



National Anti Doping Agency

(An Autonomous Body Under Ministry of Youth Affairs & Sports, Government of India)

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F.No. 02/10/2019- NADA

Date: 26/07/2019

TENDER DOCUMENT FOR SUPPLY OF 'URINE DOPE KITS & BLOOD DOPE KITS'

Last Date of Receipt of Tender 09/08/2019 at 1500 hrs

Date & Time of Opening of Tender 12/08/2019 at 1600 hrs

CHAPTER-1

- 1.1 National Anti Doping Agency (NADA), invites sealed tender on or before **09/08/2019** by **1500 hrs**, from WADA authorized original manufacturers or their authorized agencies for supply of the **URINE DOPE KITS & BLOOD DOPE KITS** to NATIONAL ANTI DOPING AGENCY, Hall No. 103 & 104, First Floor, JLN Stadium, New Delhi-110003, in India as per details attached at **Annexure – I**.
- 1.2 The Word “Tenderer” as used in the Tender Document shall mean the one who has signed the tender form.
- 1.3 It is clarified that the individual signing the tender or other document in connection with the tender must certify whether he/she signs as:-
 - a) A “Sole Proprietor” of the firm or constituted attorney of such sole proprietor.
 - b) In case of a partnership firm either all the partners should sign the tender document or the signing partner/partners must be authorized by other partners for signing the tender document.
 - c) In case of Private Limited or Limited Company, the person signing the document should be duly authorized by way of Resolution of the Company to sign the tender document.
- 1.4 The Tender Document duly completed in all respects should be submitted in one big sealed envelop containing envelopes A & B addressed to **Director General, National Anti Doping Agency, Hall No. 103 & 104, First Floor, JLN Stadium, New Delhi-110003, India**, as under:

ENVELOPE –‘A’

Shall contain Demand Draft/Pay Order of Earnest Money of **Rs. 1,00,000/-**. The EMD should be deposited in the form of Pay Order/Demand Draft in Indian Rupees or in equivalent US\$ issued in favour of DIRECTOR GENERAL, NATIONAL ANTI DOPING AGENCY, NEW DELHI (**Annexure - I**). The EMD of the successful bidder shall be retained as Performance Security. In case, the bid of a tenderer is not accepted, its EMD shall be refunded latest on or before the 30th day after award of the contract.



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ENVELOPE-‘B’

Shall contain the Financial/Commercial rates indicating item-wise price for the items mentioned in **Chapter-3** as per the specification mentioned in **Chapter-4** of the tender document. The tender document should be duly signed by the tenderer or his authorized signatory in each page and other information in the format given in CHAPTER – 5.

The sealed envelope will be opened on the time and date as given in the tender document.

- 1.5 The Word “Tender for Supply of **“URINE DOPE KITS & BLOOD DOPE KITS”** “be subscribed on the top left corner of envelop bearing name and address of the tenderer.
- 1.6 The tenderers from abroad are required to send their Tender by Courier/Registered Air Mail Post instead of sending by Air Parcel to avoid delay in clearance and receipt of tenders by the NADA. While forwarding the Tender Documents by Air Mail Post, the Tenderer should clearly indicate on the packet that it contains only Tender Documents. NADA will not be responsible for any delay caused by the dispatch of tenders by Air Parcel through the Airlines as clearance of such packet from the customs causes delay.
- 1.7 The language used in the tender will be English and in case supporting documents are in other Language, their attested English version be attached with the tender.
- 1.8 Tender should be submitted along with catalogue, operational manual and other literature of the equipment(s) offered, all in English.
- 1.9 Rates should be quoted in US\$ or country of origin, in case the tender document is being submitted directly by the firm. In case, the tender document is being submitted by the authorized agent of the firm in India, the rates are quoted in Indian rupees by the Indian agent.
- 1.10 The tender should be submitted by **1500 hrs** on **09/08/2019** which will be opened in the office of Director General, National Anti Doping Agency, ‘Hall No. 103-104, First Floor, JLN Stadium, New Delhi-110003, India, on **12/08/2019 at 1600 hrs**.
- 1.11 The validity of the rates offered in Tender should be valid for 3 months from the date of submission of the Tenders i.e., the Financial/Commercial Bid.
- 1.12 The successful tenderer shall undertake to supply items within one (1) month from receipt of supply order.
- 1.13 Warranty period for replacement of defective **Urine Dope Kits & Blood Dope Kits** if any must be clearly spelt out.



