्लायर्सले तपसिल बमोजिमका कागजातहरू संलग्न गरी मिति २०८२।०५।११ गतेभित्र यस कार्यालयको भण्डार शाखामा पेश गर्न सबैको जानकारी लागि यो सूचना प्रकाशन गरिएको छ ।

संलग्न गर्नुपर्ने कागजातहरू:

१. फर्म दर्ता प्रमाणपत्र (नवीकरण सहित) को प्रतिलिपि,
२. औषधी व्यवस्था विभागको ईजाजतपत्रको (नवीकरण सहित) को प्रतिलिपि,
३. कर चुक्ता प्रमाणपत्रको प्रतिलिपि (आ.व.२०८०।०८१ वा २०८१।०८२),
४. कालोसूचीमा नपरेको स्वघोषणा पत्र,
५. अख्तियारनामा पत्र,
६. सही छाप लगाएको मूल्यसूची,
७. कोटेशन पेश गरेको पत्र,
८. कोटेशन खरिद गरेको रु. १,०००।- को राजस्व दस्तुरको रसिद ।

नोट: कोटेशन सम्बन्धी कागजात यस कार्यालयको वेबसाइट, फेसबुक र यस कार्यालयको पशुपन्छी विकास उपशाखाबाट प्राप्त गर्न सकिनेछ । साथै थप जानकारीका लागि सम्पर्क नं. ९८६८१६२११४ मा सम्पर्क गर्न सकिनेछ ।

STANDARD BIDDING DOCUMENT

Procurement of Goods Direct Purchase

Supply and delivery of animal medicines

Issued by:

Government of Nepal

Public Procurement Monitoring Office

Tahachal, Kathmandu

January 2009

Table of Contents

Introduction and Instructions.....	1
Section I. Invitation for Direct Purchase (IDP)	2
Section II. Conditions of Contract.....	3
Section III. Schedule of Requirements	6
Section IV. Technical Specifications	7
Section V. Sample Forms	8

Introduction and Instructions

Introduction

1. This Standard Bidding Documents has been prepared by Government of Nepal (GON), Public Procurement Monitoring Office (PPMO) for use in the public procurement of goods through Direct Purchase. This SBD is to be used for procurement of goods up to the value of Rs.0.15 million.
2. This Introduction and Instruction part of the SBD should not be incorporated into the bidding documents of Public Entities (PEs) that may be issued to the Supplier as a part of bid documents. This part is only for the use of Purchaser in order to prepare a proper bidding document.
3. If any provision of this document is inconsistent with Public Procurement Act (PPA), 2063 or Public Procurement Regulations (PPR), 2064, the provision of this document shall be void to the extent of such inconsistency and the provision of PPA and PPR shall prevail.

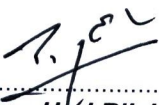
Section I. Invitation for Direct Purchase (IDP)

Name of Supplier/Bidder : Interested firms.

Address of the Supplier:

1. The **Thakurbaba Municipality, Sainawar, Bardiya** invites Priced Quotations for the supply and delivery of **animal medicines** as detailed in attached Specifications and the Schedule of Requirements provided herein.
2. The Price Quotation submitted by the Bidder shall comprise the following:
 - a. Quotation and Price Schedules
 - b. Schedule of Requirements
 - c. Technical Specifications
3. Priced Quotations must be submitted to the office of **Thakurbaba Municipality, Sainawar, Bardiya** on or before 2082.05.12 during office hours.
4. The Bidder shall indicate on the Price Schedule the unit prices (where applicable) and total price of the goods to be supplied under the contract. All duties, taxes and other levies payable by the Supplier/Bidder under the contract shall be included in the rates, prices and total Bid Price submitted by the Bidder.
5. Price quoted by the Bidder shall remain fixed and valid until completion of the Contract Performance and will not be subject to variation in any account.
6. Submitted Priced Quotations must remain valid for a period of **15 days** after the deadline for submission date.
7. The Bidder shall furnish, as part of its bid, documents establishing the Supplier's/ Bidder's eligibility to bid and qualification to perform the contract if the bid is accepted. Documents to establish such eligibility shall be but not limited to the following:
 - a) Up to date Firm/Company Registration Certificate with renewal.
 - b) VAT and PAN Registration Certificates
 - c) Tax Clearance Certificate or Submission of Tax Returns up to {2080.081 or 2081.082}
 - d) Manufacturer's Authorization Certificate ,if required
 - e) Power of Attorney
 - f) Other documents as needed
8. The goods supplied under this contract shall confirm to the Schedule of Requirements and the standards mentioned in the Technical Specification.
9. If the last date of purchasing, submission and opening falls on a government holiday then the next working day shall be considered the last day.
10. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.
11. The products' minimum expiry date should be 75% remaining period from manufacturing date at the time of delivery.

