

Notice

**Tender for the Procurement of Instruments for Microbiological Testing in Spices
Board, Quality Evaluation Laboratories at Kolkata and Kandla**

2019-2020

MSTC E- Tender No. SPICEB/19-20/ET/4

SPICES BOARD

INDIA

1. Introduction:

The Spices Board is an autonomous body under the Ministry of Commerce and Industry (Govt. of India) with a mandate to promote the export of spices and spice products from India. Quality Evaluation Laboratory(QEL) of the Board at Kochi was established in 1990, to evaluate the quality of the spices produced in different producing centres across the country, to assess the quality and safety of spices and spice products exported from India, and to render analytical service to the stakeholders in spice sector, viz. exporters, traders, farmers, research organizations etc. Since then the Board has also established laboratories at Mumbai (Maharashtra) Guntur (Andhra Pradesh) ,Gummidipoondi(Chennai,Tamilnadu) ,Narela(New Delhi) , Tuticorin(Tamilnadu) Kandla(Gujarat) and at Baruipur (Kolkata)

2. Scope of the tender:

The requirement of the instruments for Microbiological Testing in this tender is for QEL Kandla and Baruipur Kolkata , for analysis of Microbiological contaminant in spices and spice products. The scope of the tender is as follows:

- (a) Supply of the Instruments for Microbiological Testing as per Annexure 1 , in which specifications of the required Instruments for Microbiological Testing and estimated quantity of the instrument are given.
- (b) The successful bidder should be able to make available the products with required specifications at all the locations of the Board's laboratories, on receipt of the purchase order. The addresses of these laboratories are given in Annexure -2.

(c)The quoted rate should include all charges including transportation, packing, insurance, taxes, etc as applicable.

(d) The Board reserves the right to place order for the required items either together or in part (staggered supply) depending on requirements in the laboratories.

(e)Customs Clearance : The customs clearance duty if any for imported instruments will be paid by Spices Board at actuals. The successful bidder has to arrange the customs clearance and delivery of the items at the Board's Laboratories as per purchase orders issued.

3. Eligibility Criteria and Technical Requirements

The eligibility criteria and technical requirements for participating in the tender are given below. Supporting documents proving the eligibility criteria shall be uploaded while submitting e-tender

Tender shall be submitted by reputed manufacturers / suppliers of high quality of Instruments for Microbiological Testing including all required accessories, with the capability of nation-wide delivery.

The tenderer should primarily submit evidence of their capability to provide service in the areas detailed below. The documents as per the description below should be uploaded as a single PDF file, with appropriate section headings as per each of the requirement below, along with the e-tender:

- a) Proof of Experience: Experience of having supplied Instruments for Microbiological Testing for which the bidder is quoting in this tender, during the last three years.
- b) Authorization from OEM: If the bidder is supplying the Instruments for Microbiological Testing on behalf of a company, the authorized supplier certificate from the manufacturer for the quoted items should necessarily be included.
- c) Technical Compliance Statement: The technical requirements of the tender are included in Annexure 1 below. A technical compliance statement including each

point in the document should be included in the PDF file. If any of the points in the technical compliance statement requires submission of document as proof, that also should be included in the PDF file.

Against each point in the technical specification, compliance must be marked as YES / NO

- d) Undertaking: A statement signed by the authorized signatory of the bidder, stating that (a) supply of the items can be undertaken at all the locations of the Board's laboratories mentioned in Annexure 2 of the tender document, and (b) the bidder agrees to all the terms and conditions of this Notice Inviting Tender (NIT) should be included in the PDF file.
- e) Any other requirement of proof or clarification, mentioned in any of the sections below, should be included in the PDF file.
- f) Any specific terms and conditions regarding the supply, shipment and delivery of the quoted items should be explicitly mentioned.
- g) PDF files uploaded with incomplete details with regard to eligibility criteria are liable to be rejected.

4. Price Bid:

a) The details are to be filled in as per Table 1 below in the online tender only (not to be included in the eligibility criteria PDF document) for the items quoted. Each of the rows in the table below will be available online in the e-tender, which has to be filled by the tenderer. The prices quoted should specify taxes, transportation and freight charges.