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- 1.14 Each page of the tender should be signed by the tenderer or his duly authorized signatory and the name and designation should be mentioned in block letters. Individual signing the tender must indicate whether he/she is the sole proprietor/partner of the firm/constituted attorney of the firm. A person signing the tender on behalf of another shall deem to be warrantee that he/she has authority to bind other person for present and future.
- 1.15 It must be noted that this is just an enquiry and does not amount to any commitment on the part of National Anti Doping Agency to order any or all products offered. The decision of National Anti Doping Agency in this regard would be final and be entirely, at its discretion.
- 1.16 Late/Vague/Conditional/Incomplete not confirming to the laid procedure bids, or having any cutting/overwriting or discrepancy between words and figures in any respect, will be rejected. Mere acceptance of tender shall not amount to binding contract and it is only upon placement of firm purchase order that a binding contract shall come into existence.
- 1.17 National Anti Doping Agency reserves the right to reject any or all tenders without assigning any reason.
- 1.18 In case of difference arising in the terms and conditions of this tender document or/of the firm the former will prevail or as may be decided by NADA.
- 1.19 NADA, taking into account past performance of a party, reserves the right to reject any tender.
- 1.20 NADA, if it deems fit, reserves the right to invite the lowest bidders for negotiations.
- 1.21 The Director General, NADA is the accepting authority of the tender. In the matter of award of contract or otherwise his decision will be final.
- 1.22 Material indented for, shall be supplied in full quantity within stipulated time as per specification given in **Chapter -4**. In case of delayed, non-supply, short supply/poor quality or any other complaints, the penalty of 0.5% per week of the estimated value of the goods would be imposed subject to a maximum of 10% of the estimated value of the goods.
- 1.23 In case of litigation, the courts at New Delhi only will have jurisdiction for deciding case according to Indian law in force.
- 1.24 The tenderer should also submit signed undertaking that they have read the complete tender documents, understood it and will abide by its terms and conditions.
- 1.25 The tender documents are not transferable under any circumstances.



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- 1.26 The issue of tender documents shall not constitute that the tenderers are automatically qualified.
- 1.27 Offers sent by Fax will not be accepted.
- 1.28 Tender with any condition including that of conditional/un-conditional rebates will be summarily rejected. Only an unambiguous price should be quoted.
- 1.29 The parties shall make endeavors to settle by mutual conciliation any claim, dispute or controversy (“Dispute”) arising out of or in relation to the contract including any dispute with respect to the existence or validity of contract the interpretation of contract, the activities to be performed their under or any breach thereof. Any dispute which cannot be resolved through, such conciliation within 30 days or such extended period as the parties may agree, shall be finally settled in accordance with the provision of the Arbitration and Conciliation Act, 1996.
- 1.30 The offered Dope Kit should be as per specification given in Chapter-4.

CHAPTER – 2

CONDITIONS OF CONTRACT

- 2.1 Rates should be quoted for Cost, Insurance and Freight (CIF) and Freight On Board (FOB) destination (New Delhi) by Air by shortest routes.
- 2.2 Rates should be valid for 3 months from the date of submission of bids to place the order for full quantity or part thereof or additional quantity of the order quotes as considered necessary. No escalation in price on any account will be payable.
- 2.3 Minimum warranty period guarantying replacement against poor quality/workmanship should be clearly spelt out.
- 2.4 Supply period to be one (1) month from the receipt of supply order to the firm.
- 2.5 Upon receipt of goods, payment will be made 100 % by the consignee subject to inspection of goods in NADA Office on presentation of bills.
- 2.6 Country of Origin of Dope Kit is mentioned, if shipment is made from some other country.
- 2.7 Items supplied are subject to inspection and acceptance and the supplier should collect rejected items at his cost. Damaged/defective item, if any found on receipt at our store shall be replaced at tenderer cost. Similarly short supply will be made up by tenderer at tenderer cost.
- 2.8 Relevant literature on the Dope Kit, if any, particularly for their maintenance and storage should be sent along with quotation.



