

KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LTD.

(A GOVT. OF INDIA ENTERPRISE)

*Materials Dept.: Arka The Business Centre, Plot No 37 ,NTTF Main**Road, Peenya Industrial Area, 2nd Phase Bengaluru-560058***CIN No: U24231KA1981GOI004145 PHONE 080 23571590**Website: www.kaplindia.com**Invitation of “Tender Enquiry” for Rate Contract Agreement for INSTALLATION OF PHOTO COPIER MACHINE RENTAL BASIS FOR 3 YEARS.**

Tender under Two bid stage Part-1: Technical Bid and Part-2: Financial Bid is invited from Approved vendors to KAPL PURCHASE DEPARTMENT as per terms & conditions for the period of Three years.

Bidders will have to participate in bidding process through two bid system by speed post or courier/by hand.

Tender Enquiry No.	K-E&P/SR/0447/2025-26
Mode of Tender	QUOTATION MUST BE SUBMITTED IN TWO SEALED COVERS (TECHNICAL & PRICE/COMMERCIAL BID) SEPARATELY AND TO BE PLACED IN ONE ENVELOP OR ELSE YOUR PROPOSAL WILL NOT BE CONSIDERED.
Tender issuing date	17.06.2025
Due date & time for bid submission	25.06.2025 till 13.00 Hrs.
Mode of bid submission	TWO BID SYSTEM HARD COPY (THROUGH SPEED POST OR COURIER/BY HAND)
Type of tender	OPEN TENDER ENQUIRY (OTE)
Details of contact person	Deputy Manager (Materials) Mob:-080-23571590
Offer(EOI) validity	90 days or such extension sought for by KAPL by modification issued in this regard.
Contract Duration	Successful bidder(s) will be empanelled with KAPL for the period of three years from the date of Issuance of Letter of Intent & can be extended thereafter for a further period of one year, as per existing terms & conditions.
Email ID for communication	puren@kaplindia.com
Web Address	www.kaplindia.com



Annexure-A

Important Instructions for Tender

Bidders are requested to read the terms and conditions of this tender before submitting your tender by hard copy.

SPECIAL NOTE: THE BID HAS TO BE SUBMITTED THROUGH TWO BID SYSTEM HARD COPY.

Vendors should provide the below mentioned supporting documents (based on their type of Organization)

1. PAN Card.
2. Certificate of Incorporation (for Indian organizations)
3. GST Certificate.
4. An Address proof is also to be submitted in case of Individuals.
5. If the firm is registering in joint venture, they also need to upload deed agreement.

NOTE 1:

- 1) Copy of all these supporting documents must be self-attested by authorized signatory. Attested signature shall also be verified by further authentication process.
- 2) For what so ever reasons, if any part of KAPL tender document is submitted by the bidder, other than financial and technical offers and requisite Pre-Qualifying credentials, in that case the missing part of the tender document shall be treated as read and acceptable to bidder.
- 3) Tenders completed as per instructions will be submitted through two bid system hard copy through speed post or courier/by hand mode only KAPL as per the prescribed date and time mentioned in the tender notice and tender will be opened on the prescribed date and time.
- 4)

NOTE 2: TWO BID SYSTEM:

- a) The vendor(s) should submit their Technical Bid and Financial Bid through speed post or courier /by hand.
- b) Participation in this tender is by invitation only and is limited to the selected procuring entity's registered suppliers. Unsolicited offers are liable to be ignored. However, suppliers who desire to participate in such tenders in future may bring it to the notice of procuring entity and apply for.
- c) During the entire two bid system process, the vendors will remain completely anonymous to one another and also to everybody else.
- d) All bids submitted during the tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Buyer will form a binding contract between Buyer and the Vendor for execution of supply.

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- e) It is mandatory that all the bids are submitted through speed post or courier/by hand otherwise the same will not be accepted by the system.
- f) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- g) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the tender floor by any vendor confirms his acceptance of terms & conditions for the tender.
Any order resulting from this tender shall be governed by the terms and conditions mentioned therein. **no deviation to the technical and commercial terms & conditions are allowed.**

The tender inviting authority has the right to cancel this tender or extend the due date of receipt of bid(s) without assigning any reason thereof.

