

**Tender for CPE Programs for the Pharmacists of
Himachal Pradesh
for
Himachal Pradesh State Pharmacy Council (HPSPC)**

Tender for CPE Programs for the Pharmacists of Himachal Pradesh

Himachal Pradesh State Pharmacy Council (HPSPC) wishes to invite bids for the CPE Programs for the Pharmacists of Himachal Pradesh. It is required to submit a detailed proposal for the above assignment, as per the requirements mentioned in this document.

Name of services	Specifications/ scope of work	EMD
CPE Programs for the Pharmacists of Himachal Pradesh	As per the tender document	Rs. 50,000/-

1. General Information about Tender and Bid Submission

1.1 Important dates: The bidder shall carefully submit the bids within the timelines only. Any deviation in the timeline shall not be accepted in any case. The council reserves the right to change the schedule as per the circumstances.

Particular	Details
Date and time of downloading of bid document	05-07-2024 (1.00 PM) to 22-07-2024 (11.00 AM)
Last date of submission of Bid along with Tender fee and EMD in form of Demand Draft	22-07-2024 (11.00 AM)
Date and time of opening of Prequalification/Technical Bid	23-07-2024 (1.00 PM)
Date and time of opening of Price Bid in the office of Himachal Pradesh State Pharmacy Council (HPSPC).	To be informed separately

1.2 Important Notes

- This tender document contains the specification for the CPE Programs for the Pharmacists of Himachal Pradesh Furnishing of earnest money as per this specification is essential otherwise the tender will not be accepted.
- Deposition of tender cost is essential for participation in the tender.
- The tender specification detailed terms and conditions and technical details can be downloaded from our website www.hpspc.org.
- The validity of the proposals will be up to 120 days from the date of opening of the bid days from the date of opening of the price bid whichever is later.

1.3 Bid Submission: The bidder shall submit two separate bids i.e. Technical Bid and Financial Bid sealed in a single envelope. The technical bid shall contain all documents except the financial price asked in

annexure-VII. Financial Bid shall be submitted in a separate quote as per the format provided in annexure-VII.

Any Bid received in a single envelope shall be rejected.

1.4 Address for communication and Bid submission :

Address: Swasthya Bhawan Chotta Shimla to Kusumpti Road Opp.
ICICI Bank Kasumpti SDA Commercial Complex, Shimla,
Himachal Pradesh 171009

2. ELIGIBILITY CRITERIA

2.1 Mandatory Qualification Criteria: A bidder participating in the procurement process shall possess the following minimum pre-qualification/ eligibility criteria:

S. No.	Basic Requirement	Specific Requirements	Documents Required
1.	Legal Entity	The bidder should be a company registered under the Indian Companies Act 1956 OR A partnership firm registered under the Indian Partnership Act, 1932. OR A Limited Liability Partnership registered under Indian Limited Liability Partnership Act, 2008 OR A Proprietorship firm registered under the Shops & Commercial Establishments Act, 1958 or a similar Act of any other State/ Union, as applicable	Copy of Certificates of incorporation/ Certificate of Registration
2.	Financial: Net Worth	The net worth of the bidder as per the last published balance sheet on 31-03-2024 should be Positive.	CA Certificate with CA's Registration Number/ Seal
3.	Tax registration and clearance	The bidder should have a registered number of 1. GST where his business is located 2. PAN Number	<ul style="list-style-type: none"> • Copies of PAN • GST registration Certificate/ Number

<p>4.</p>	<p>Mandatory Undertaking</p>	<p>Bidder should: -</p> <ul style="list-style-type: none"> a) not be insolvent, in receivership, bankrupt, or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended, and must not be the subject of legal proceedings for any of the foregoing reasons; b) not have, and their directors and officers not have, been convicted of any criminal offense related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified according to debarment proceedings; c) not have a conflict of interest in the procurement in question as specified in the bidding document. d) Comply with the code of integrity as specified in the bidding document. 	<p>A Self Certified letter as per Annexure-Self-Declaration</p>
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2.2 Eligibility Criteria for Technical Bid: A bidder participating in the procurement process shall possess the following eligibility criteria. Based on the Eligibility criteria, the bidder will be scored and can be evaluated for eligibility.