Table 1: Price Bid

	Price Description	Price	Comments (if any)
	Currency quoted		

a	Total Instrument cost		
b	Total cost of supporting Instrument		
c	Comprehensive Warranty Charges (if applicable)		
d	Any other charges		
e	CIF [a] + [b] + [c] + [d] =		

Note 1 Comparison of the financial bids of the complying quotations will be done after conversion of the total cost into INR based on the conversion rate on the day of opening of the financial bids.

Note 2 Give full list of items quoted in Indian Rupees seperately.

b)The price bid has to be subject to the following terms and conditions:

c)The prices once offered must remain fixed and must not be subject to escalation for any reason whatsoever within a period of 18 months from the date of the award of contract.

d)If a successful bidder (who has quoted lowest price for an item as per Annexure 1) is not able to provide a product(s) at the quoted price at any point during 18 months after the award of the contract, then the contract with this bidder will be cancelled for that product(s) and will be awarded successively to the next lowest bidder(s) who meet the technical specifications for that product(s).

5. Submission of Bids:

- a) Spices Board reserves the right to accept or reject any of bids / proposals submitted.

- b) At any time before the last date of submission of tender, Spices Board may, for any reason, whether at its own initiative or in response to a clarification requested by potential bidders, amend the tender document.
- c) Any amendment shall be informed to the bidders by publishing in the Spices Board website and shall be binding on them. Spices Board may at its discretion extend the deadline for the submission of tender.
- d) The applicant is required to visit the Spices Board website / MSTCL website for any changes or amendments in the tender before submitting their tenders.
- e) Firms registered in India participating in the bid have to submit the bid through the e-procurement portal as outlined below in Appendix 1.

6. EMD Requirements

- a) Bidders should submit an EMD (Earnest Money Deposit) 2% of estimated value of the instrument along with the tender by way of Demand Draft drawn in favour of "Secretary, Spices Board" payable at Kochi, from any nationalized bank. The EMD shall be valid for three months. Bank Guarantee will not be accepted towards EMD.
- b) The technical bid without EMD will be rejected unless specifically exempted by the Government from payment of EMD for which reasons and proof have to be enclosed.
- c) EMD of the unsuccessful bidders will be refunded (without any interest) within 45 days from the date of opening of tender.
- d) EMD amount of the Successful Bidder will be refunded (without any interest) within 30 days after acceptance of work order and submission of "contract performance guarantee".
- e) EMD will be forfeited if the vendor withdraws or amends its tender or derogates from the tender in any respect within the period of validity of its tender.
- f) EMD shall be submitted in sealed envelope, superscribing the words "Tender for the Procurement of Instruments for Microbiological Testing in Spices Board, Quality

Evaluation Laboratories at Kolkata and Kandla 2019 – 2020” and also mention the name of the instrument in the envelope through Speed Post/Registered Post/by Hand to reach the following address on or before closing time of the tender.

Scientist D & Head,

Quality Evaluation Laboratory,

Spices Board, Ministry of Commerce and Industry (Govt. of India)

Sugandha Bhavan, N.H. Bye-pass,

P.B.No.2277

Palarivattom P.O,

Kochi – 682025

Kerala

7. Performance Security

The successful bidder has to submit a Performance Security for an amount of 20% of the order value in the form of a Bank Guarantee from any nationalized bank. Performance security should be submitted within 21 days after release of purchase order and should be valid for 60 days beyond the date of completion of all contractual obligations including warranty obligation, and it will be released after 60 days beyond warranty period.

Submission of Performance security for equipments exempted upto order value of Rs 1 lakh.

- 8.** Five year comprehensive warranty shall include calibration of the equipment using traceable standards at least once in a year
- 9.** Repair of the equipment should be attended within three working days ,failure will result in extension of the five year warranty period.

10. Comprehensive warranty shall include two preventive maintenance per year and any number of break down visits

11. Disputes and Jurisdiction: Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within the city of Ernakulam, Kochi.

12. Other Terms and Conditions

- a) Delivery Schedule: Supply of the instrument should be fixed for supply within 30/45 days from the date of award of contract.
- b) Payment: No Advance payment will be made for items manufactured in India. For these instruments, payment shall be made only after satisfactory installation is agreed to wherever the installation is involved. For imported instrument, the payment will be arranged as per terms and conditions agreed between Spices Board and the tenderer during finalization of the purchase.
- c) Payment shall be released only after satisfactory training to the Laboratory staff.
- d) Warranty/Guarantee: The offer should clearly specify the terms of warranty as applicable including all the spares/accessories and consumables required for the smooth and continuous functioning of the equipment
- e) Risk Purchase Clause: In the event of failure of supply of the item within the stipulated delivery schedule, the Board reserves the right to purchase the item from other sources on total risk of the supplier under Risk Purchase Clause.
- f) Successful bidders shall accept the contract in writing within 10 days of date of award of contract.
- g) Tender received after the closing time for submission will not be considered.
- h) The tender must remain valid for at least 6 months from the date of opening of the tender. A tender valid for a shorter period will be rejected as non-responsive. On completion of validity period, unless the tenderer withdraws his tender in writing, it