Annexure-B

General Terms & Conditions

1. Mere participation in tender will not mean that a particular bidder will be automatically considered qualified and their bids will be entertained. Such qualification will be reviewed at the time of evaluation of bids also.
2. Micro & Small Enterprises (MSEs) registered with NSIC under Single Point Registration Scheme (SPRS) are eligible to get the benefits under new Public Procurement policies for MSEs as notified by Govt. of India, Ministry of Micro, Small & Medium Enterprises (MSME) vide Gazette Notification, dated 26.03.2012.
3. If eligible for the supply, the benefits as per prevailing norms will be extended to MSEs registered with NSIC as per New Public procurement Policy as notified by the Government of India, Ministry of Micro, small & medium enterprises (MSME) in The Gazette of India vide No. 503, dated 26.03.2012. It is not obligatory on the part of the Trustees to accept of Lowest Tender. They reserve the right to accept a Tender in full or in part and/or reject a Tender without assigning any reason thereof.
4. Copy of valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate has to be submitted along with the bid.
5. Due date of submission of tender may be extended as per KAPL's discretion by releasing corrigendum in website of KAPL.
6. SCOPE OF WORK: As per Tender Document
7. The Terms and Conditions of Tender shall be read in conjunction with the General Conditions of Contract, Specifications, Bill of Quantities and other Documents forming part of this Contract wherever the Contract so requires.
8. Validity: Three years from the date of Letter of Intent/work order.
9. EVALUATION CRITERIA: As per relevant clause of Tender Document and Only Technically qualified bidders Financial bid will be opened.
10. PAYMENTS: 30 Days Credit after receipt and acceptance –Monthly payment will be released.

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11. Any controversies or disputes arising out of or relating to this invitation to EOI shall be resolved by binding arbitration by a sole arbitrator under the provision of arbitration act 1996. Such arbitration shall be concluded in Bangalore. The Arbitration and Conciliation Act 1996 or any statutory modification thereof shall apply to the arbitration proceeding.
12. JURISDICTION OF COURT: The contract shall be governed by all relevant Indian Acts applicable within the jurisdiction of Bengaluru.
13. The relatives of KAPL Employees shall in no way be connected with carrying out business activity as per the terms and conditions of the tender documents without prior permission of KAPL management.
14. KAPL may at any time terminate the contract for any reason by giving the bidders a one month prior notice of termination.
15. KAPL management has the right to match L1 rates with L2 and L3 vendors. In case the Quantity is more the order shall be split at the ratio of 60:40 or 40:30:30 subject to approval of Competent Authority.
16. Risk Purchase clause as per the contract act is applicable incase if the vendors are not fulfilling the T&C and supply as per Work order.

COMPANY BACKGROUND:

Karnataka Antibiotics & Pharmaceuticals Limited (KAPL) (A Govt. of India Enterprise), Bengaluru, Karnataka-560058 is engaged in manufacturing and marketing of various Pharmaceutical /Ayurvedic / Veterinary and Agro-chemical products since 1984.

Invitation of “Tender Enquiry” for RATE CONTRACT AGREEMENT FOR INSTALLATION OF PHOTO COPIER MACHINE RENTAL BASIS FOR 3 YEARS.

Karnataka Antibiotics & Pharmaceuticals Limited (KAPL) is a PSU and pioneer in Pharmaceuticals under the Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India. KAPL is involved in the production and marketing of Pharmaceutical products at affordable prices to the consumers in India and outside India.

The following annexures are attached to this document and bidders are required to submit the same in the technical Bid.

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Documents to be submitted in Technical Bid

Tender document duly signed and stamped in all pages shall be uploaded.

Specification of installation of photo copier machine rental basis for 3 years attached in Annexure I.

The Tender enquiry will be opened as per scheduled, In the event of the date being declared as a holiday for KAPL, the due date for submission of bid and opening will be the following working day at the appointed time.

Deputy General Manager (Materials)

Arka The Business Centre

Plot No 37, NTTF Main Road

Peenya Industrial Area, 2nd Phase

Bengaluru-560058

Terms & Conditions:

1. Selection Criteria: Only bidders qualified in all parameters identified and mentioned as Eligibility criteria (Page No: 8) will be considered for "Financial Bid opening".
2. Price: Bidders should quote their C/F prices to KAPL.
3. Payment Terms: Against 30 days credit from the date of receipt of Services - Monthly.
4. Agreement: The validity of contract will be for three years and which may be further extended for a period of another year with the existing terms & conditions.
5. Vendors who are awarded Work Orders for installation of photo copier machine rental basis charges complete all delivery to KAPL Factory/Head office Peenya Plant.
6. Risk Purchase: In case of non-supply against the Work Order Risk Purchase will be applicable.
7. LD Charges: If the vendor/contractor fails to perform the duty within the delivery schedule, the KAPL is entitled to deduct/recover the delay penalty amounting to 0.5% per week or part of the week of delayed supply. Subject to a maximum of 10 % of the total value of item covered in order.
8. If a Bidder is debarred/delisted by any Central/ State Government Department/ Institution/ Subordinate office or Public Sector Enterprise, the said Manufacturer/Bidder will be disqualified for participation in the empanelment Eol.