S. No.	Basic Requirement	Specific Requirements	Documents Required
1.	Financial: Turnover from	Annual Turnover of the bidder the last three financial years i.e. from 2021-22 to 2023-24 (as per the last published audited balance sheets) should be at least Rs. 20 lakh	CA Certificate with CA's Registration Number/ Seal
2.	IT Related Work Experience	The bidder must have relevant experience in Mobile Application/Web application development of any Central Government Department/ State Government Department/ PSU/ Govt. Undertakings in India during the last five years.	Work Order(s) + Work Completion Certificate(s) from the client
3.	Similar Work Experience	Bidder must have Similar experience in handling at Experience in working with councils any Central Government Department/ State Government Department/ PSU/ Govt. Undertakings in India.	Work Order(s) + Work Completion Certificate(s) from the client
4.	Certification	ISO 9001:2015, ISO/IEC 27001:2013	Copy of valid quality/security certificates valid during bid validity period.

2.3 DOCUMENT REQUIREMENTS

1. Attach a copy of the tender notice.
2. Attach an undertaking on letterhead regarding a Non-Blacklisted company.
3. Attach Technical Bid Performa.
4. Attach a signed copy of the terms and conditions
5. Work orders of online web application development work in any Government Board/ Council/University.
6. CA Audited Balance Sheet of last three financial years.
7. ISO 9001:2015 and ISO 27001:2013 Quality Assurance certificates
8. Turn over Certificate mentioning turnover of firm/company over last 3 financial years issued by registered Chartered Accountant.
9. Details of registration as Company with its Registered Address.
10. Copy of Certificate of Registration for GST/PAN card.

11. Attach a signed copy of the Acceptance of Tender/ Conditions Forms Any other document mentioned in the checklist at the end of this document shall be attached to the technical bid.
12. The details of the Service Charges must be submitted in the Financial Bid only. It is worth mentioning here that the rates once quoted/ finalized will remain the same/ unchanged for a period of the contract.
13. Earnest Money Deposit (EMD) of Rs. 50,000/- only). The Earnest Money Deposit must be submitted in the shape of a Bank Demand Draft Only of any nationalized/ renowned bank and issued in the favour of “ Himachal Pradesh State Pharmacy Council (HPSPC), payable at “Shimla” and must be submitted by the last date fixed for the submission of the tenders. The bidder who will not submit the demand draft up to the last date and time fixed for the submission of tender will be considered invalid and his/ her bid will be rejected without any prior notice. The demand draft must reach the office of the Himachal Pradesh State Pharmacy Council (HPSPC) on which the name and address of the bidder must be written on the backside. The Parties registered with the Ministry of Micro, Small, and Medium Enterprises (MSME) are exempted from the payment of Earnest Money Deposit only. However, the said firms/ bidders must have to provide a copy of the said certificate to Himachal Pradesh State Pharmacy Council (HPSPC).

3. SCOPE OF WORK

The scope of work for the Selected Bidder during the period of contract/ engagement shall include:

The system should be designed to conduct the categories-wise CPE Programs for the Pharmacists of Himachal Pradesh.

3.1 User Types and Functionalities

3.1.1 Organizer Login

- **Registration and Login:** Organizers can register and create a Login ID on the web-based application.
- **Program Management:** Create, delete, and edit CPE programs as per the categories, including setting criteria such as CPE credit points and payment fees.
- **Notifications:** Send invitations and reminders to pharmacists via SMS and email.
- **Attendee Management:** Review the list of attendees.
- **Application Forms:** Provide both online and physical form application facilities.
- **Observer and Speaker Management:** Create, delete, and edit login IDs for observers and speakers.
- **Program List:** Access a comprehensive list of CPE programs, including details like CPE credit points and venues.

3.1.2 Observer Login

- **Registration and Login:** Observers can create a login in the mobile application.
- **CPE Area Selection:** Select the CPE area they will observe.
- **Attendance Modes:** Mark attendance using two modes—auto logs or manual entry.
- **Location Verification:** Verify the attendance location of participants.
- **Notifications:** Send notifications to pharmacists regarding attendance.
- **Audio and Video Control:** Observers shall have the ability to disable the audio and video of any participant.

