

NATIONAL INSTITUTE OF AYURVEDA (NIA)

Deemed to be University (De-novo)

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Tender Name. : Rate Contract for Supply of Compostable Carry Bags With Colour printing/ 2026-27

Tender Document for Supply of Compostable Carry Bags with Colour Printing to National Institute of Ayurveda (NIA), Jaipur on rate contract basis.

Rate Contract for Supply of Printed Compostable Carry Bags to NIA
Jaipur
Tender Enquiry

Chapter-I

The Vice Chancellor, NIA, Jaipur invites tender under two Bid System viz. Technical Bid and Financial Bid from reputed, experienced original manufacturer/authorized distributor of the following items. (It should have local content as per Govt. guidelines including goods already imported by the supplier under its own arrangements).

2. Description of the item(s) is given below:

Item No.	Name	Item Description	Tentative Cost including GST
1.	Compostable Carry Bags With Colour Printing	As per list attached at Annexure-1	Rupees 10,40,250/-

For further details, please refer **Annexure-1 (Schedule of requirement)**.

3. SCHEDULE OF TENDER

S. No.	Activity Description	Schedule	
a.	Tender No.	CS-6/17/2026-CS/ Rate Contract for Supply of Colour Printed Compostable Carry Bags/2026-27	
b.	Availability of Tender Document	The Tender Document can be downloaded from the NIA website http://www.nia.nic.in and from the procurement portal- http://eprocure.gov.in/eprocure/app	
		Schedule	Time
c.	Document download start date	10.08.2026	16:00 hrs
d.	Bid submission start date	10.08.2026	09:00 hrs
e.	Pre- bid meeting	17.08.2026	15:00 hrs
f.	Bid submission end date	31.08.2026	15:00 hrs
g.	Bid opening date	01.09.2026	15:00 hrs
h.	Minimum Validity of tender offer	180 days from the date of opening of technical bid	
i.	Service/Product to be offered	Compostable Carry Bags with both side Colour Printing	
j.	Performance Security	5% of the bid amount after award of the contract	
k.	Period of Contract	1 year	
l.	EMD Amount	2% of the bid amount	

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4. **Submission of Tenders:**

- (i) Bids shall be submitted online at CPPP website: <https://eprocure.gov.in/eprocure/app>.
- (ii) The complete bidding process is online. Bidders should be in possession of valid digital Signature Certificate (DSC) of class II or III for online submission of Bids, Prior to bidding DSC need to be registered on the website mentioned above.
- (iii) Tenderer/Contractor/Bidders are advised to follow the instructions provided in the instructions to the contractors/Tenderer/Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>
- (iv) Bid documents may be scanned with 100 dpi in black and white option which helps in reducing size of the scanned document.

5. **Clarification on bid documents:** Clarification on bid document may be sought by the bidders as per prescribed schedule over email address nia.centralstore7@gmail.com

6. **Amendments:** Any amendments/corrigendum related to bid document, for any reason whether in its own initiative or in response to clarification requested by, bidders will be published on website of Institute and on CPPP only. Bidders should check these amendments regularly. NIA, Jaipur shall not be responsible to notify such amendments/corrigendum to individual bidders.

7. National Institute of Ayurveda (NIA), Jaipur reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all Bids without assigning any reason. The decision of the Vice Chancellor, NIA in this regard shall be final and binding on all.

Sd/-
J P Sharma
Joint Director (Admn.)

