



# HAFFKINE BIO-PHARMACEUTICAL CORPORATION.LTD.

(Govt. of Maharashtra Undertaking)

Acharya Donde Marg, Parel, Mumbai – 400 012, Maharashtra, India

Phone No.022-24129320/21 Direct:022-24147564 Email : mm@vaccinehaffkine.com

Cost of Tender Form Rs.25000/-(Non-refundable)

Submission Date:-

Due Date:- Till 08.09.2018 6.00 pm

**Sub.:- Procurement of Monovalent Bulk of Poliomyelitis Type I & Type III for our bivalent oral polio vaccine production**

To,

Vendor,

Thank you for your response to our advertisement on above subject. Enclosed is the tender document with detailed terms and conditions. The Company intends to associate with the vendor who is manufacturer / authorized agents dealing in subject items.

This E-tender is **two bid** type meaning technical bid for Vendor registration / participation and their commercial offer for subject material.

**Tender documents contains following Annexure:-**

1. **Annexure A-I** - General Terms & Conditions  
**A-II**-Vendor registration forms (compulsory) and submit along with bid.  
**A- III** – Declaration to be uploaded in Bid submission.
2. **Annexure B** - Tender Items **Estimated Quantity** & Specification
3. **Annexure C** - Commercial Details of Vendor.
4. **Annexure D** - Price Bid/Quotation from Vendor

**All the above annexures and related documents (GST/IT/PAN/Authorisation letter from manufacturer etc.)to be uploaded in single rar./pdf. file format while submitting technical bid of etender.**

**Note: 1) Annexure 'C' duly signed with seal by authorized person.**

**2) Latest I.T. & G.S.T. Assessment`return copies**

**3) Documents to be uploaded should be duly signed.**

**4) EMD of Rs.2,50,000/-(Rs.Two Lakh Fifty Thousands only) through Net-Banking (Refundable)**

Thanking you,

**Materials Manager**



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## ANNEXURE - 'A-I'

### GENERAL TERMS AND CONDITIONS COVERING INVITATION OF THIS E-TENDER FOR PROCUREMENT OF MONOVALENT BULK OF POLIOMYELITIS TYPE I AND TYPE III

1. This E-tender is issued by the Materials Manager on behalf Haffkine Bio-Pharmaceutical Corporation Ltd. Mumbai, herein referred to as 'TENDEREE'. The term TENDERER means a firm, partnership or individual who offers to supply goods against the Company's requirements.
2. E-tenders are invited for items mentioned in Annexure 'B' from reputed manufacturers, authorized agents/dealers. Wherever possible, Company wishes to make contract with direct manufacturer.
3. Tenderers may be present at the time of opening of tender. Bid will be opened by our auditors on **10.09.2018 at 10.00 am** in the presence of Tenderers.

**"Whomsoever attending as authorized person should bring Authority letter to be present at the time of opening of tender & negotiation."**

4. **EMD(Earnest Money Deposit) of Rs.2,50,000/-** should be paid online , which will be returned through system itself to tenderer after decision on tender or 90 days from the date of opening of tender whichever is earlier.
5. **S.S.I.(Small Scale Industry) Unit must submit latest valid SSI unit certificate** and will be exempted from paying EMD.  
If you are under **MICRO/Small/MEDIUM Enterprises development Act 2006** then kindly enclosed copy of the entrepreneur memorandum filled with the authority specified by the respective State Government.
6. Rates submitted will remain firm during contract period and **no revision in rates will be entertained** except statutory charges such as Goods and service Tax etc.
7. Information sought as per Annexure "A-II" & Annexure "C" should be provided correctly and is a part of tender conditions. The Corporation may visit commercial / manufacturing premises of the Tenderer. Corporation will give purchase preference to manufacturer.  
**Tenderer must be open to implement reasonable suggestion given by Corporation for improvement in quality aspect.**
8. Documents submitted with tender should be initialed by the tenderer.
9. TENDEREE reserves the right to accept or reject any offer submitted without assigning any reason.
10. TENDEREE reserves right to cancel or alter any item mentioned in Annexure "B" without assigning any reason.