3.1.3 Speaker Login

- **Participant View:** View the list of participants.
- **A/V Control:** Disable the audio or video of participants during the session.
- **Resource Sharing:** Share resources during and after the session in PDF or PPT format.
- **Program Outline:** Share the outline of the CPE program before the session.
- **Additional Documents:** Share additional documents, resources, and files with attendees.

3.1.4 Pharmacist Login

- **Application and Payment:** Apply for programs through their existing profile and make payments via a payment gateway.
- **Program List Access:** View and apply for programs according to their categories.
- **Certification:** Receive certificates upon successful completion of the CPE program.
- **Payment Gateway:** A payment gateway will be set up for candidates to pay the fees for their applied programs.

3.1.5 Admin Login

- **Registration and Login:** Admins can register and log in to the web-based application.
- **Program Review:** Receive and review the CPE program list from organizers, including all details like the venue of the program, for which category it is for, CPE credit points etc.
- **Approval System:** Approve or reject CPE programs.
- **Observer Assignment:** Assign observers to different CPE programs.
- **Brochure Access:** View brochures of the CPE programs.

3.2 The following features should be incorporated into Online CPE Program Session System

- **Disable A/V of Participants:** The system allows disabling the audio and video of pharmacists if necessary.

- **Screen Share (PPT):** The speaker shall have a provision to share their screen during the online session.
- **Category-wise CPE Programs:** Conduct CPE programs based on categories such as B.Pharm, M.Pharm, and D.Pharm.
- **Automatic Updates:** Real-time SMS updates and automatic generation of e-certificates for expert speakers and participants.
- **Resource Sharing:** The speaker shall have the facility to share documents related to the session with pharmacists.
- **Auto Subtitles:** Provision for pharmacists to enable subtitles in their preferred language (Hindi or English).
- **Secure & Safe Application:** Only registered pharmacists shall access the session, preventing unauthorized access.
- **Live Streaming:** Sessions should be streamed live, providing real-time educational content.
- **System Attendance with Existing Software:** Automatic attendance marking when pharmacists join the session.
- **A/V Recording:** The entire session shall have the provision to be recorded in both audio and video formats.
- **Interaction & Q/A:** Pharmacists can interact with the speaker, ask questions, and participate in discussions via audio and video during Q&A sessions.
- **Commenting:** Pharmacists can comment via chat during the session.
- **Logs & Attendance:** Maintain a log of the session duration attended by pharmacists.
- All the server, hardware, and manpower shall be the responsibility of the vendor
- Suitable honorarium to be provided to speakers by vendor.
- One experienced host/anchor to be provided by the vendor for hosting the CPE event.
- The CPE event will be Organised in a batch of 100-500 pharmacists at a time. But a capacity of 1000 users shall be provided by the vendor.
- System Integration
- Attendance calculation logs up to the accuracy of seconds.
- Live recording of the CPE program
- Penalty clause

3.3 Role & Responsibilities of the Vendor

1. Resource Provision

- **Server and Hardware:** The vendor shall provide and maintain all necessary servers and hardware to ensure the smooth functioning of the CPE event.

- **Manpower:** Adequate and skilled manpower must be provided by the vendor to manage and operate the event infrastructure efficiently.

2. Speaker Honorarium

- The vendor is responsible for providing a suitable honorarium to all speakers participating in the event.

3. Event Hosting

- **Experienced Host/Anchor:** The vendor must provide at least one experienced host or anchor to facilitate and manage the CPE event, ensuring a professional and engaging experience for all participants.

4. Event Capacity and Organization

- **Batch Organization:** The CPE event will be organized in batches, accommodating between 100 to 500 pharmacists per session.
- **Capacity Provision:** Despite the batch size, the vendor must ensure the capability to support up to 1000 users simultaneously, to handle any overflow or additional participants.

5. System Integration

- The system shall be seamlessly integrated with the existing system to ensure comprehensive and efficient operations.

6. Attendance Calculation

- The vendor shall implement a system to calculate and log attendance with high precision, down to the accuracy of seconds.

7. Live Recording:

- The vendor must ensure that the entire CPE program is recorded live, providing a complete and accurate record of the event.