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- 2.9 Complete banker's details along with account number for the purpose of opening LC be indicated in the Performa Invoice/Financial Bid.
- 2.10 HAWB (House Air Way Bill) not accepted.
- 2.11 Part shipment/Trans shipment will not be allowed.
- 2.12 No correspondence/discussion/visits whatsoever will be entertained on the subject unless specifically called by this office after opening the tenders for technical discussions/price negotiations. Any violation of this will render the quotations invalid and the firm is liable to be black-listed.
- 2.13 The bid shall contain no erasures or overwriting.
- 2.14 Stevedoring charges, if any will be borne by the supplier.
- 2.15 The following documents are to be required to be submitted along with Technical Bid mentioned at Annexure – II:-
- i) Registration No. of the Firm should be mentioned (enclose photocopy)
 - ii) Total turnover during the last three proceeding financial years duly certified by C.A and Annual Turn Over for last proceeding three years (enclose photocopy of Balance Sheet for the last 3 financial year)
 - iii) Mention PAN No. and enclose photocopy of I.T. assessment order for last 3 years, if any.
 - iv) Certificate of Registration of Service Tax.
- 2.16 Liquidated damage charges for delay in supply/non-supply @ 0.5% per week of the value of supply order. In the event of delay in delivery of the Dope Kit, in case the NADA has to incur any additional expenditure in Indian Currency towards remittance of the invoice amount (in US\$) then the additional Rupee expenditure will be deducted from the Security money.
- 2.17 Exchange Rate Variation
Exchange rate will be applicable as per Govt. of India Import/Export Policy 2015-2020 as amended from time to time.
- 2.18 Basic cost of the Dope Kits should be quoted in US\$ (US Dollar) or and in the currency of tenderer's country.
- 2.19 Access to the book of accounts
In case it is found to the satisfaction of the buyer that the seller has paid commission or influenced any person to obtain the contract, the seller on specific request of the buyer, shall provide necessary information/inspection of the relevant financial documents/ information.



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BIDDING DOCUMENT FOR SUPPLY OF “URINE DOPE KITS & BLOOD DOPE KITS”

SCHEDULE OF REQUIREMENTS

CHAPTER – 3

1. Urine & Blood dope kits for testing:

Sl. No	Description of Item	Proposed Quantity
1	Urine Dope Kits including the Urine Collection vessel (UCV)	2500 nos
3	Extra UCV	500 nos
4	Partial kit	500 nos
5	Blood Dope Kit for HGH	400 nos
6	SST II Vacutainer (5ml)*	400 nos
7	Blood Dope Kits for ABP Samples	200
8	EDTA vacutainer (3ml) for ABP *Sample	200

***Sets consist of two vacutainers, needle and needle holder.**

The price of the urine & dope kits is to be quoted along with the provision to emboss logo as ‘NADA India’ on the both the kits (Urine & Blood).



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BIDDING DOCUMENT FOR SUPPLY OF 'URINE DOPE KITS & BLOOD DOPE KITS

CHAPTER – 4

SPECIFICATIONS AND ALLIED TECHNICAL DETAILS

Sl. No	Description of Item
1.	Each Urine sampling kits should contain the following: <ol style="list-style-type: none">1) Two glasses should have minimum capacity of 90 ml. in each container. One container should have a fill mark for 60 ml. and other for 30 ml. Volume of the sample should be visible clearly.2) Both glass should have identical laser engrave Numbers (embossed)3) Should have a unique number in each kit which includes the containers, cap, pack/box and tamper proof with security caps (once closed, reopening only by destroying the cap).4) Each glass container should have seal proof cap.5) Should have a urine collection vessel in sealed pack.6) Should have sealing bags/Styrofoam box to pack the sample containers.
3.	Each Blood Sampling Kit should contain the following: <ol style="list-style-type: none">1) Equipment is clean & sterilized2) having a unique numbering system incorporated into all tubes or other item used to seal the sample3) Have a sealing system that is temper evident.4) Ensure the identity of the Athlete is not evident from the equipment itself.5) Ensure that all equipment is clean and sealed prior to use by Athlete.6) EDTA (3 ml)/SST II (5ml) vacutainers individually packed alongwith 22/24 G needle and needle holder i.e. one pack/set consists of two vacutainers (EDTA/SST II), one needle alongwith needle holder.7) Blood Collection Vessel – Clear Packed in Sealed Bag.