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11. **Payment by letter of credit 60 days from air way bill date.**
12. **Delivery at CIF Mumbai airport.**
13. For any dispute the decision of Managing Director, Haffkine Bio- Pharmaceutical Corporation Ltd. will be final and legally binding.
14. Agreement is subject to Mumbai Jurisdiction.
15. Neither the tender document nor the contract, if granted is transferable, unless it is in name of parent / sister concern and if it is informed at time of tendering as mentioned in "Annexure "A-II"
16. **Tenderer must submit latest Income Tax return copies (zerex copy) for the past three financial years viz.2017-18,2016-17,2015-16 etc.Tenderer must give GST Registration No. & latest GST assessment certificate.**
17. **a. Risk Purchase clause** - In case the contractor fails to deliver the stores or any part thereof within the given scheduled period of delivery or delay is caused due to supplying substandard stores, or the material not confirming to the sample kept in the custody, Materials Manager shall initiate any of the following steps in his discretion. Purchase will be made from open market of the same or similar goods at the risks and cost of contractor and will be charged to the contractor and difference between the Contractor's price and the risk purchase price, will be recovered from the Contractor. No dispute shall be entertained regarding the rate at which risk purchase is made.

OR

To recover from the Contractor liquidated demurrage in the discretion of our Managing Director or impose a penalty of 0.5% per week or part thereof subject to a maximum of 10% of the value of the delayed stores/Goods.

OR

**To cancel the order.**

In addition to above remedies, the Materials Manager shall be free to take such further action as may be necessary for the damage caused by delay or failure to supply including forfeiture of deposit.

The penalties referred to above can be recovered either from the bills of the contractor or from the Security Deposit.
- b. Price Escalation** - Prices quoted are firm and not negotiable. Only Statutory Charges like Taxes,Duties or any Government Levies implemented or change will be accepted.
18. The decision of the Materials Manager regarding the acceptability of stores shall be final and binding upon the contractor/supplier.



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19. Any clause, condition or terms in tender offer / or acknowledgement /acceptance letter which is repugnant to or inconsistent with any of the terms in 'Annexure 'A-I' shall be void and shall have no force and effect.
20. Supply of material must be in standard packing, pilfer-proof and sturdy so that no damage is caused to the goods in transit, quarantine or on storage at Company's premises.
21. Goods supplied will be accepted "subject to approval basis" as per company's specification.
22. Tenderer who wishes to supply goods through its agent should clearly mention in tender about the same.
23. Delivery must be made in part consignments as specified in purchase order form. Documents such as Invoice, Delivery Challan, LR/RR/AWB in original must be submitted along with consignment.
24. Delivery Challan must be printed with registered and branch office addresses, G.S.T., PAN, Drug License No. etc. Also details of lots, Batch No., Make, Mfg. & Expiry date, Purchase Order No. etc. must be mentioned on every package, delivery challan and invoice pertaining to supplies. **For faster payment please mention RTGS/NEFT details, prominently on every invoice. If the payment is made by Corporation through RTGS/NEFT the supplier should provide stamp receipt duly signed for the payment given.**
25. In case, for any reason the contractor is unable to maintain the delivery schedule, he should give written intimation along with reason thereof well in advance so as to enable the Materials Manager to take the necessary steps. Non observance of this would be seriously viewed by the Materials Manager. Any goods rejected or not approved by the Corporation shall immediately be removed and replaced by the contractor with goods of approved quality at his own cost and expense. If the rejected material is not immediately removed, it will remain in the Corporation premises at the contractor's risk and cost. In case, the Corporation is required to shift this material, the Materials Manager can do so in his discretion and recover charges for the same.
26. The Bills/Invoice must be submitted **in duplicate by Supplier** in Materials Management (MM) along with attested Delivery Challan of Stores/or Department as the case may be. Delivery Challan, Invoice and any correspondence must mention Purchase Order Number. Delivery Challan and Invoice must mention Manufacturer name, Quantity- Batch wise and Date of Manufacture and Date of Expiry. Unlabeled Supply will be rejected and returned to transporter immediately.