will be deemed to be valid until such time the tenderer formally (in writing) withdraws the tender.

13. Clarifications

Bidders may contact the Spices Board Quality Evaluation Laboratory for any clarifications at +91-484-2333610 – 616, (Extensions 338 and 352) or by email from gel.sb-ker@gov.in or gelpurchase.sb-ker@gov.in.

14. Important Instructions

This is an e-procurement event of Spices Board, Kochi. The e-procurement service provider is MSTC Ltd., 225C, A.J.C. Bose Road, Kolkata-700 020. You are requested to read the terms & conditions of this tender before submitting your online tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender for opening of price bid. For more information on participating in the e-tender, please refer to Appendix 1

15. Schedule of tender

1	Mode of Tender	e-Procurement System (Online Part1- Techno-Commercial Bid and Part-II- Price Bid through https://www.mstcecommerce.com/eprochome/spiceb of MSTC Ltd.)
2	Transaction Fee (Bidders from India) Note: Please note that vendors will have the access to online e-tender only after remitting the	Rs. 1550/- (Including @ 18% GST) Payment of Transaction fee in favour of MSTC LIMITED. (Transaction fee and related bank charges are to be paid by bidder)

	transaction fee in favour of MSTC Limited, Kolkata.	
3	Start Bid date and Time	01.08.2019 - 05.30 PM
4	Close Bid date and Time	27.08.2019 - 05.30 PM
5	Date & time of opening of Bid	28.08.2019 – 10.00 AM

The name of instruments/accessories, number required, delivery location and reference to technical specifications are given in the Table 2 below.

Table 2: List of Items

Sl no.	Name of the Equipment	Numbers required	QEL Locations	Specification Reference
A)	Electronic Balance - 5 Digit Precision	2	Kolkata, Kandla	Annexure 1 and Annexure 2 (address of laboratories)
B)	Pathogen Screening System	2	Kolkata, Kandla	
C)	Automated Microbial Identification System	2	Kolkata, Kandla	
D)	Homogenizer	1	Kolkata	

Annexure 1 - Compliance with technical specifications

A. Electronic Balance - 5 Digit Precision

Sl. No.	Required Specification	Complying (Yes / No)	Remarks	Documentary evidence enclosed
1.	Readability of 0.00001 g. (0.01 mg).			
2.	Compact design with sturdy chemical resistant body.			
3.	Weighing pan of at least 90 mm or equivalent made of high grade quality rust free stainless steel			
4.	Calibration of a frequently used weighing range using external weights.			
5.	Digital panel with back lit display.			
6.	Overload protection feature.			
7.	Calibration certificate with F1 / E2 class calibration weights traceable to NPL should			

	be provided with the balance.			
8.	The supplier should have the capability to provide calibration of the balance once in six months with NPL certified weights. Full details of this service should be provided.			
9.	One spare power adapter and pan should be provided			
10.	Internal adjustment weight for precise result.			
11.	Maximum Capacity at least 200g.			
12.	Capability of displaying weighing result in different units.			
13.	Features like Taring and % weighing feature should be available.			
14.	Repeatability at least 0.03 mg.			
15.	High grade, chemical resistant housing.			
16.	Standard RS232c interface to connect to external PC.			
17.	Glass draft shield with sliding doors, with free access from right, left and above			