- Kits should be marked with “NADA India”



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ANNEXURE - I

CHAPTER - 5

TENDER OF TECHNICAL BID FOR SUPPLY OF "URINE DOPE KITS AND BLOOD DOPE KITS" TO NATIONAL ANTI DOPING AGENCY (NADA), 'HALL NO 103-104, JLN STADIUM, NEW DELHI-110003

PARTICULARS OF EMD

1. NAME OF AGENCY/TENDERER :
2. LAST DATE & TIME FOR RECEIPT OF TENDERS :
3. TIME & DATE OF OPENING OF TENDER :
4. PLACE OF OPENING OF BID :
5. DETAILS OF EMD:
 - a) AMOUNT :
 - b) NAME OF BANK :
 - c) PAY ORDER/BANK DRAFT NO. & DATE :

**(SIGNATURE OF BIDDER OR HIS AUTHORIZED
SIGNATORY AGENCY ALONG WITH SEAL)**



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ANNEXURE - II

TENDER OF TECHNICAL BID FOR SUPPLY OF "BLOOD AND URINE DOPE KITS" TO NATIONAL ANTI DOPING AGENCY (NADA), 'HALL No. 103-104 JLN STADIUM, NEW DELHI-110003

- BID DOCUMENT NO.** :
1. NAME OF TENDERER :
 2. ADDRESS OF TENDERER :
 3. NAME OF THE EQUIPMENT/PRODUCT(S) OFFERED :
 4. NAME OF THE MANUFACTURER OF THE PRODUCT(S) OFFERED :
 5. ADDRESS OF THE MANUFACTURER/ DEVELOPER OF THE PRODUCT(S) OFFERED :
 6. PLACE OF MANUFACTURE :
 7. NAME OF INDIAN AGENT/DISTRIBUTOR (if any):
 8. SPECIFICATIONS/TECHNICAL DETAILS OF EACH ITEM INCLUDING CATALOGUE/LITERATURE etc :
 9. NAME & ADDRESS OF THE PERSON TO WHOM ALL REFERENCES SHALL BE MADE REGARDING THIS TENDER :
 10. DETAILS OF PRE QUALIFICATION TO BE SUBMITTED :
 - (i) Details of Permanent Account Number (PAN No.
 - (ii) Audited Balance Sheet of last three financial Year and liquidity certificates from banks having the Account
- No. of the manufacturer/distributor/Indian Agent



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- (iii) Regn. No. of the Firm should be mentioned.
- (iv) Total Turn Over during last 3 proceeding years
duly certified by CA.
- (v) Certificate Registration of Service Tax

10. ANY OTHER DETAILS: _____ :

(SIGNATURE OF BIDDER OR HIS AUTHORIZED SIGNATORY ALONG WITH SEAL)

Telex : _____
Telephone : _____
Fax No : _____
E.Mail : _____
Website : _____



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ANNEXURE - III

BIDDING DOCUMENT FOR SUPPLY OF URINE DOPE KITS AND BLOOD DOPE KITS'

PRICE SCHEDULE/FINANCIAL BID

(To be utilized by the bidders for quoting their prices)

- 5.1 The bidders should also quote the Guarantee/Warrantee, if any, at least for a period of three months.
- 5.2 No bidder will be permitted to alter or modify their bids once submitted.
- 5.3 The Financial Bids should be valid for 3 months from date of submission of the Financial Bids.
- 5.4 The rates/cost should be quoted inclusive of all types of taxes.

BID PARTICULARS FOR TENDER NO. :

1. NAME OF BIDDER :
2. ADDRESS OP BIDDER :
3. NAME OF THE MANUFACTURER/DEVELOPER OF THE PRODUCT(S) OFFERED :
4. ADDRESS OF THE MANUFACTURER/DEVELOPER OF THE PRODUCT(S) OFFERED :
5. PLACE OF MANUFACTURER/DEVELOPER OF THE PRODUCT(S) OFFERED :
6. PERIOD OF WARRANTY/GUARANTEEE :
7. NAME & ADDRESS OF INDIAN FIRM AUTHORIZED FOR REPAIR/MAINTENANCE OF EQUIPMENT :



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8. PRICE QUOTED FOR

Sl. No	Description of Item	Quantity	Basic Cost in the currency of country of origin for a single items
1	Urine Dope Kit including UCV	2500 nos	
3	Extra UCV	500 nos	
4	Partial kit	500 nos	
5	Blood Dope Kit for HGH	400 nos	
6	SST II Vacutainer (5ml)*	400 nos	
7	Blood Dope Kits for ABP Samples	200	
8	EDTA vacutainer (3ml) for ABP *Sample	200	

(CIF/FOB destination New Delhi)

9. DELIVERY PERIOD OF THE ISSUE OF ACCEPTANCE LETTER :

(Signature of Bidder or his authorized signatory with seal)

Telex : _____

Telephone : _____

Fax No : _____

E.Mail : _____

Website : _____