Rate Contract for Supply of Printed Compostable Carry Bags to NIA

Chapter- II

Instructions for Bidders

1. The tender has been invited under a two-bid system. Therefore, all instructions specified in the bid document shall be followed strictly.
 2. The bidder shall be the manufacturer, original importer, or authorized distributor of the offered items.
 3. Technical and financial bids shall be submitted separately.
 4. All annexures, declarations, and tender documents shall be duly signed by the bidder. If the documents are signed by an authorized representative, an authorization letter issued after the date of publication of the tender must be enclosed. Any tender submitted without signatures, without the details of the signatory, or without the required authorization letter shall be liable for rejection.
 5. The pages of tender document to be submitted by bidder should be properly numbered and an index with proper page number should be attached with the tender document.
 6. Rates quoted in respect of tender should be typed in **BOQ** only and BOQ should be uploaded on the CPP Portal after filling rates.
 7. The bidder shall quote rates in Indian Rupees (INR). Rates quoted in other currency shall be treated as non-responsive and will be rejected.
 8. Only technically qualified bidders will be considered for financial evaluation..
 9. It is responsibility of bidders to ensure timely submission of bids as per given schedule. Bids received after due date will not be considered.
 10. In event of the above-mentioned date being declared as holiday/closed day for the NIA, Jaipur the tender event will be postponed for the next working day.
 11. **Price Preference Policy and Exemption from Submission of Eligibility Documents for Bidders Registered under the Make in India Initiative:-** Bidders registered under the Make in India Initiative and manufacturing their products in accordance with the Government of India's Make in India Policy shall be eligible for price preference as per the applicable Government of India rules and guidelines. To avail of the price preference and exemption from submission of the specified eligibility documents, bidders must submit the relevant certificate along with their Pre-Qualification Bid. If the required certificate is not uploaded along with the bid, the bidder shall be treated as a normal bidder. Submission of the certificate at a later stage shall not be considered.
 12. Bidders are advised to carefully review the Make in India Initiative and the Price Preference Policy before opting to avail the benefits under this initiative.
 13. It should be noted that this tender is subject to the provisions contained in Government of India, Ministry of Commerce & Industry, Department for Promotion of Industry and Internal Trade (Public Procurement Section) Order no.P-45021/2 /2017-PP (BE-II) dated 04.06.2020 and all other relevant orders issued by the Government of India from time-to-time.
- (a) **The 'Class-I local supplier / Class-II local supplier at the time of tender bidding or solicitation shall be required to indicate percentage of local content and provide self-verification that the item offered meets the local content requirement for Class-I local Supplier / Class-II local supplier, as the case may be. They shall also give details of location(s) at which the local value addition is made.**
- (b) False declaration will be in breach of the Code of Integrity under Rule I 75(l)(i)(h) of the GFR-2017 for which a bidder or its successors can be debarred for up to two (02) years as per Rule 151 (iii) of the GFR-2017 along with such other actions as may be permissible under law.

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Chapter-III

General Terms and Conditions

1. Tenders should be quoted only by the OEM/actual manufacturer and/or their authorized distributors or selling agent of a particular firm. Bidder should submit a current authority letter in support of the same from the actual manufacturer concerned in the format given at "**Annexure-III**". The bidder is responsible for the supply of stores. If the Principal Manufacturer withdraws rights of distribution from the bidder during validity period of rate contract, Vice Chancellor, NIA, Jaipur has right to cancel the eligibility of the bidder and accept the candidature of new coming authorized distributor. **Any authorization certificate issued in the past for participating in any specific tender shall not be considered as a valid authorization by OEM.**
2. **If the Bidder is Manufacturer of products, the name of authorized distributors may be provided for placing order to them. However, the original agreement will be signed by bidder taking responsibility of supply of stores through their authorized distributor.**

3. Terms of Delivery:

In the event of conclusion of a contract, purchaser reserves the right to place Purchase Requisitions on "**AS & WHEN REQUIRED BASIS**" for supply within 30 days. The bidder shall deliver all the goods to the NIA, Jaipur on the basis of F.O.R. In case of urgency, the suppliers will be telephonically/Electronically advised to deliver the required Compostable Bags, in which case, delivery should be made immediately, i.e. within 24-48 hours from receipt of such telephonic/Electronic advice from the Central Store of NIA, Jaipur.

3.1 All the goods ordered shall be delivered at NIA, JAIPUR within **30 days** from the date of issue of supply order. All the aspects of safe delivery shall be the exclusive responsibility of the supplier. If the supplier fails to deliver the goods on or before the stipulated date, then a penalty at the rate of 0.5% per week or a part thereof of the total order value shall be levied subject to maximum of 10% of the total order value. If at any time during the currency of the contract, the supplier encounters conditions hindering timely supply of the goods and performance of services, the supplier shall promptly inform the NIA, JAIPUR for extension of the delivery schedule accordingly.