All bidders must enclose an Ink Signed declaration on their letter head that they were not debarred/delisted by any Central/State Government Department/Institution/Subordinate office or Public Sector Enterprise.

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9. RIGHTS OF KAPL:

- (i) KAPL reserves the right to accept / reject the offers received without assigning any reasons whatsoever, or may call for any additional information / clarification if so required.
- (ii) KAPL reserves the right to limit or delete any item mentioned in this document and extend the last date of submission of the bid.
- (iii) KAPL reserves the right to modify the Bid, Terms & Conditions, etc. before the last date of submission of applications and thereafter extend the due date and the same shall be published in the Company's website. KAPL also reserves the right to cancel either in part or whole Bid without assigning any reason whatsoever.
- (iv) Decision of KAPL will be final.

10. Eligibility Criteria for Selection of Contract for rate contract agreement for installation of photo copier machine rental basis for 3 years license: (Fill up the chart & upload, with all relevant documents with technical Bid as per indicated below).

Parameters	Min Eligibility Criteria
1. Experience	Minimum 2 years relevant Pharmaceutical Domain Experience in installation of photo copier machine rental basis. Work order copies to be enclosed.
2. Other statutory Documents	Copies of GST Certificate, Pan, Aadhar etc.(All Should be As on date valid) to be enclosed
3. Accepted Bid Document	This tender document to be accepted with duly signed stamped in all the pages and to be uploaded. For any Clause found not acceptable, bidders to submit deviation statement separately.

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(General information of the Vendor)

Name & Address of the Party	
Telephone No with STD code	
Email Address	
Name of the Contact Person	
Whether Proprietary/Partnership/Limited Company	
Years of Experience (Please attach documentary proof)	
Details of Tax Registration	
a) GST No with Certificate	
b) PAN Card	
c) TIN No with certificates	
Name & Address of your Bankers	
Bank A/C NO : with IFSC Code	
Number of Technical Person	
Technical Skill	Y/N
Creativity & Innovation	Y/N
Time Management(Timely completion of Job)	Y/N
Sound knowledge in English Language	Y/N

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S/N	Particular of Document	Attached/ Not	Page No	Remarks
1.	Forwarding letter indicating the submission of Bid documents along with check list of document			
2.	Tender Document duly Signed and Stamped in all Pages along with Corrigendum (if Any)			
3.	Duly filled in Bid Form			
4.	PAN No			
5.	ISO Certificate if any			
6.	GST No			
7.	Specifications duly signed and stamped in all papers as Annexure-II			
8.	Non Debarment /black list certificate as per point no 08 of terms and conditions of tender document.			
9.	Attachment List if any			

Technical Bid**INSTALLATION OF PHOTO COPIER MACHINE RENTAL BASIS FOR 3 YEARS AT KAPL FACTORY & CORPORATE OFFICE**

BOQ			
SL.NO	ITEM DESCRIPTION	UNIT	QTY
1	INSTALLATION OF PHOTO COPIER MACHINE RENTAL BASIS	NOS	3
TERMS AND CONDITIONS			
A	Xerox or photo copying charges per copy or lesser- up to (1) 10,000 copier rate --- (2) 10,001 and above rate ----		
B	No limit on the number of pages for scanning		
C	The price includes service, repair, spares and consumables regarding the machine		
D	Breakdown service to be attended within the same day (preferred) if not within 24 hours or next working day		
E	The copier machine model supplied/provided should be of the latest model and should not be more than 2 years old from the date of manufacturing		
F	The paper consumables will be procured and maintained by KAPL.		
G	The refill/replacement of toner cartridges would be taken care by the service provider.		
H	The copier system provided should be LAN service enabled.		
I	The copier machines should have provision to print both A4 and A3 sized papers		

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J	The copier machine should have ADF (Automated Document Feeder) system for feeding documents
K	The copier machine should be provided with wheels for easy movement or relocation if necessary
L	The machine should be compatible in working with the existing power utility facilities available at QA and PPC/PURCHASE
M	Preferably stabilizer to be provided for added protection of the machine during voltage fluctuations
N	KAPL won't to be responsible for any damages to the machine during day to day use. Proper care would be taken during handling of the copier machine and if any damages due to regular handling wear and tear of the equipment would be taken care by the service provider.
O	Any other charges as security deposit shall be quoted by the service provider in the tender document
P	Any price increments during subsequent year agreement shall not be accepted and retender process shall be initiated
Q	The service provider shall provide the copier machine for the span of minimum 3 years on rental basis with the conditions mentioned above
R	The bill shall be generated on 1 st of every month and shall be provided to KAPL in original which shall be cleared within 15-20 days from the date of receipt of the invoice
S	Any errors during billing will be responsibility of the service provider and corrections in the invoice amount once submitted to finance for payment shall not be entertained.

END OF DOCUMENT