Yours sincerely,


.....
Ram Hari Rijal
Chief Administrative Officer
Thakurbaba Municipality, Sainawar Bardiya.





Section II. Conditions of Contract

1. **Definitions**
 - 1.1 In this contract, the following terms shall be interpreted as indicated:
 - a. "The Contract" means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form Signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;
 - b. "The Contract Price" means the price payable to the Supplier under the contract for the full and proper performance of its contractual obligation;
 - c. "The Goods" means Equipment and related Accessories and spare-parts or any other materials which the Supplier is required to supply to the Purchaser under the contract;
 - d. "Services" means services ancillary to the supply of the goods such as transportation and insurance including the installation, commissioning and the operational and maintenance training of the supplied equipment.
 - e. "The Purchaser" means the procuring entity purchasing the goods;
 - f. "The Supplier" means the organization supplying the goods and services under this contract.
2. **Technical Specification**
 - 2.1 The goods supplied under this contract shall confirm to the standards mentioned in the Technical Specification.
3. **Patent Right**
 - 3.1 The Supplier shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of goods or any part thereof in the Purchaser's country.
4. **Inspection and Tests**
 - 4.1 The Purchaser or its Representative shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specification and the quality of performance after the supply and delivery of good to the Purchaser's premises.
5. **Packing**
 - 5.1 The Supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transmit to their final destination as indicated in the contract.
 - 5.2 The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage.
 - 5.3 The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided in accordance with international standard and practice.
6. **Delivery of Goods**
 - 6.1 Delivery of the goods shall be made by the Supplier in accordance with the terms specified by the Purchaser in its Schedule of Requirements.
7. **Warranty**
 - 7.1 The Supplier warrants that all the goods supplied under the

contract shall fully comply with the specification laid down in the contract.

7.2 The warranty shall remain valid for one year after the goods have been delivered to the final destination indicated in the contract, and accepted by the Purchaser after installation and commissioning of equipment by the Supplier.

7.3 The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty.

7.4 Upon receipt of such notice, the Supplier shall, with all reasonable speed, replace the defective goods without cost to the Purchaser. The Supplier will be entitled to remove, at its own risk and cost, the defective goods.

8. Payment

8.1 Payment of the goods supplied shall be made in Nepali Rupees after the delivery and installation and commissioning of goods to the satisfaction of the Purchaser.

8.2 Payment shall be made within fifteen (15) days of receipt of the goods and upon submission of claim supported by the acceptance certificate issued by the Purchaser.

9. Prices

9.1 Prices charged by the Supplier for goods delivered under the contract shall not vary from the prices quoted by the Supplier in its price quotation.

10. Insurance

The Purchaser will be responsible for taking out any appropriate insurance coverage.

11. Governing Language

11.1 The Governing Language shall be: Nepali or English

12. Applicable Law

12.1 The applicable law shall be Laws of Nepal.

13. Notices

13.1 Purchaser's address for notice purposes:.....

13.2 Supplier's address for notice purposes:

14. Taxes and Duties

14.1 The Supplier shall be entirely responsible for all taxes, duties, licence fees and other such levies imposed by the GoN.

15. Operation, Maintenance and Spare-parts Manuals

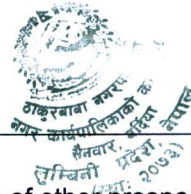
15.1 The successful Supplier shall supply 2 copies of manufacturer's operation, maintenance and spare-part manuals of the goods (Equipment).

