

**Terms and Conditions for Supply of
Drugs & Medical Consumables
For
Puri District**

Chief District Medical & Public Health Officer
(on rate contract basic for one year)

Tel / Fax: 06752-222124/232294

E-Mail-cdspuri@gmail.com

Bid Reference No-4334 CDM & PHO Dated 29.07.2019

**TENDER DOCUMENT FOR SUPPLY
OF
DRUGS & MEDICAL CONSUMABLES**

LAST DATE & TIME FOR SUBMISSION OF TENDER DOCUMENT:- Dt 16.08.2019 upto 5 P.M

PRE-BID CONFERENCE :- Dt. 03.08.2019 at 11 A.M

DATE & TIME FOR OPENING OF TENDER DOCUMENTS :- Dt. 17.08.2019 at 11 A.M

**PLACE OF OPENING OF TENDER
AND**

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH
OFFICER**

ADDRESS FOR COMMUNICATION

AND

HOSPITAL SQUARE, GRAND ROAD PURI

RECEIPT OF BID DOCUMENT

PURI

IMPORTANT INSTRUCTIONS TO BE NOTED CAREFULLY BY THE TENDERERS

1	Purchaser	CDM & PHO,Puri Department of Health & F.W
2	Indenter	CDM&PHO/DMO cum Supdt/M.O I/c of CHC
3	Consignee	CDS,CHC,PHC
4	Delivery Period	Within 30 days from issue of work order
5	Mode of Delivery	Door Delivery
6	Guarantee/Warranty	As per company specification
7	Tender cost fees	Rs.2500/- only per tender.The tender cost will be paid in shape of D.D in favour of CDM & PHO, Puri from any nationalized /scheduled bank payable at puri
8	EMD	RS.50,000/- (Rupees fifty thousand)only per tender.The EMD will be paid in shape of D.D in favour of CDM & PHO, Puri from any nationalized /scheduled bank payable at puri
	Performance Security	The successful bidder is required to submit the performance security @ 10% of the purchase value in shape of Bank Guarantee within 21 days from the date of issue of purchase order.
9	Pre-qualification	<p><u>A. Manufacturing units/importers are eligible to participate in the tender provided they have,</u></p> <ol style="list-style-type: none"> 1.The bidders should be a manufacturer with valid manufacturing license. 2.The bidder must be regd under Odisha State Medical Corporation,BBSR. 3. The bidder should have valid drug license from competent authority. 4. The manufacturer must have a valid GMP/WHO GMP certificate. 5. The manufacturer must be an ISO Certified Organisation. 6. The manufacturer must be valid registered under GST/VAT 7. The manufacturer should have last 3 consecutive years market standing in supplying drugs & M.C to Govt/Corporatre/PSU Hospitals in India duly supported by end user certificate/order copy(I,e 2017-18,2016-17,2015-16. 8. The annual turn over of the bidder must not be less than Rs.3 Crore for last three consecutive years(I,e 2018-19,2017-18,2016-17,. 9. Manufacturing units those who has been blacklisted either by the tender inviting authority or by any state Govt or Central Govt organization is not eligible to participate in the tender for that item during the period of blacklisting. <p><u>B. Aurhorised distributors are eligible to participate in the tender provided they have,</u></p> <ol style="list-style-type: none"> 1. They have to submit manufacturers authorization and power of attorney to transact business on behalf of the manufacturer. 2.The bidder must be regd under Odisha State Medical Corporation,BBSR. 3.The authorized distributor will submit all the documents in support of eligibility of the manufacturer(SI NO-1,2,3,&4) as mentioned above along with the tender. 4. The authorized distributor will submit all the documents of own firm in support of eligibility of the bidder(SI No-5,6,7,8&9) as mentioned above along with the tender.