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27. **The Earnest Money Deposit of a contractor shall be returned to him only on the satisfactory completion of the contract and subject to the clearance of all outstanding issues or points of disputes to the satisfaction of the Materials Manager.**
28. All stores supplied by the contractor shall be subject to warranty that no law, regulation or ordinance of the Indian Republic or any State Govt. authorities or agency has been violated in the manufacture, procurement or sale of the said stores.
29. All Tenderers are required to quote their most competitive rate as negotiation may or may not be held.
30. List of current buyers in India with quantities supplied for 3 consecutive years.
31. The average annual turnover of the company should be minimum Rs.40 crores for the last three financial years viz.2017-18,2016-17,2015-16 (supported by certified chartered accountant)
32. If participating as an agent/distributor, should necessarily furnish a certificate from the principle bulk manufacturer clearly highlighting the tenure of the agreement / period of contract with the principle bulk manufacturer and the current status thereof for uninterrupted supply of oral polio vaccine bulk concentrate.
33. Audited annual report of the bidders for the last three financial years viz.2017-18,2016-17,2015-16
34. Our Managing Director, HBPCCL, Mumbai reserves the right to increase or decrease the quantity to be purchased and also reserves the right to cancel or revise any or all the tender or part of tender without giving any reason there to.
35. **Hard copy of technical bid to be submitted in our Materials Dept. on or before due date.**

### **Special condition of e-tender:**

1. HBPCCL requires total 100 million doses OPV bulk Type I & III each as per below schedule:
  - a) 65 million doses of each type before 15<sup>th</sup> Sep.2018
  - b) 35 million does of each type by 22<sup>nd</sup> Sep.2018 These timelines are non negotiable.
- 2.OPV Bulk provided by tenderer should be from HBPCCL's World Health Organisation prequalified bulk supplier which is "BIOFARMA"Indonesia.
- 3.**Shelf life** : The supplier should ensure at least 3/4<sup>th</sup> of total shelf life at the time of delivery.

### **Materials Manager**



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## ANNEXURE - 'A-II'

### VENDOR REGISTRATION FORM

Manufacturer

Authorized Dealer/  
Trader

<input type="checkbox"/>	<b>1. Raw Material-</b>
<input type="checkbox"/>	<b>2. Packing material</b>
<input type="checkbox"/>	i. Duplex Boxes
<input type="checkbox"/>	ii. Glass Vials/Glass Bottles
<input type="checkbox"/>	iii. Al. Seals / P.P.Caps/ Flip
<input type="checkbox"/>	off seals
<input type="checkbox"/>	iv. Rubber Stoppers
<input type="checkbox"/>	v. Plastic OPV Droppers
<input type="checkbox"/>	vi. Dry Ice
<input type="checkbox"/>	vii. Thermocol Boxes
<input type="checkbox"/>	<b>3. Lab. Chemical &amp; Glass Ware</b>
<input type="checkbox"/>	<b>4. Other</b>

1. Name of the Company :

a) Office Tel. No. :

b) Works Tel. No. :

c) Fax. No. :

d) E Mail address :

2. Address :

a) Registered Office/factory :

b) Correspondence :

3. Days on which office is closed :

4 Status :

(Public/Pvt. Ltd./Partnership/ Proprietary)

5. Names of Directors/Partners :

(Attach List)



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6. Names of the person to be contact :  
for business
7. Date of Establishment & Experience :
8. Associated and Sister concerns if any :
9. Bankers :
10. Nature of Business :  
(Attach list, if necessary)
11. Please give in information on products :  
Manufactured /offered by you  
(Attach separate list, if necessary)
12. If you representing any manufacturers, :  
Please indicate your status, e.g. agent,  
area distributor, trader etc.
13. Foreign & local technical collaboration :  
if any
14. a. GST Registration No. & date :  
b. E.C.C. No. :
15. Sales (Year wise) for the last three years:
16. Drug Mfg. License No. & Date :
17. Work Force :  
(a) Staff - Permanent :  
-Temporary :  
(b) Technical -Permanent :  
Temporary :
18. Registration with Government :  
a. If you are registered with DGTD :  
your registration No.  
b. If you are registered as a small :  
scale industry with State Directorate  
of Industries, your registration no.  
c. If you have declared yourself an :  
Ancillary Industry to Major Industrial  
Units, your registration no.
19. Key materials used by you (Attach List):



