

BID DATA SHEET & BACKGROUND NOTE

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| Address for Submission of Bids | INSTITUTIONAL MARKETING DEPARTMENT. KARNATAKA ANTIBIOTICS & PHARMACEUTICALS LIMITED (A Government of India Enterprise) Arka The Business Centre, Plot No. 37, Site No. 34/4, NTTF Main Road, Peenya Industrial Area, BENGALURU- 560058. LANDLINE: 080-23571590 Extn: 422 Email: instfield@kaplindia.com |
| Bid validity | 90 days from the date of bid opening. |
| No. of copies | 1 original |
| Email ID for communication | instfield@kaplindia.com hobranh@kaplindia.com |
| Web Address | www.kaplindia.com |

Details for Appointment of Service/ Liaison Agents/ Hospital Stockists for All India

Karnataka Antibiotics & Pharmaceuticals Limited(KAPL) (A Govt. of India Enterprise),Bengaluru, Karnataka- 560058 is engaged in manufacturing and marketing of various pharmaceutical products such as Betalactum Powder Injectables, Cephalosporin Powder Injectables, Betalactum Tablets and Capsules, Non- Betalactum Tablets and Capsules, and other Products under Pharmaceutical Purchase Policy (PPP) notified by Govt. of India etc.

KAPL would like to expand its Pharma business in various states across India. To cater PPP Notified Products & other Branded Medicines Manufactured and Marketed by KAPL to individual Government institutions across India and to provide the required service on behalf of KAPL, company intends to appoint Service/ Liaison Agents for various Govt. Institutions in various states/PAN India. Validity of appointment shall be for two financial years: 2024-25 & 2025-26. However, performance shall be reviewed every six months. In case of unsatisfactory performance, not up to our expectation, allotted institutions may be withdrawn or appointment as Service/Liaison Agent shall be terminated forthwith, without giving notice.

Parties having sound pharma marketing strength may apply for working as Service/liaison agents. Basic functions of Service/Liaison Agents are as under:-

- 1** To generate maximum orders for our range of products from the Institution(s) as approved by KAPL and arrange to send the Purchase Order to KAPL.
- 2** To ensure acceptance of material by the Indenting Authorities/Institutions and arrange to send a copy of Goods Receiving Note (GRN) to KAPL.
- 3** To collect the payments within stipulated period and provide details and proof of payments received from Govt. Institutions.

Service Agency/ Liasoning commissioning for the approved Parties shall be as per the Company decision from time to time.

The basic requirements for consideration of Liaison Agents are as follows:

1. A non-refundable tender Processing fee of Rs. 2000/- in the form of DD in favor of Karnataka Antibiotics & Pharmaceuticals Limited, payable at Bangalore.
2. On appointment, party shall provide **interest free security deposit of Rs.50000.00** to the company.
3. Party shall have to provide the self-attested copies of:-
 - a) GST Regn. Certificate.**
 - b) PAN card.**
 - c) Aadhar Card**
 - d) ITR for last 3 Years**
 - e) GST Return for last 3 months**
 - f) Partnership Agreement, if any.**
 - g) Offer letter to KAPL mentioning the interested Govt. Institutions.**
 - h) Drug License, if applicable,**
 - i) Audited Balance Sheet for 3 Years/ ITR for past 3 years**
 - j) Declaration to accept the Service Agency commission as decided by the company from time to time (as per Annexure-C)**
 - k) Integrity Pact (refer Tender documents in the portal)**

4. Party shall have to provide details of business done for last 3 years.
5. If dealing with other CPSEs, details of Business done for last 3 years with them
6. List of Institutions covered in the specific Geographic Area applied for providing Service & details of business from each Institution.
7. Details establishing potential of the party in generating voluminous business in the interested Institution of geographical Area applied for.

The sealed bids may be submitted by post / courier or in person to the Tender box kept in Institutional Marketing Department of KAPL, Head Office, Bengaluru-560058.

The Appointment Service/ Liaison Agents will be for the Period of next Two financial years i.e., w.e.f. 01.07.2024 to 31.03.2026. However, performance evaluation will be done periodically & renewal shall be done based on the Performance review.

The last date for receipt of sealed BIDS is (21 days from Publication Date) up to 18:00 Hrs

Offer shall be signed by authorized signatory failing which it will be treated as invalid and liable for rejection.

Offers shall be valid for 90 days from the date of Opening of the bids.

Employee's relatives shall in no way be connected with the carrying out any business activity as per terms and conditions of the TENDER documents issued by KAPL.

The bidder is required to fill all the details in Annexure-A & submit along with relevant copies of the requested documents in Annexure-A.

The bidder is required to sign all the bid documents and submit the same along with his proposal as a token of his acceptance to the terms and conditions of the tender documents.

Application accompanied with all relevant documents (self-attested copies) to be received on or before (21 days from Publication Date) up to 18:00 hrs. super scribing on the top of envelop "APPLICATION FOR SERVICE/LIAISON AGENT FOR 2024-25 & 2025-26".

Application with the details as per enclosed format shall be sent to:

**INSTITUTIONAL MARKETING DEPARTMENT.
KARNATAKA ANTIBIOTICS & PHARMACEUTICALS LIMITED
(A Government of India Enterprise)
Arka The Business Centre, Plot No. 37, Site No. 34/4,
NTTF Main Road, Peenya Industrial Area,
BENGALURU- 560058.
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