16. Conduct of Suppliers

16.1 The Supplier shall be responsible to fulfil his obligations as per the requirement of the Contract Agreement, Bidding documents, GoN's Procurement Act and Regulations.

16.2 The Supplier shall not carry out or cause to carry out the following acts with an intention to influence the implementation of the procurement process or the procurement agreement :

- a. give or propose improper inducement directly or indirectly,
- b. distortion or misrepresentation of facts
- c. engaging or being involved in corrupt or fraudulent practice



- d. interference in participation of other prospective bidders.
- e. coercion or threatening directly or indirectly to impair or harm, any party or the property of the party involved in the procurement proceedings,
- f. collusive practice among bidders before or after submission of bids for distribution of works among bidders or fixing artificial/uncompetitive bid price with an intention to deprive the Purchaser the benefit of open competitive bid price..
- g. contacting the Purchaser with an intention to influence the Purchaser with regards to the bid or interference of any kind in examination and evaluation of the bids during the period after opening of bids up to the notification of award of contract

17. Blacklisting Supplier

17.1 The GoN, Public Procurement and Monitoring Office (PPMO) may blacklist a Supplier for his conduct up to three years on the following grounds and seriousness of the act committed by the supplier:

- a. if it is proved that the supplier committed acts pursuant to the Sub - clause 16.2,
- b. if it is proved later that the supplier had committed substantial defect in implementation of the contract or had not substantially fulfilled his obligations under the contract or the completed work is not of the specified quality as per the contract ;
- c. if convicted by a court of law in a criminal offence which disqualifies the supplier from participating in the contract.

17.2 A Supplier declared blacklisted and ineligible by the GON shall be ineligible to bid for a contract during the period of time determined by PPMO.

18. Dispute Resolution

18.1 Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication.

निमित्त प्रमुख प्रशासकीय अधिकृत

Section III. Schedule of Requirements

The delivery schedule expressed as days/weeks/months stipulates hereafter a delivery date which is the date of delivery to the final destination where the Goods is required to be delivered.

Number	Description	Quantity	Place of Delivery	Delivery schedule days/weeks/months from ____ ¹
1	Animal medicines	mentioned	Thakurbaba Municipality, Sainawar, Bardiya.	within 15 days from agreement.



[Signature]
निसित प्रमुख प्रशासकीय अधिकृत

¹ The Purchaser must specify here the date from which the delivery schedule will start. That date should be either the date of contract award, or the date of contract signature. The DP Form should include only a cross-reference to this Schedule.

Section IV. Technical Specifications

[Text of Technical Specifications to be inserted in the DP documents by the Purchaser, as applicable.]




निमित्त प्रमुख प्रशासकीय अधिकृत

Section V. Sample Forms

1. Price Quotation and Price Schedules

Date:

To: *[name and address of the Purchaser]*

Gentlemen and/or Ladies:

Having examined the Direct Purchase (DP) documents, we the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said DP documents for the sum of *[total amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Price Quotation.

We undertake, if our Price Quotation is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

We agree to abide by this price Quotation for a Period of **15** days from the last date fixed for submission of the Price Quotation..

Until a formal Contract is prepared and executed, this Price Quotation, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Price Quotation you may receive.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Price Quotation for and on behalf of _____

