CHECK LIST OF BID

(To be submitted in a sealed bid envelop)

The documents have to be arranged as per the order mentioned in checklist for ease of scrutiny.

S. No.	Particulars	Whether Included (Yes/No)	Page No.
1.	Check List		
2.	Acceptance of terms and conditions of tender **Appendix II**		
3.	Scanned Copy/Screen Shot of receipt of tender processing fee amounting to Rs6,490/-		
4.	The scanned copy/screen shot of payment of EMD amounting to Rs6.40 lakh deposited online.		
5.	RFP document duly signed and stamped on each page.		
6.	Particulars of bidder **Annexure 1**		
7.	Certificate of incorporation of bidder in India.		
8.	Attested photocopy of License for manufacturing blood products approved by the Licensing authority.		
9.	Past experience in executing work orders during the **last two years** for exchange of Tested surplus FreshFrozen Plasma (FFP) collected from different Govt. Blood Component Separation Units (BCSUs) in India **Annexure-VIII**		
10.	A duly **notarized declaration** from the bidder, that the firm has neither been declared as defaulter or black-listed by any competent authority of Government of India OR Government of any State as per**Annexure-II**		
11.	Authority of authorized signatory to tender documents as per **Annexure-III**		
12.	Bidder turnover certificate:- Minimum average annual turnover (Rupees 10 crores) in last three preceding financial year's (FY 2021-22, FY 2022-23, FY 2023-24). **For financial year 2023-24 turnover statement duly attested by CA is also accepted. Annexure-IV**		
13.	Copy of the certificate of registration of GST (or any applicable taxes) with the appropriate authority valid as on date of submission of tender documents		
14.	License to manufacture and store blood products for sale & distribution. (Self-attested copies of valid Drug License in **Form 28 E** and subsequent up to date renewal in **Form 26-I** with list of blood products permitted therein to be furnished. The license copy to be certified by the concerned license approving Authority along with the product approval list.		
15.	Details of Plasma Fraction Unit in India. **(Self-attested copy of documentary evidence to be furnished).**		
16.	NOC from Drug Controller General India for collection /procurement of excess/ surplus FFP from licensed Blood Banks**. (Self-attested copy of NOC issued in favor of the agency by Drugs Controller General of India to be furnished).**		
17.	No Conviction Certificate from concerned State Licensing Authority from where license has been issued. **(Self-attested copy of such No Conviction Certificate to be furnished).**		
18.	**Details** of blood products to be manufactured from the surplus FFP**.**		
19.	**Undertaking** for utilization of surplus FFP to manufacture related blood products to fulfill the needs of Indian market first and none of the products recovered from the Indian Plasma should be exportedbefore fulfilling domestic demand**.**		

S. No.	Particulars	Whether Included (Yes/No)	Page No.
20.	The organization /firm will have to submit an **undertaking** to make the payments to selective vendors against the procurement of essential blood centre equipment and consumables as per Schedule 'F' of the Drugs and Cosmetics Act, 1940**.**		
21.	Letter Of Exclusivity as per **Annexure-IX**.		
22.	The Bidder should not have been blacklisted by Central / State Government/CGHS at any time. The bidder has to submit undertakings in the form of **affidavit** as per **Annexure -II**.		
23.	Copy of PAN card & TAN Number		
24.	Plasma Fractionation Unit in India (Self attested copy of documentary evidence to be furnished) As per Clause 13) of 5.4		
25.	Any other document		

CHECK LIST OF BID

(To be submitted in a sealed bid envelop)

The documents have to be arranged as per the order mentioned in checklist for ease of scrutiny.

S. No.	Particulars	Whether Included (Yes/No)	Page No.
1.	Check List		
2.	EMD as DD/PO/Bank Guarantee (Rs7,00,000/-)		
3.	**Format-1** (Tender Bid Form)		
4.	**Format-2** (Bidder Profile)		
5.	**Format-3** (Annual Turnover Statement by Chartered Accountant) Clause-4 (Min. Turnover Rs. Two Crores for **last three financial years** 2020-21, 2021-22 & 2022-23 in each financial year)		
6.	**Format-4** (Performance Statement-Details of experience in execution of work orders for exchange of surplus Plasma). Copies of same may be attached.		
7.	**Authorization letter** from the Principal firm/Directors etc. to sign the documents on behalf of the firm/company.		
8.	Valid drug license (Form 28E)/Renewal in Form 26 from the concerned Drugs Controller General India to be furnished. 4.3.2		
9.	NOC from Drugs Controller General India for collection/Procurement of Plasma from licensed blood banks		
10.	No conviction certificate from concerned state licensing authority		
11.	Copy of certificate of Incorporation		
12.	Copy of GST registration certificate		
13.	Copy of PAN (**Income Tax**)		
14.	Plasma Fractionation Unit in India (Self attested copy of documentary evidence to be furnished) (Valid License from relevant authority) 2 (b), Clause 22		
15.	**Format-5**: Affidavit that the agency has not been blacklisted by the Government of India, State Government or any other Government owned agency including quasi-Government sector organization or company for corrupt, fraudulent practices or reasons related to non-performance in an engagement on the date of opening of RFP. **(Self-attested copy of Affidavit duly attested by Notary Public to be furnished)**		
16.	**Format-6** Undertaking for utilization of surplus Plasma to manufacture related blood products to fulfil the needs of Indian market first and none of the products recovered from the Indian Plasma should be exported before fulfilling domestic demand (An Undertaking to be furnished)		
17.	**Format-7 EMD/PBG**		
18.	**Format-8** Letter of Exclusivity		
19.	**Past Experience in executing work**		