3.2 If the supply is not made within time specified in the Purchase Requisition, then the Purchaser reserves the right to procure the Compostable Bags of similar nature from open market and the expenditure incurred will be recovered from the Supplier/Manufacturer along with administrative cost of 10% of the value of the Purchase Requisition.

- 3.3 Successful Bidders / Suppliers must always keep a reasonable quantity along with analytical test report to ensure to supply urgent requirement of the Institute.
4. Quantity of tender item/s is/are indicative which may increase and decrease during execution as per requirement.

5. Quality of Materials:

As per the Rule of Plastic Waste Management Rules, 2024, the manufacturers or sellers participating in competitive bid should have a valid certificate from the Central Pollution Control Board regarding manufacturing or selling compostable carry bags/products. Every Bio-compostable plastic carry bag manufacturer/seller shall comply following provisions under PWM Rules, 2024-

As per the Rule (Marking or labeling): Plastic Waste Management Rules 2024: manufacturer/supplier shall have the following information printed in English namely; name and certificate number in case of carry bags made from compostable plastic. Each carry bag made from compostable plastics shall be labeled as "Compostable" and shall conform to the Indian Standard: IS/ISO-17088:2021 (as amended from time to time) titled as Specifications for "Compostable Plastics".

6. The firm/tenderer should provide a Test Certificate issued by Central Pollution Control Board or Central Institute of Plastics Engineering and Technology to ascertain the quality of the product.

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7. **Specifications for Compostable Bags:** The Compostable bags should possess the following characteristics-
- Degradable within 60 -180 days in ambient.
 - Convert into manure within 84 days in home-compostable environment.
 - Should be made from food graded material and should have zero plastic content and eco-friendly.
 - Should be made of natural plant starch, and do not produce any toxic material;
 - The manufacturer should comply with the provisions of '4(h)' & '11' of the PW rules, 2018 notified under the environmental (Protection) Act, 1986.
8. **Tender Prices:**
- The Bidder shall quote rates in the BOQ format attached along with Tender Documents. The Bidder shall quote the basic rate and GST rate in different columns. All the editable columns shown in the BOQ should be filled in as required.
- The Rate quoted for a product or services should be as per attached BOQ format. No additional charge/tax etc. will be paid by NIA, if claimed by Supplier at later stage.
 - Rates quoted will remain valid and fixed for entire contract period and/or for extended period. Bidder will not be allowed the change/modify rates during bid validity period.
 - Rate quoted should be unit wise and rate cannot be quoted beyond Maximum Retail Price (MRP).
9. **PERFORMANCE SECURITY DEPOSIT:**
- As a guarantee towards due performance and compliance of the rate contract/purchase order, the successful bidder (contractor) will deposit an amount equal to 5% of approved value and should be kept valid for a period of 60 days beyond completion of all the contractual obligation, security deposit by way of demand draft/ bank Guarantee in favour of **"VICE CHANCELLOR, NATIONAL INSTITUTE OF AYURVEDA" payable at JAIPUR** drawn on any Nationalized Bank/Scheduled Bank and payable at JAIPUR within fifteen days of the issue of the Letter of notification of award along with non-judicial stamp paper of Rs. 500/- (Contract agreement). On receipt of requisite No dues certificate from the concerned department/authorities, it will be released. Security Deposit is liable to be forfeited if the bidder withdraws or impairs or derogates the bid in any respect.
10. **BID EVALUATION CRITERIA:**
- (i) All the bidder shall be primarily evaluated on pre-qualification criterion viz. having submitted all relevant documents, fulfilling statutory obligations/compliance, Experience, Turnover etc.
 - (ii) Bidders fulfilling PQC conditions will be evaluated on technical parameters.
 - (iii) During the Technical Evaluation or later at any stage of the tender, if it is found necessity of any document or certifications by the Technical Committee then the Bidder shall have to submit the same in due course of the time.
 - (iv) Technically qualified bidders will be considered for financial evaluation.
 - (v) Financial Evaluation will be done on the basis of rate. Price quoted shall be considered final including all taxes/charges etc. as indicated in Bid document.
 - (vi) **Bidder must quote for the item mentioned in Annexure-I.**

Chapter-IV

Eligibility Criteria for bidders

1. Original Manufacturer/Importers or their Authorized dealers are eligible to participate in the tender.
2. **Signed** and scanned valid copy of Firm/Company Registration/Incorporation Certificate.
3. Signed and scanned copy of GST Registration of Bidder Company.
4. Signed and scanned copy of PAN Card in the name of firm/company.

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5. Bidder should not be Blacklisted/ Debarred from any Government/PSUs/Autonomous Bodies (whether Central or State)/Municipals/Societies etc. An undertaking to this effect should be submitted.
6. The bidder should have an average annual turnover of at least ₹5,20,125/- for the latest three financial years.
7. **Experience and Past Performance:**
 - (a) The bidder should have experience in supplying similar items to any Central Government/State Government organization, Public Sector Undertaking (PSU), Public Listed Company, or Private Company during the latest last three years. Copies of the relevant supply orders or rate contracts shall be submitted along with the bid for verification of the claim, as detailed below:
 - (b) The bidder should have capable to supply the desired product. All the bidders shall have to submit the proof of either having the authorized distributorship, agency or having the supply contract with the Whole Sellers. Copies of relevant document should be attached.
8. However, bidders registered as MSMEs and Startups in the relevant category shall be exempted from the requirements of Earnest Money Deposit (EMD), minimum turnover, and past performance/experience, as per the applicable Government of India guidelines. Bidders seeking such exemptions shall submit the requisite supporting documents along with their bids. No claim for exemption or relaxation shall be entertained at any stage after the opening of the bid.
9. **Contract Validity and Execution of Order**
 - a. Rate Contract shall be valid for a period of one year from the date of signing of contract between parties.
 - b. Rate Contract further may be extended for a period of two year for one by one year on same Terms and Conditions on mutual agreement of parties.
 - c. Order will be placed by NIA Jaipur.

Rate Contract for Supply of Printed Compostable Carry Bags to NIA

ANNEXURE-I

Compostable Carry Bags required
for
NIA Hospital

Sl. No.	Item Description
1.	Both Side Printed Compostable Carry Bags of 3 Kg Capacity Thickness- 45μ(microns) Print Color- Red

Specifications

- **Size:** 13 × 16 inches.
- **Handle Type:** W-Cut / Vest-style handle.
- **Printing:** This printing will be double-sided (duplex), featuring the official National Institute of Ayurveda, Jaipur (NIA) logo prominently printed in red. The print execution must utilize high-resolution vector graphics to guarantee maximum sharpness, clarity, and detail. Additionally, the complete official institutional text must be included alongside the logo, strictly adhering to the authorized typography and design guidelines of the agency. Perfect alignment and balanced mirroring of both the logo and text on both sides are mandatory prior to final mass production. Furthermore, the printing cylinders must be provided entirely by the bidder; the institution will not bear any separate or additional expenses for cylinders or related setup charges.
- **Color & Opacity:** Solid White (Opaque - Non-transparent).
- **Material & Standard:** 100% Compostable material conforming to ISO 17088/ 17899 :2022 IS/ISO-17088:2021 (as amended) standard for Pharmacy Use.
- **Thickness:** 45 microns (for better durability and tear resistance).
- **Weight Capacity:** Minimum 3 kg safe load-bearing capacity.
Bags must feature a unique, scan able QR code linking to manufacturer details and CPCB certifications,

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1. Bidders shall have to quote the product as per specification sheet attached in Annexure-I.
2. The Documents as per Checklist given below must be submitted along with bid failing which, submitted bids will not be considered for technical evaluation.

Checklist to be submitted by bidder		
S. No	Certificate	Documents No./Description
1	Experience Certificate	
2	Bidder average annual turnover of at least ₹5,20,125/- for past three years	
3	OEM Authorization (if applicable)	
4	ISO 17088/ 17899 :2022 IS/ISO-17088:2021 (as amended)	
5	Undertaking for Non Blacklisting of the firm	
6	Local Content Declaration	
7	Escalation Matrix	
8	EMD, if applicable	
9	Past performance	
10	PAN card	
11	GST Registration Certificate	
12	Firm Registration Certificate	
13	Certificate issued by CPCB or CIPET	
14	Test Reports issued by CPCB or CIPET	