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- a) Imported materials :
- b) Local materials :
20. If any of your materials monopolistic :  
or invariably in short supply ? If yes,  
give details.
21. Whether products are tested and/or :  
approved by test houses, laboratories,  
if so copies of test reports may be  
submitted.
22. Your Installed capacity :
23. Capacity utilization :
24. Give brief description about salient :  
features of manufacturing / commercial  
facility
25. Standard specifications followed by you :  
(e. g. ISO)
26. Compatibility of your specifications :  
as compared to International Standards
27. Name of your reputed clients (Attach list):
28. Details of machinery with individual :  
Capacity (Attach List)

## SIGNATURE

DESIGNATION

AFFIX RUBBER STAMP

DATE :

### Notes:

- 1) Form to be filled in Capital letters.
- 2) If certain clauses are not applicable to you, please mention "N/A".
- 3) Incomplete forms will be rejected.
- 4) Where necessary please attached separate sheet.





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**ANNEXURE ‘A III’**

**DECLARATION**

**Following declaration shall be made therein by the tenderers**

I/We hereby declare that terms and conditions and specifications of this tender and the agreement forms have been read by me / us, translated and explained to me/us and I/We accept the same terms and conditions and specification of the Tender forms without reservation. It is also certified that all the terms and conditions of the tender document are fully acceptable to me/us and I/We will abide by all the terms conditions.

**Name and seal of the Tenderers** \_\_\_\_\_

**Signature of the Tenderers** \_\_\_\_\_

**Name of the Signatory**  
**(IN BLOCK LETTERS)** \_\_\_\_\_

**Official Designation** \_\_\_\_\_

**Date** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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## ANNEXURE 'B'

Estimated quantity to be procured : **100 million doses oral poliomyelitis bulk each of Type I & Type III**

### Specification for raw material: Oral Polio Monovalent Vaccine Bulk

#### **Oral Polio Monovalent Vaccine Bulk**

The Oral Polio Monovalent Vaccine Bulk should be manufactured as per the WHO standards for Biological substances 904 year 2002. In particular, manufacturer has to ensure that the vaccine is prepared from the lowest passage level of the original seed (SO+2, SOR+1) for Type1 and 3 respectively.

The manufacturer should supply 2 types of OPV monovalent bulk with claimed titres and volume

<b>For 1 million doses</b>	<b>Polio Type</b>	<b>Titre</b>	<b>Volume for 1 million doses (+10%overfill)</b>
	Type1	8.3 Log <sub>10</sub> CCID <sub>50</sub> /ml	5500 + 550 ml
	Type3	8.3 Log <sub>10</sub> CCID <sub>50</sub> /ml	3500 + 350 ml

Alternately if the Monovalent Bulk titre is less than contract, the same may be compensated by additional volume of each of the two types.

Packing: Final packing of Type1 and Type3 in HDPE or HDPP Bottles.

Acceptance Criteria:± 0.5 log of titre assigned by the manufacturer.

On the pack size of each type the manufacturer should specify the details of individual monovalent bulk along with titres, preservative and stabilizer used if any with concentration (1 molar MgCl<sub>2</sub> / Tween 80 / Antibiotics etc.)

#### **Other Requirements:**

- The bulk manufacturer must be HBPCCL's WHO prequalified bulk supplier which is "BIOFARMA"Indonesia and UN accredited for OPV Bulk manufacture and should follow procedure prescribed by World Health Organization (WHO) for manufacturing and testing.
- Batch wise release of bulk by NRA/NCL of the manufacture's country.
- The bulk manufacturer should submit detailed production and test protocols of batch, pool & single harvest including neurovirulence test reports, expiry date certificate & raw data of histological observations and batchwise COA.
- The conditions laid down in guidelines for the International Procurement of Vaccines and Serum by WHO in the WHO/VSQ/98.05 document are strictly followed by the manufacturer.

#### **Materials Manager**





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**8. List of Customers Name & No. of Contact Person**

1)

2)

3)

For last three financial years i.e.2017-18,2016-17,2015-16

**9. In case manufacturer or authorized dealer, details in brief about manufacturing unit.**

1) Location with Tel. No. / Fax No.

2) No. of workers.

3) Manufacturing License No.

**10. In case of authorized dealer please produced certificate of authorization from the manufacturer.**

**Signature & Seal of Tenderer**