3.4 Penalty Clause

- **Performance Penalties:** To ensure accountability and adherence to agreed standards, a penalty clause will be enforced on any unsuccessful or failed events, even if due to any intervention or interruption at the time of the Online CPE Program. A charge of Rs. 50,000 will be applicable per event.

By adhering to these responsibilities, the vendor will ensure the successful and efficient delivery of the CPE event, meeting the expectations and requirements of the organizers and participants alike.

4. EVALUATION OF BIDS

4.1 Scoring Criteria: The technical bid of the bidder shall be evaluated for the Eligibility and prequalification criteria. Only eligible bidders shall be given a score based on the following parameters based on the documents attached in the technical bid only.

Parameter Name	Max Marks	Maximum Points
Last three-year annual average turnover	More than 2.50 Cr = 10 points More than 1 Cr up to 2.50 Cr =7 points More than 20 lakh up to 1 Cr = 5 points	10
IT-related work orders of govt sector with completion certificates	15 or more than projects = 10 points 11 - 15 projects =5 points 7 - 10 projects =3 points 3 - 6 projects =0 points 0-2 = Ineligible	10
PRESENTATION: Prior work-related knowledge/experience, approach, methodology, Action Plan(to be assessed by evaluation committee)	25 points	25
Empanelment certificate with any Govt department of Himachal Pradesh State.	15 Points	15
Experience in working with councils Mobile Application/Web Application Development	10 Points	10
TOTAL POINTS		70

Detailed technical evaluation including demonstration of the prototype (if required) shall be carried out along with other conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid will be the one that confirms all the eligibility terms and conditions of the tender without any material deviation.

This Bid is based on Quality & Cost Based Selection (QCBS). The technical qualification parameters are as follows.

The committee may call the responsive bidder(s) who comply with all terms and conditions of the tender for discussion and presentation to facilitate and assess their understanding of the scope of work and its execution. The bidder should give a detailed presentation on how their prototype is best suited for the work. If the committee is not satisfied with the understanding of the bidder or prototype then the committee may reject the bid based on quality.

4.2 FINANCIAL BID EVALUATION

The Financial Bid of those Bidders who are technically eligible will be opened. The Financial bids of ineligible bidders will not be opened. The Financial Bids shall be opened in the presence of representatives of technically eligible Bidders, who may like to be present. The financial bid shall have a weightage of 30 Marks out of 100 marks.

4.3 COMPARISON OF BIDS

Only eligible bids will be determined and out of eligible bids 70%, weight-age will be awarded for Technical Evaluation and 30% weight-age will be awarded for Financial Evaluation. Technical Bid will be assigned a Technical Score out of a maximum of 70 points, through evaluation of the Technical Bid. The total score shall be calculated based on Technical & Financial Bid according to 70:30 weightage. The highest scorer bidder shall be selected provided fulfill rest terms & conditions of this tender.

4.4 FORMULA FOR CALCULATION OF FINANCIAL BID WEIGHTAGE

The lowest price (L1) amongst all the bidders will be awarded full marks i.e. 30 marks. Evaluation/Scoring of other bidder's Price (P) with respect to L1 price will be calculated as per the following formula:

$$\text{Financial Score} = \frac{\text{Lowest Price (L1)} \times 30}{\text{Bidder's Price (P)}}$$