2. Price Schedule

Name of Supplier _____ Page of _____

S.N	Name of drugs	Specification	Unit	Quantity	Rate	Amount	Remark
1	Albandazole bol 1500mg	10*4	box	45			
2	Albandazole bol 600mg	10*4	box	45			
3	Albendazole tab 200 mg	10*10	box	100			
4	Oxyclozanide bolus 1750mg	10*4	box	45			
5	Oxyclozanide tab 225mg	10*10	box	50			
6	Praziquantel tab 350mg	10*4	box	18			
7	fenbendazol 1500mg	10*4	box	50			
8	fenbendazol 150mg	10*10	box	96			
9	Albandazole 10% syrup	1000ml	lit	24			
10	Mastilep ointments 50gm	50gm	tube	50			
11	hemax /Charmil ointments	50gm	tube	200			
12	cotrimox bolus 1500mg	10*4	box	30			
13	Rumenliv -fs boluses	10*4	box	65			
14	Enrofloxacin tab 150mg	10*10	box	30			
15	Meloxicam & Paracetamol Bolus 1500mg	10*4	box	45			
16	tetra cycline 500mg	10*4	box	50			
17	Diarok powder 30 gm	30g	pkt	300			
18	Bezin tab	10*20	box	9			
19	Allum 400gm	400gm	pkt	9			
20	Calomel pdr 25gm	25gm	pic	7			
21	Boric acid pdr	10gm	pic	220			
22	Cafecu tab	1*20	box	240			
23	Tonoricin inj 30ml	30ml	vial	10			
24	Metronidazole 100ml	100ml	bottle	45			
25	Gentian violet	10gm	pic	18			
26	potassium 10gm	10mg	pkt	200			



7.1.1
निमित्त प्र

अधिक

27	Exapire bolus	20*4	box	15			
28	disposable gloves	1*100	pkt	30			
29	Cotton 400gm	400gm	rool	20			
30	prajana cap	box	box	20			
31	Plaster of paris bandage	2.7 m x 10 cm	rool	25			
32	Surgical mask / box 50pic	3 lyris	box	30			
33	Gauze rool 6 inch	1*12	box	20			
34	IV set	set	set	100			
35	Dettol-soap	100gm	pcs	30			
36	cystone tab 10mg	1*60	pic	5			
37	Natural batisa 40gm	40gm	pkt	600			
38	Gentamicin inj ip	100ml	vial	20			
39	Chlorpheniramine inj	100ml	vial	50			
40	Ivermactine inj	100ml	vial	70			
41	Maltivitamine inj 100ml	100ml	vial	22			
42	Atropine sulphet inj	10ml	vial	30			
43	Meloxicam 100ml inj	100ml	vial	50			
44	Enrofloxacin ing	100ml	vial	20			
45	Ceftriaxane inj	1g	vial	275			
46	Dexone -vet inj 10ml	5mg	vial	50			
47	OTC 20% LA ing	100ml	vial	30			
48	locan anesthesia ing	30ml	vial	20			
49	Nerocin inj 30ml	30ml	vial	50			
50	Redima ing	10ml	vial	30			
51	Thiacal inj 450ml	450ml	vial	10			
52	Buffer podwer 15gm	15g	pkt	600			
53	Hand sanitizer	120ml	bottle	25			
54	Kafnil 125ml	125ml	bottle	60			
55	Turpentine oil 60ml	60ml	bottle	100			
56	Afanil	100ml	bottle	100			
57	syring 10ml	10ml	pic	1200			
58	Syring 5ml	5ml	pic	300			
59	Syring 3ml	3ml	pic	300			
60	syring 20ml	20ml	pic	600			
61	Ivermactine tab 350mg	10*10	box	20			
62	fluvit drup 30 ml	30ml	pic	50			
63	maltivitamine syrup	100ml	bottle	50			



निमित्त प्रमुख प्रशासकीय अधिकारी

	100ml						
64	Cypermethrin10% EC	1*25	box	3200			
65	Spirit 400ml	400ml	bottle	20			
66	Povidon iodine 400ml	400ml	bottle	29			
67	Tinture iodine 400ml	400ml	bottle	30			
68	NS	500ml	bottle	45			
69	DNS	500ml	bottle	30			
70	RL	500ml	bottle	30			
71	Glycerin	100ml	bottle	30			
72	Hydrogen peroxide	100ml	bottle	30			
73	Skin heal spray	100ml	bottle	100			
74	Ear / Eye drup	10ml	pic	100			
75	comazbg vet oientment	15g	tube	75			
76	vitamine E -selenium inj	100ml	vial	10			
77	piperazine syrup 30ml	30ml	pic	1100			
78	B P blade	1*100	box	3			
79	Catgut suture	1*12	box	3			
80	Suture needle	1*10	pkt	20			
81	suture nylon rool	rool	rool	10			
	Sub total						
	VAT						
	Grand Total						

Total Price(in words)

Signature of Bidder _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail