

## 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.	Cost of Bid Document as DD/PO (Rs500/-)		
3.	EMD as DD/PO/Bank Guarantee (Rs7,00,000/-)		
4.	Format-1 (Tender Bid Form)		
5.	Format-2 (Bidder Profile)		
6.	Format-3 (Annual Turnover Statement by Chartered Accountant) Clause-4 (Min. Turnover Rs. Two Crores in each financial year)		
7.	Copies of Annual audited statements/Annual Report 2017-18, 2018-19 & 2019-20 (Provisional statement of shall not be considered)		
8.	Format-4 (Performance Statement-Details of experience in execution of work orders for exchange of surplus Plasma). Copies of same may be attached.		
9.	Authorization letter from the Principal firm/Directors to sign the documents on behalf of the firm/company.		
10.	Valid drug license (Form 28E)/Renewal in Form 26 from the concerned drug licensing authority to be furnished.		
11.	NOC from drugs controller General, India for collection/Procurement of Plasma from licensed blood banks		
12.	No conviction certificate from concerned state licensing authority		
13.	Copy of certificate of Incorporation		
14.	Copy of GST registration certificate		
15.	Copy of PAN (Income Tax)		
16.	Plasma Fractionation Unit in India (Self attested copy of documentary evidence to be furnished) (Valid License from relevant authority) 2 (b), Clause 22		
17.	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. <b>(Self-attested copy of Affidavit duly attested by Notary Public to be furnished)</b>		
18.	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)		