Format -

Bidder Name	Total tech score	Finacial Score	Net Score	Status

5. Terms and Conditions

1. The PROFESSIONAL AGENCIES may quote their rates in the prescribed format enclosed with the said tender.
2. The bidders are required to quote their charges in a manner so that the same may meet all the expenses as mentioned in the above-said clauses.
3. The tender has to be submitted in sealed envelopes only.
4. Tenders without earnest money or short of it or not in the form specified above will not be entertained and shall be rejected straightway.
5. No bidder shall be exempted from furnishing Earnest Money Deposit (EMD) under any circumstances. However, the MSME Empaneled parties will be exempted from the payment of Earnest Money only. However, they have to deposit the Online Tender Document fee with the tender. A self-attested copy of the MSME Empanelment will be enclosed with the tender document.
6. Earnest Money/ Security Deposit and/or any other sum of the bidder(s) lying with Himachal Pradesh State Pharmacy Council (HPSPC), in connection with any other tender/case shall not be considered against this tender.
7. That the contractors/ bidders must have a minimum annual turnover of Rs. 20. Lac during the last financial year.
8. That the contractor/bidder must have experience in providing the IT services in the same department for not less than 3 years.
9. The bids received after the specified date and time for receipt of bids will not be considered under any circumstance. Himachal Pradesh State Pharmacy Council (HPSPC), shall not be responsible for any type of delay in submission of the tenders/ Demand Drafts of EMD, etc.
10. The rates once quoted for the Service Charges will remain valid/unchanged for a period of the contract and for the further period for which the agreement will be extended.
11. Each page of the tender document should be signed in full by the bidder(s) and should bear the rubber stamp/seal of the firm affixed/ scanned, if applicable, on each page. Any cutting(s)/overwriting(s) etc. Should also be initialed. In case of any infringement of these conditions, the tender is liable to be rejected.
12. In the event of the date of receipt or opening of the tender being declared a holiday
13. For the Himachal Pradesh State Pharmacy Council (HPSPC), the last date of receipt/opening of the tender shall be the next working day at the same time and venue. The Price Bid shall be opened only in respect of those individuals/ firms, who technically qualify.
14. Any conditional, telegraphic tenders, fax tenders, tenders without earnest money, and not in the prescribed form, or any deviation from the terms and conditions of the tender notice shall not be entertained and will be rejected outrightly.

15. The bidder(s) shall be at liberty to be present, in person or through their authorized representative(s) at the time of opening of the tender as specified in the Tender Notice. In case the authorized representatives are to be present, they must furnish the authority letter from the bidder, on whose behalf they are representing otherwise they will not be allowed to participate in the process of opening of tender.
16. In case of violation of any of the terms and conditions as mentioned above, Earnest Money/ Security Deposit of the successful bidder(s) shall be forfeited and the tender shall be canceled.
17. Any attempt, direct or indirect, to cast influence, negotiate on the part of the bidder with the official/authority to whom he will submit the tender or the tender accepting official/ authority before the finalization of tenders will render the tender liable for rejection.
18. Himachal Pradesh State Pharmacy Council (HPSPC), reserves all the rights to accept or reject any tender without assigning any reason and also to impose/relax any term and condition of the tender.
19. CRITERIA OF EVALUATION OF PRICE BID
Quality & Cost Based Selection (QCBS) criteria will be used for evaluation.
20. EMD DEPOSIT:
 - i) The EMD deposited by the successful bidder will be converted against the security that will be refunded to the service provider after the successful completion of the work.
 - ii) The Earnest Money Deposit will be refunded to the unsuccessful bidders within three months of the date of the purchase order, without any type of interest.
21. Service Agreement:- The successful bidder will have to sign a service agreement with the Himachal Pradesh State Pharmacy Council (HPSPC), All the conditions mentioned in the format of the Service Agreement will also be treated as a part of this Tender.
22. Penalty Clause:- If any complaint regarding lack of services is received by Himachal Pradesh State Pharmacy Council (HPSPC), then the contractor will be charged a financial penalty of Rs. 1000/- per delay of work. If the contractor does not respond to the complaints/malfunctioning report in written communication/email for more than 1 working day then the contractor will be charged a financial penalty of Rs. 1000/- per complaint per day.
In case of frequent complaints, the financial penalty that will be decided by Himachal Pradesh State Pharmacy Council (HPSPC), will be imposed and the contract of the firm will be terminated based on poor performance. In case of any leakage of data, a financial penalty that will be decided by Himachal Pradesh State Pharmacy Council (HPSPC), will be imposed upon the service provider and the contract may be terminated with immediate effect.
23. Arbitration
 - i) In the event of any dispute or differences arising between the parties concerning the terms and conditions of the agreement/contract and/or concerning the breach or interpretation thereof including all rights and liabilities thereunder on any matter whatsoever touching upon the terms and conditions of the agreement/contract. Whether in course of or after its termination the parties will settle the same at the first instance by mutual discussions/conciliation which would be conducted by the Himachal Pradesh State Pharmacy Council (HPSPC),.
 - ii) In the event the said mutual discussions/conciliation fails, the aggrieved party shall initiate arbitration proceedings for the resolution of differences/disputes, etc. As mentioned above appointing a sole arbitrator. Who shall be the Himachal Pradesh State Pharmacy Council (HPSPC), or any authority that

will be deputed by Himachal Pradesh State Pharmacy Council (HPSPC), in which event the said proceeding shall be conducted under the provisions of the Arbitration and Conciliation Act enforce.

iii) The venue of such arbitration proceeding shall be at Shimla and the court in Shimla alone will have jurisdiction in respect of all proceedings connected therewith.