TERMS AND CONDITIONS FOR SUPPLY OF DRUGS & MEDICAL COSUMABLES

1. Sealed tenders will be received by date, 16.08.2019 upto 5 P.M in the Office of the CDM & PHO,Puri for the purchase of drugs and medical consumables. Any tender received after the due date & time will be rejected/returned to the sender unopened.The tenders will be received through Regd Post/Speed Post/Courier Post only.
2. Pre-bid conference will be held in the office chamber of CDM & PHO,Puri on dated 03.08.2019 at 11 A.M.The prospective bidders may attend and clarify any doubts on the terms and conditions of the bid documents.
3. The bidders are to submit their tenders in separate sealed covered envelopes for technical bid and financial bid by superscribing Cover "A"(Technical Bid) & Cover"B"(Price Bid)and both the covers should be put into a third Cover,which should be superscribed as '**TENDER FOR SUPPLY OF DRUGS &MEDICAL CONSUMABLES FOR PURI DISTRICT**'
4. The sealed tenders"Cover-A"(Tech Bid) submitted by the tenderer will be opened by the CDM & PHO,Puri in the office chamber of the undersigned at 11 A.M on Dated 17.08.2019.The tenderers or their duly authorised representatives are allowed to be present during the opening of the tenders if they so like.
5. Bidders should download the tender papers from the web site available at www.puri.nic.in. and the bidders have to enclose a non-refundable DD of Rs.2500/-in favour of CDM & PHO,Puri with the bid document towards the cost of tender paper.
6. The tender paper should be clearly typed/written in English and rates should be clearly visible.
7. Delivery of drugs and consumables should be FOR destination i,e CDS, Puri.
8. The undersigned/committee is not bound to accept the lowest tender rate considering the technical and quality aspect.
9. The unit of items and name of the manufacturer should be mentioned clearly.
- 10.The approved rate will be valid up to 1 year or inviting of next tender whichever is earlier.
- 11.If any information or documents furnished by the tenders are found to be incorrect or misleading at any stage the tender will be rejected.
12. The tenderer is required to submit the earnest money deposit amounting to Rs.50,000.00 (Fifty thousand) only in shape of bank draft from any nationalized bank in favour of C.D.M & P.H.O, Puri payable at Puri.The E.M.D of the unsuccessful bidder will be returned only after finalization of the tender.The E.M.D of the successful bidder will be returned only after submission of the performance security. The E.M.D will be forfeited if the successful bidder will refuse to supply the indented items.
13. The authority reserves full rights to accept or reject any or all quotations without assigning any reason thereof.

- 14.** The successful bidder is required to submit the performance security @ 10% of the purchase value in shape of Bank Guarantee within 21 days from the date of issue of purchase order.
- 15.** Tenders shall be opened on due date and time as mentioned above in case the scheduled date is declared as Govt. holiday then such date shall automatically shifted to next working day.
- 16.** The price bid of those bidders only who have qualified in the technical bid & have submitted in the prescribed format shall be opened.
- 17.** Preference will be given to the MSE/SSI units of the state of Odisha as per MSME Development Policy -2009 and IPR-2007.
- 18.** In case of any tender amendment and clarification, responsibility thereon lies with the tenderer to collect the same from the Web site before the last date of submission of tender& purchaser shall have no responsibility for any delay/omission on part of the tender.
- 19.** Order will be given at the time of non-supply from OSMCL and as per the requirement as well as availability of funds.
- 20.** All the items should be packed as per the unit pack size as mentioned in the price bid, no loose items shall be accepted.
- 21.** The items supplied should preferably contain preparations either of a single batch or as less number of batches as possible with atleast 5/6th of the shelf life intact or valid on the date of receipt.
- 22.** At the time of supply the supplier must submit a test report of the batches being supplied from approved NABL laboratory that the supplied medicines & consumables are of standard quality basing on which the medicines can be used/distributed.
- 23.** The Dist. Authority will also do random testing of the supplied medicines in NABL approved laboratory for which quality testing, packing, forwarding charges if any will be borne by the supplier.
- 24.** Non conviction certificate issued by the licensing authority of the state that the manufacturer have not been convicted under the provision of D & C Act 1940 by any court of law on the ground of violation of the above act & rules(applicable for both for manufacturer and importer in case the item is coming under drugs)
- 25.** The bidder is required to provide a self declaration in an affidavit (as per annexure -1) that he has not been black listed by any Govt. organisation & he has gone through the tender document carefully and shall accept all terms and conditions of the document.
- 26.** Tender paper will be rejected if any of the above documents not submitted with the tender.

DECLARATION FORM

I / Wehaving My / our
.....office at.....do declare
that I / We have carefully read all the terms & conditions of tender of the _____, Odisha
for the supply of Drugs & Medical Consumables for Puri district. The approved rate will remain valid for
a period of one year from the date of approval. I will abide with all the terms & conditions set forth in
the tender paper Reference no.

I/We do hereby declare that I/We have not been de-recognised / black listed by any State
Govt. / Union Territory / Govt. of India / Govt. Organisation / Govt. Health Institutions for
supply of Not of Standard Quality(NSQ) items / part-supply / non-supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or
Security Deposit and blacklist me/us for a period of 5 years if, any information furnished by us is
subsequently proved to be false at the time of inspection / verification and not complying with the
Tender terms & conditions.

I / We further declare that I / We possess valid manufacturing license / authorised
distributor bearing noValid upto I / We
..... do hereby declare
that I / we will supply the _____ as per the terms, conditions & specifications of
the tender document.

Signature of the bidder :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

ANNEXURE – II

(To be submitted in **Cover A -Technical Bid**)
MANUFACTURER’S AUTHORISATION FORMAT

To

The Chief District Medical & Public Health Officer,
DISTRICT HEAD QUARTER HOSPITAL, -,
Puri , Odisha.

Ref: Tender No. _____ Dated _____ for _____.

Dear Sir,

We, _____ are the manufacturers of _____
_____ (name of item(s) and have the manufacturing factory at _____

1. Messrs _____ (name and address of the agent) is our authorized distributor for sale and service of _____ (name of item(s))
2. We confirm that **no supplier or firm or individual other than Messrs** _____ (name of the above distributor) is authorized to submit a tender and enter into a contract with you for the above goods manufactured by us.
3. We also extend our full warranty as required by the purchaser.
4. We undertake that we have adequate infrastructure and spare part support to carry out the warranty services and do accept to provide uptime guarantee of 95% as per this tender clause.

Yours faithfully,

(Signature with date, name and designation)

For and on behalf of Messrs _____

(Name & address of the manufacturers)

Seal

Note :

1. This letter should be on the **letterhead** of the **manufacturer** and should be signed by a person having the power of attorney to legally bind the manufacturer.
2. Original letter shall be attached to the technical bid.

(To be submitted in **Cover A -Technical Bid**)

ANNEXURE – III

(To be furnished in the **letter head** of the Auditor/ Chartered Account)

ANNUAL TURN OVER STATEMENT

The Annual Turnover for the last three financial years of M/s _____ who is a Manufacturer /Distributor/Importer (*Pl. tick whichever is applicable*) are given below and certified that the statement is true and correct.

Sl.No.	Year	Turnover in (Rs.)
1.	2016 - 2017	-
2.	2017 – 2018	-
3.	2018 –2019	-

Average Annual Turnover (for the above three years) in **(Rs.)** _____

Date:

Place:

Seal

Signature of Auditor/
Chartered Accountant
(Name in Capital)

Membership No.-

Registration No. of Firm

Note:

- To be issued in the **letter head** of the Auditor/Chartered Accountant mentioning the Membership no.
- Separate certificates** should be furnished for **different manufacturer/importer** in case the bidder (authorized distributor) is quoting products of **different manufacturers/importers**. The authorized distributor has also to furnish his turnover statement in the above format.