B. Pathogen Screening System

Sl. No.	Required Specification	Complying (Yes/No)	Remarks	Documentary Evidence Enclosed?
1.	Automated pathogen monitoring system capable for the detection of Listeria species, Listeria monocytogenes, Salmonella species, E.coli O157:H7, S.aureus enterotoxin etc.			
2.	System principle based on Enzyme Linked Fluorescent assay (ELIFA)/Polymerase chain reaction technology			
3.	Test protocol comply with AOAC/ AFNOR / EU/ ISO /USFDA Specifications.			
4.	Capable of analyzing atleast 12 samples or more within 3 hrs time.			
5.	The maximum time required for analysis from sample enrichment to test results shall not exceed 24 hours.			
6.	Multiparametric/multi sample analysis.			
7.	The system should be >98% specific having sensitivity capable of screening pathogens			

	including Salmonella spp. in major spice matrices including Chillies ground, Cumin, Turmeric ground, Pepper, Fenugreek, Coriander ground, Fennel, Asafoetida, Curry powder and Spice mix of 1.0 log cells before enrichment or 3 log cells after enrichment.			
8.	The evidence of publication of the above in AOAC or equivalent scientific journal of international recognition shall be submitted.			
9.	Negative and Positive controls must be supplied with the kits and system should demonstrate them.			
10.	System should be supported with MS windows operated system and its compatibility with LIMS system for data storage/ transfer.			

C. Automated Microbial Identification System

Sl. No.	Required Specification	Complying (Yes/No)	Remarks	Documentary Evidence Enclosed?
1.	The system should be fully automated with all accessories			
2.	The system must have the capacity to accommodate at least of 50 tests, at any time.			

3.	The system must have a bar code scanning device for test card identification and specimen number entry.			
4.	The system must have identification mechanism for microorganisms and shall be approved by AOAC or equivalent scientific body of international recognition.			
5.	The data base shall comprises of environmental and industrial isolates including Salmonella spp, Bacillus spp and E.coli including O157:H7.			
6.	System must be USFDA approved and 21 CFR part 11 compliance			
7.	An intelligent system based on biochemical reaction features with detection principle based on colorimetry and turbidimetry			
8.	The system should have a Supplementary React File (SRF mode) for creating customized database.			
9.	The system should be equipped with a facility to check the density of the inoculum.			
10.	The system should provide highest discrimination between species. Pathogenic microorganism atleast directly to species level.			
11.	The software must have the following			

	capabilities of Work flow management, Data storage & Test quality control management. It should be able to connect to V-Link software.			
12.	The system should be capable of reading the results in kinetic mode.			
13.	The system must have the ability to check the quality of test results and subsequent validation.			
14.	The system should be capable of storing and checking the Audit history.			
15.	The system must have no additional reagent costs. If additional reagent costs are required please supply details including cost and preparation time.			
16.	The supplier must state performance of identification mechanism.			
17.	The identification procedure must be completed in less than 24 hrs and fastest 4-6 h			
18.	PC, Printer, Software necessary for operating the system should form a part of the instrument. Software updation free atleast until expiry			

D. Homogenizer

Sl. No.	Required Specification	Complying (Yes/No)	Remarks	Documentary Evidence Enclosed?
1	Dimensions: 330mm wide x 350 mm deep x 300 mm high (atleast)			
2	Voltage supply: 220-250V			
3	Supply frequency: 50-60 Hz			
4	Plug Top Fuse: F5A			
5	Insulation: Class 1 (Earthed)			
6	Installation: Over voltage Category II			
7	Pollution : Pollution degree II			
8	Duty Cycle: Continuous			
9	Rated Load: 140W			
10	Disposable bag size: 177mm x 304 mm			
11	Minimum capacity : 80 ml			
12	Maximum capacity: 400 ml			

13	Maximum sample temperature: 60°C			
14	Ambient Operating Temperature: 10-35°C			
15	Operating Relative Humidity range: 10-89%			
16	Adjustable timer settings : 0 seconds - 90 minutes			
17	Paddle speeds : 200 rpm; 230 rpm; 260 rpm			
18	Paddle Clearance : 0-10 mm			

Annexure 2

Addresses of the laboratories

1.QEL Kandla

Quality Evaluation Laboratory

Spices Board, Ministry of Commerce and Industry, (Govt. of India)

Plot No.22A, Sector-8

Near New Income Tax Office

Tagore Road

Gandhidham

Gujarat - 370 201

India

2.QEL Kolkata

Quality Evaluation Laboratory

Spices Board, Ministry of Commerce and Industry, (Govt. of India)

Baruipur, 24 South Parganas,

Kolkata- 700 144

West Bengal, India

1	<p>Process of E-tender</p> <p>A). Registration: The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of techno-commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. MSTC/Spices Board is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).</p> <p>SPECIAL NOTE: THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT http://www.mstcecommerce.com/eprochome/spiceb/buyer_login.jsp</p> <ol style="list-style-type: none"> 1). Vendors are required to register themselves online with www.mstcecommerce.com→ e-Procurement→ PSU/Govt depts. →Spices Board→Register as Vendor Filling up details and creating own user id and password→ Submit. 2). Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form. In case of any clarification, please contact MSTC/Spices Board, (before the scheduled time of the e-tender). <p>Contact person (MSTC):</p> <ol style="list-style-type: none"> 1. Arnab Sarkar – Mob- 9986036012 asarkar@mstcindia.co.in 2 Mr. Ravindranath Mob-7676456095 ravindranathkb@mstcindia.co.in <p>B) System Requirement:</p> <ol style="list-style-type: none"> i) Windows 98 /XP-SP3 & above/Windows 7 Operating System ii) IE-7 and above Internet browser. iii) Signing type digital signature (Class-3) iv) JRE 8 update 171 and above software to be downloaded and installed in the system. To enable ALL active X controls and disable '_use pop up blocker' under Tools→Internet Options→ custom level
2	<p>(A) Part I techno-commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.</p> <p>(B) Part II Price bid will be opened electronically of only those bidder(s) whose Part I Techno-Commercial Bid is found to be Techno-Commercially acceptable by Spices Board. Such bidder(s) will be intimated date of opening of Part II Price bid, through valid email confirmed by them.</p>

	<p><u>Note:</u></p> <p>The tenderers are advised to offer their best possible rates. There would generally be no negotiations hence please submit your most competitive prices while submitting the price bid. However in case the lowest rate appears to be reasonable taking into account the prevailing market conditions, the order may be awarded to the lowest bidder and if the rate is still considered high, action as per prevailing instruction/guideline shall be taken.</p>
3	<p>All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity</p>
4	<p><u>Special Note towards Transaction fee</u> The vendors shall pay the transaction fee using “Transaction Fee Payment” Link under “My Menu” in the vendor login. The vendors have to select the particular tender from the event dropdown box. The vendor shall have the facility of making the payment either through NEFT or Online Payment. On selecting NEFT, the vendor shall generate a challan by filling up a form. The vendor shall remit the transaction fee amount as per the details printed on the challan without making change in the same. On selecting Online Payment, the vendor shall have the provision of making payment using its Credit/ Debit Card/ Net Banking. Once the payment gets credited to MSTC’s designated bank account, the transaction fee shall be auto authorized and the vendor shall be receiving a system generated mail.</p> <p><u>Transaction fee is non-refundable.</u></p> <p>A vendor will not have the access to online e-tender without making the payment towards transaction fee.</p> <p>NOTE : The bidders should submit the transaction fee well in advance before the last date of submission of tender as they will be activated for bid submission only after receipt of transaction fee by MSTC.</p> <p>Contact Details: Fax No. : 033- 22831002</p> <p>Email ids: rpradhan@mstcindia.co.in</p> <p>Bidders may please note that the transaction fee should be deposited by debiting the account of the bidder only; transaction fee deposited from or by debiting any other party’s account will not be accepted. Transaction fee is non-refundable.</p> <p>In case of failure to make payment towards Transaction fee for any reason, the vendor, in term, will not have the access to online e-tender.</p>
5	<p>Vendors are instructed to use <i>Upload Documents</i> link in My menu to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 4 MB.</p> <p>Once documents are uploaded in the library, vendors need to attach documents through <i>Attach Document</i> link against the particular tender. For further assistance please follow instructions of vendor guide.</p>
6	<p>All notices and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by Spices Board as well as by MSTC (e-procurement service provider). Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the stage of registration of vendor with MSTC (i.e.</p>

	Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).
7	<p>(t) Please note that there is no provision to take out the list of parties downloading the tender document from the web site mentioned in NIT. As such, bidders are requested to see the web site once again before the due date of tender opening to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. The responsibility of downloading the related corrigenda, if any, will be that of the downloading parties.</p> <p>(u) No separate intimation in respect of corrigendum to this NIT (if any) will be sent to tenderer (s) who have downloaded the documents from web site. Please see website http://www.mstcecommerce.com/eprochome/spiceb of MSTC Ltd.</p>
8	E-tender cannot be accessed after the due date and time mentioned in NIT.
9	<p>Bidding in e-tender & Reverse auction:</p> <p>a) Bidder(s) need to submit necessary EMD, Tender fees (If ANY) and Transaction fees to be eligible to bid online in the e-tender. Tender fees and Transaction fees are non refundable. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by Spices Board. EMD should be sent in physical to Spices Board Kochi before the last date of submission of bid.</p> <p>b) The process involves Electronic Bidding for submission of techno-commercial Bid as well as Price Bid.</p> <p>c) The bidder(s) who have submitted the above fees can only submit their techno-commercial Bids and Price Bid through internet in MSTC website www.mstcecommerce.com → e-procurement → PSU/Govt Depts → Spices board Login → My menu → Auction Floor Manager → live event → Selection of the live event →</p> <p>d) The bidder should allow to run an application namely enApple by accepting the risk and clicking on run. This exercise has to be done twice immediately after clicking on the Techno-Commercial bid. If this application is not run then the bidder will not be able to save/submit his bid.</p> <p>e) After filling the Techno-Commercial Bid, bidder should click “save” for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to filled up and then bidder should click on “save” to record their price bid. Then once both the Techno-Commercial bid & price bid has been saved, the bidder can click on the “Submit” button to register their bid</p> <p>f) In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.</p> <p>g) During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.</p> <p>h) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.</p> <p>i) All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for</p>

	<p>execution of supply. Such successful tenderer shall be called hereafter SUPPLIER.</p> <p>j) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.</p> <p>k) 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.</p> <p>l) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.</p> <p>m) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.</p>
10	Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.
11	No deviation to the technical and commercial terms & conditions are allowed.
12	After submitting online bid, the bidder cannot access the tender, once it has been submitted with digital signature
13	Spices Board, Kochi has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.
14	The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website http://www.mstcecommerce.com/eprochome/spiceb of MSTC Ltd.
15	The bidders must upload and attach all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.
16	The bid will be evaluated based on the filled-in technical & commercial formats.
17	The documents uploaded and attached by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, EMD of defaulting bidder(s) will be forfeited. Punitive action including suspension and banning of business can also be taken against defaulting bidders.
18	Vendors can refer to the pdf document in the below link for MSTC's e-Procurement Portal Guidelines http://www.mstcecommerce.com/eprochome/UserManualVendor.pdf

Annexure III

CHECKLIST FOR THE BIDDER

No.	Particulars	Document attached?	Ref No. /Page No.
1.	Signed copy of all the pages of the tender notice published in Spices Board website / MSTC website	<input type="checkbox"/>	
2.	Tender fee paid online at MSTC website Details: Amount Rs. _____ Date _____	<input type="checkbox"/>	
3.	EMD Details: DD No. _____ Amount _____ Date _____ Scanned copy of the document Earnest Money Deposit/its exemption certificate	<input type="checkbox"/>	
4.	Scanned copy of Firms registration, Pan Card, GSTIN No., Tender Acceptance Letter	<input type="checkbox"/>	
5.	Authorization Certificate issued by Principal Manufacturer duly verified by the Indian Agent or Manufacturing Certificates	<input type="checkbox"/>	
6.	Scanned copy of Income Tax Statement for the last three years	<input type="checkbox"/>	
7.	Scanned copy of all authentic documents regarding firms's turnover of Rs.1.00 Crore per year during last three years	<input type="checkbox"/>	
8.	Scanned copy of Make and Model of all systems, sub systems and additional items should be mentioned in the technical bid and complete technical details should be provided in the form of Brochures and write-ups	<input type="checkbox"/>	
9.	Proof of Experience: Experience of having supplied Instruments for Microbiological Testing for which the bidder is quoting in this tender, during the last Three years	<input type="checkbox"/>	
10.	Undertaking: A statement signed by the authorized signatory of the bidder, stating that (a) supply of the items can be undertaken at all the locations of the Board's laboratories mentioned in Annexure 2 of the tender document, and (b) the bidder agrees to all the terms and conditions of this Notice Inviting Tender (NIT) should be	<input type="checkbox"/>	

	included in the PDF file		
11.	Annexures of Technical Bid:		
a.	Annexure 1: compliance with technical specifications	<input type="checkbox"/>	
12	Other documents as per the requirements of the tender	<input type="checkbox"/>	

Financial bid is to be submitted online in MSTC e-commerce website.