24. Jurisdiction – All disputes are subject to the jurisdiction of courts at Shimla only.

25. Himachal Pradesh State Pharmacy Council (HPSPC), reserves the right, not an obligation, to carry out the capability assessment of the Bidder(s) and pre-dispatch inspections at the cost of the Bidder. These rights include seeking technical demonstrations, presentations, and live site visits. Failing in capability assessment shall result in disqualification of bidder.

26. Himachal Pradesh State Pharmacy Council (HPSPC), reserves the right to accept or reject any bid partially or fully or annul the process and reject all bids at any time before the award of the contract without assigning any reason in the best interest of Himachal Pradesh State Pharmacy Council (HPSPC), Thereby incurring no liability to the affected Bidder(s) Himachal Pradesh State Pharmacy Council (HPSPC), is under no obligation to inform the affected Bidder(s) of the ground for its action.

27. Himachal Pradesh State Pharmacy Council (HPSPC), reserves the right to recall the tender or any part thereof without assigning any reason whatsoever, at the sole discretion of the Himachal Pradesh State Pharmacy Council (HPSPC),.

28. Himachal Pradesh State Pharmacy Council (HPSPC), shall call for a demonstration of the dummy project before assigning the order to a technically and financially qualified bidder.

29. Any decision by Himachal Pradesh State Pharmacy Council (HPSPC), in this regard, shall be final, conclusive, and binding on the Bidder.

Reasons for Bid Rejection

The bid(s) will be rejected in case of any one or more of the following conditions:

1. Bids received from Bidders who do not qualify the pre-qualification criteria mentioned in this document.
2. Bids not made in compliance with the procedure mentioned in this document or not substantively responsive.
3. Failure on part of the Bidder to provide appropriate information as required in the tender or any additional information as requested by Himachal Pradesh State Pharmacy Council (HPSPC), including any supporting document.
4. Incomplete or conditional tender or tender that does not fulfill all or any of the conditions as specified in this document.
5. Misrepresentations in the tender proposal or any supporting documentation

6. Tender proposal received after the last date and time specified in this document.
7. Tender found in unsealed cover, unsigned bids, bids signed by an unauthorized person, and unsigned corrections in the tender.
8. Tender containing erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be authenticated by the person(s) signing the tender.
9. Information submitted in the technical proposal is found to be misrepresented, incorrect or false, accidentally, unwillingly, or otherwise, at any time during the processing of the contract (no matter at what stage) or the tenure of the contract including the extension period if any.
10. The prospective Bidder must comply with the general qualifications mentioned in this tender document. In case the Bidder does not fulfill the eligibility criteria, their bids will be rejected and shall not be considered for further evaluation.
11. The Bidder(s) who are shortlisted may be asked, if necessary, to make a presentation/demonstration on their product/solution at Himachal Pradesh State Pharmacy Council (HPSPC), at their own cost. Himachal Pradesh State Pharmacy Council (HPSPC), will finalize appropriate and suitable technologies based on the proposed product/solution. Himachal Pradesh State Pharmacy Council (HPSPC), in its best interest, reserves the right to reject/modify the proposed product/solution.

ANNEXURE – I

TECHNICAL BID

SN	Particulars	Details
1	Name of the bidder	
2	Principal place of business	
3	Address with Telephone numbers, Fax numbers, etc	
4	Date of incorporation and/or commencement of business	
5	Name of Partners / Directors	
6	Registration Number	
7	PAN Number	
8	GST Registration Number	
9	Brief description of the Service Provider's line of business	
10	Name, designation, postal address, e-mail address, phone numbers, etc., of Authorized Signatory of the bidder with power of attorney.	
11	Details of individuals who will serve as the point of contact/communication with the department / Client in case of the award of the contract	

ANNEXURE – II

{to be filled by the bidder}
Details about the Bank Account of the firm

Name of the firm: M/s _____

Sr. No.	Particulars	Details
1.	Account no.	
2.	Name of the Bank	
3.	Branch Name	
4.	IFSC code of bank	
5.	Name & Designation of Authorized Signatory	

Dated: - _____

Signature:- _____

Place: - _____

Name:- _____

Address:- _____

(With seal)

ANNEXURE – III

TENDER ACCEPTANCE LETTER

{to be filled by the bidder}

Date: _____

To

The Registrar,
Himachal Pradesh State Pharmacy Council (HPSPC),
Shimla

Subject: Acceptance of Terms & Conditions of Tender.

Dear Sir,

1. I/ We have downloaded the tender document(s) for the above-mentioned 'Tender/Work' from the designated website.
2. I / We hereby certify that I/we have read the entire terms and conditions of the tender documents. (Including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your organization too has also been taken into consideration while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirely.
5. In case any provisions of this tender are found violated, your organization shall be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely and we shall not have any claim/right against the organization in satisfaction of this condition.

Yours Faithfully,

Signatures: - _____

Name: - _____

Address: - _____

Contact No: - _____

ANNEXURE – IV

BIDDER'S AUTHORIZATION CERTIFICATE

{to be filled by the bidder}

To

The Registrar,
Himachal Pradesh State Pharmacy Council (HPSPC)
Shimla

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with NIB reference No. _____ dated. He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -

Verified

Signature: Authorised Signatory: -

Seal of the

Organization: -

Date: _____ Place: _____

ANNEXURE – V

SELF-DECLARATION

{to be filled by the bidder}

To

The Registrar,
Himachal Pradesh State Pharmacy Council (HPSPC)
Shimla

In response to the NIB Ref. No. _____ dated _____ for {Project Title}, as an Owner/ Partner/ Director/ Auth. Sign. of _____, I/ We hereby declare that presently our Company/ firm _____, at the time of bidding: -

- a) possess the necessary professional, technical, financial, and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
- b) have fulfilled my/ our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
- c) is having an unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period by any State/ Central Government/ PSU/ UT.
- d) does not have any previous transgressions with any entity in India or any other country during the last three years
- e) does not have any debarment by any other procuring entity
- f) is not insolvent in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended, and is not the subject of legal proceedings for any of the foregoing reasons;
- g) does not have, and our directors and officers not have been convicted of any criminal offense related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified under debarment proceedings;
- h) does not have a conflict of interest as mentioned in the bidding document which materially affects the fair competition.
- i) will comply with the code of integrity as specified in the bidding document.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by GoR, my/ our security may be forfeited in full and our bid, to the extent accepted, may be canceled.

Thanking you,

Name of the Bidder: -

Authorised Signatory: - Seal
of the Organization: -Date:

Place: _____

ANNEXURE – VI

CERTIFICATE OF CONFORMITY/ NO DEVIATION

{to be filled by the bidder}

To

The Registrar,
Himachal Pradesh State Pharmacy Council (HPSPC),
Shimla

CERTIFICATE

This is to certify that, the specifications of Services / Items which I/ We have mentioned in the Technical bid of NIB Ref. No. _____ dated, and which I/ We shall supply if I/ We am/ are awarded the work, are in conformity with the minimum specifications of the bidding document and there are no deviations of any kind from the requirement specifications.

Also, I/ we have thoroughly read the bidding document and by signing this certificate, we hereby submit our token of unconditional acceptance to all the terms & conditions of the bidding document without any deviations.

I/ We also certify that the price I/ we have quoted is inclusive of all the cost factors involved in the end-to-end implementation and execution of the project, to meet the desired Standards set out in the Bidding Document.

Thanking you,

Name of the Bidder:

- Authorised

Signatory: - Seal of

the Organization: -

Date: _____ Place: _____

ANNEXURE- VII

Format OF Financial Bid

{to be filled by the bidder}

To

The Registrar,
Himachal Pradesh State Pharmacy Council (HPSPC),
Shimla

NOTE: - Rates must be exclusive of all taxes as applicable

Sr.no	Description	Price
1	CPE Programs for the Pharmacists of Himachal Pradesh	

Name of the Bidder: -

Authorised Signatory: -

Seal of the

Organization: -Date: _____ Place: _____