

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, CUTTACK

Tender call notice no. *12937*/C.D.M. & P.H.O, Cuttack dated *10/10/2018*

SHORT TENDER CALL NOTICE

Sealed tenders superscribing "**Tender for supply of Medicines & Medical Consumables under Non-Plan budget 2018-19**" are invited from the registered manufacturers/ Authorized Distributers for supply of Medicines & Medical Consumables to the undersigned. The details terms & conditions, product list and specifications are available in the official website of Cuttack district i.e. www.cuttack.nic.in. The tender paper can only be obtained from the Sub Store, City Hospital, Cuttack during the office hours from dt. *15/10/2018* to *12/11/2018* on payment of Rs.2500/- (Rupees Two thousand Five hundred only) Plus GST @ 18% extra, which is not refundable. The bidders are allowed to submit their tender within dt. *13/11/2018* up to 2 PM through Regd. Post/ Courier Service/ Speed Post only in the office of the undersigned and the tender (Technical Bid) will be opened at 3PM on the same day. If the event date being declared as a holiday by the Govt. of Odisha, the due date of submission of bids and opening of bids will be the following working day at the appointed place & time. The authority reserves right to reject any or all the tenders without assigning any reason(s) there off. Any dispute is subject to Cuttack jurisdiction only.



Chief District Medical &
Public Health Officer, Cuttack

**TERMS & CONDITIONS FOR RATE CONTRACT OF MEDICINES & MEDICAL
CONSUMABLES**

CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, CUTTACK

(Health & F.W Department, Govt. of Odisha)

Tel No.0671-2301007/ Fax-0671-2301007

Bid reference No. C.D.M. & P.H.O(12938)2018-2019

**TENDER DOCUMENTS FOR SUPPLY OF MEDICINES AND MEDICAL
CONSUMABLES ON RATE CONTRACT FOR A PERIOD OF ONE YEAR FROM THE
DATE OF APPROVAL OF TENDER.**

DATE OF COMMENCEMENT OF SALE OF THE TENDER DOCUMENTS:- 15-10-18

PRE-BID CONFERENCE:- 30-10-18 (4PM)

LAST DATE & TIME FOR RECEIPT OF TENDER:- 13-11-18 (2PM)

DATE & TIME OF OPENING OF TENDER (COVER-A) 13-11-18 (3PM)

DATE & TIME OF OPENING OF TENDER (COVER-B) will be intimated later

PLACE OF OPENING OF TENDER

AND
ADDRESS FOR COMMUNICATION
AND
RECEIPT OF TENDER DOCUMENTS

Zilla Swasthya Bhawan
O/O Chief District Medical & Public Health Officer, Ctc
At-Old Secretariate Campus, Near Baniyakar Bhawan,
Po-Buxibazar, Cantonment Road, Cuttack -753001

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

SALE OF TENDER / BID DOCUMENT

A complete set of bidding documents may be purchased by prospective bidders on payment of a non-refundable fee as indicated below in the form of a Demand Draft in favour of Chief District Medical & Public Health Officer, Cuttack payable at Cuttack from any Nationalised /Scheduled Bank at Sub-Store, O/o the District Medical Officer (Medical Services) Cum Superintendent, DHH, Cuttack during office hours from 11 A.M. to 4 P.M. on all working days.

The Original money receipt against bidding documents cost should be enclosed along with the Technical Bid. The Bidder should specifically superscribe "**Tender for supply of Medicines & Medical Consumables under Non-Plan budget 2018-19**" on the top left corner of the outer envelope containing Technical Bid and Price Bid separately. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website or the office notice board before last date of purchase of tender documents and the CDM & PHO, Cuttack shall have no responsibility for any delay/omission on part of the bidder.

a) Price of bidding document Rs.2500/-plus GST @18%

(Non refundable)(Not Applicable for SSI UNITS)

The tender paper will be rejected if the bidder changes any clause or Annexure of the bid.

TERMS AND CONDITIONS FOR ACCEPTANCE OF TENDER FOR SUPPLY OF DRUGS AND MEDICAL CONSUMABLES TO C.D.M.&P.H.O, CUTTACK ON RATE CONTRACT BASIS FOR A PERIOD OF ONE YEAR FROM THE DATE OF APPROVAL BY THE COMPETENT AUTHORITY.

- 1.1 Sealed tenders for the purchase of Drugs and Medical Consumables will be received in the office of the C.D.M.& P.H.O, Cuttack, Zilla Swasthya Bhawan, At-Old Secretariate Campus, Near Baniyakar Bhawan, Po-Buxibazar, Cantonment Road, Cuttack -753001 within due date and time for submission of tender document as specified therein i.e. 2.00 PM of 13/11/2018. Any tender received after the due date and time will be rejected and returned unopened to the sender. The Tenders will be received through Regd. Post / Courier Service / Speed Post only.
- 1.2 The sealed tender 'Cover A'(Technical Bid) submitted by the tenderer will be opened by the Purchase Committee at the Officer Chamber of the Chief District Medial & Public Health Officer, Cuttack at 3.00 PM on Dt. 13/11/2018 the tenderers or their duly authorized representative is allowed to be present during the opening of the tenders if they so like.

ELIGIBILITY CRITERIA:-

- 2.1 Tenderers shall be a manufacture having valid up-to-date manufacturing License with drug endorsement copy, Valid ISO Certificate, valid GMP certificate as per revised schedule M of Drugs & Cosmetics Act 1940 or WHO-GMP certificate (applicable for drugs), valid CE certificate of the manufacturer (applicable for medical consumables), PAN card, Last 3 years IT return (2014-15, 2015-16, 2016-17), GST Registration Certificate, valid VAT Clearance Certificate, Valid GST clearance certificate/ GSTR 3B &GSTR-1 on monthly basis for one year.
- 2.2 Authorized distributor can participate in the bidding process. If so, he/she has to submit Authorization letter from Manufacturer(s), Notarized Xerox copy of Valid Drug License, PAN card, Last 3 years IT return (2014-15,2015-16,2016-17), GST Registration Certificate, valid VAT Clearance Certificate, Valid GST clearance certificate/ GSTR 3B &GSTR-1 on monthly basis for one year along with Valid manufacturing License with drug endorsement copy, Valid ISO Certificate, valid GMP or WHO-GMP certificate of the manufacturer(s), valid CE certificate of the manufacturer (applicable for medical consumables).
- 2.3 The Annual Average Turnover of the Manufacturer should be Rs.10 Crores or more during the last three financial years (2014-15,2015-16,2016-17) duly certified by the Chartered Accountant as per the prescribed format (Annexure –VII). If the tenderer is an Authorized distributor, he/she has to submit the Annual Average Turnover statement of Rs.3 Crores or more with annual audited statement / Annual Report of his/her firm in prescribed format along with Annual Average Turnover statement of the Manufacturer of Rs.10 Crores or more. *The approved authorized distributor (tenderer) shall have the direct responsibility for supply of stock and who shall only be entitled to raise the bills against such supply. Payments will be made only in favour of the approved authorized distributor (tenderer).*
- 2.4 Tenderer/manufacturing unit which has been blacklisted for any item either by the Tender inviting authority or by any State Govt. or Central Govt. Organization

cannot participate in the Tender for that item during the period of blacklisting supporting to court affidavit (Annexure- I).

- 2.5 The Tenderer should have typically not less than 5 (five) years of marketing experience in Medicine/ pharmaceuticals products supplying to the Government Organization/ Corporate Hospital/PSU Hospital/UN agencies in India duly supported documentary evidence ((10 (ten) no's of Purchase Order copy for each financial year duly attested by Notary Public) from minimum 5 (five) or more competent Authorities & End User Certificate from same 5 (five) or more competent authorities for last five year i.e. 2013-14, 2014-15, 2015-16, 2016-17, 2017-18) (Annexure- VIII).
- 2.6 **Third party manufacturing units i.e. drugs manufactured by one unit and marketed by another unit / firm will not be allowed to participate in the tender.**
- 2.7 Tenderer /firm/manufacturing unit is not eligible to participate in the present tender who will have history of supply of four(4) or more NSQ drugs/items & four (4) batches of one drugs/item during 2015-16, 2016-17 & 2017-18 (all financial years added together) supporting to court affidavit (Annexure-I).

Note:-

A. "Tenderer" means the Manufacture/Authorized Distributer participating in this tender.

B. Valid up-to-date means the certificate should be valid on the date or beyond the opening of Tender (Cover-A) as per Tender conditions. In case the validity of GMP / manufacturing license has expired within six months on the date of opening of tender and the firm / tenderer has applied for renewal of the same, a letter from the competent authority with treasury challan has to be attached along with the tender submitted mentioning that the renewal is under process consideration as per D & C Act.

Sealed cover containing the tender in the prescribed form should be submitted in two sealed covers, Cover "A"(Technical Bid) & Cover "B"(Price Bid) as indicated below. Both the covers should be put into a third Cover, which should be superscribed as "**Tender for supply of Medicines & Medical Consumables under Non-Plan budget 2018-19**". Reference No C.D.M. & P.H.O (12938) 2018-19.

DOCUMENTS TO BE SUBMITTED IN TECHNICAL BID (COVER- 'A'):

- 3.1 Earnest Money Deposit of Rs. 170000/- (One Lakh Seventy Thousand Rupees) only.
- 3.2 Checklist with detail of the documents enclosed in Cover 'A' with page number. The documents should be serially arranged as per this format and should be securely tied or bound.
- 3.3 Particulars of the tenderer (Company, Firm and Individual) and its authorized representative (Director/Managing Partner/Proprietor) like; name, address, telephone no., mobile no., fax, e-mail, etc. (Annexure-IV)
- 3.4 Address, Telephone No., mobile No., e-mail, Fax of the Branch Office /Contact Person in Odisha. (Annexure-IV)
- 3.5 List of items quoted with strength / specification and packing. (Annexure-III)
- 3.6 Valid up-to-date Manufacturing License with drug endorsement (i.e. the list of approved items issued at the time of grant / renewal of the license and it should be

a single list) of the items quoted / copy of import license if items quoted are imported /copy of BIS certificate wherever applicable. If the validity of license has expired within six months on the date of bid opening, then letter from the competent authority with treasury challan is to be attached along with the tender submitted mentioning that the tenderer has applied for renewal as per D&C Act, 1940.

- 3.6.1 In case of manufacturer, the copy of the valid manufacturing license issued by the drug controlling authority with drug endorsement of each item quoted, has to be submitted along with the tender.
- 3.6.2 In case of importers, copy of the Import license certificate issued by Drugs Controller General of India, New Delhi will have to be submitted by the tenderer. The importer shall also submit the **Authorization certificate from the manufacturer** to deal business in India.
- 3.7 Valid up-to-date Good Manufacturing Practice (GMP) certificate of the manufacturer as per the revised Schedule M of Drugs & Cosmetics Act 1940 / WHO GMP certificate from the licensing authority (In case of Drugs Only). If the validity of license has expired within six months on the date of bid opening, then letter from the competent authority is to be attached along with the tender submitted mentioning that the tenderer has applied for renewal as per D&C Act.
- 3.8 Certificate duly filled by the Auditor / Chartered Accountant that the Annual average turnover of pharmaceutical products of the tendering Manufacturer is Rs. 10 crores or more for preceding 3 (three) financial years i.e. 2014-15, 2015-16 & 2016-17 (Annexure-VII). If the tenderer is an authorized distributor, he/she has to submit the Annual Average Turnover of 3 crores or more in prescribed format with annual audited statement / Annual Report duly filled by the Chartered Accountant of his/her firm along with manufacturer(s) Turnover statement for preceding 3 (three) financial years i.e. 2014-15, 2015-16 & 2016-17. (Annexure-VII).
- 3.9 Tenderer has to submit Market Experience (Performance Statement (Annexure-VIII)) towards supply of the pharmaceutical product to Govt./ Corporate Hospitals/ PSU Hospitals in India during the last Five financial years. Notarized copies of 10 (TEN) Numbers of Purchase Orders for each year in support of the information provided in the performance statement along with End User Certificate for last 5 years from minimum 5 five or more competent authorities.
- 3.10 The Tenderer has to submit Court Affidavit in respect to not been convicted under the provision of D&C Act 1940 by any court of law in contravention to the above Act & Rules & has not been blacklisted for any item either by the tender inviting authority or by any state Govt. or Central Govt. Organization participate in the tender for that items during the period of blacklisting. (Annexure- 1)
- 3.11 The Original Tender Book duly signed and sealed by the bidder in each page with Original Money Receipt.
- 3.12 Valid & up-to-date ISO Certificate of the Manufacturer.
- 3.13 Valid CE certificate of the manufacturer (applicable for medical consumables).
- 3.14.1 Authorization letter from the Manufacturer if the tenderer is an authorized distributor (The purchase order may be placed to the authorized distributor & bills can be raised by the authorized distributor on behalf of the manufacturer if specially authorized by the manufacturer.)

3.14.2 If the tenderer is an authorized distributor, he/she has to submit Valid Drug license, GST Registration Certificate, valid VAT Clearance Certificate, GST Clearance Certificate/ GSTR 3B &GSTR-1 on monthly basis for one year, PAN Card, Last 3 years IT return (2014-15, 2015-16, 2016-17), Annual Average Turnover with annual audited statement / Annual Report duly certified by Chartered Accountant of his/her firm/agency along with all the above documents of the manufacturer.

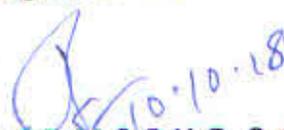
N.B: - All the photo copies are to be attested by Notary Public.

DOCUMENTS TO BE SUBMITTED IN PRICE BID (COVER- 'B'):

- 4.1 The rates offered or quoted by the tenderer for various drugs and medical consumables (item-wise) should be submitted in a separate sealed cover hereafter-called Cover 'B' (Price Bid). The lists of items with specifications for which tenders are invited are in Annexure – II.
- 4.2 The Price Bid (price schedule) in the prescribed form (as per Format) should be submitted inclusive of excise duty, insurance, packing, forwarding and freight (except SSI units registered under OSIC & NSIC (i.e. door delivery) but exclusive of GST. The rate should be quoted for each tablet / capsule / vial / ampoule / bottle / tube etc. i.e. only absolute rate (both in figures and words). But supply will be made in unit pack. The hard copy of price schedule must be signed and sealed in each page by the tenderer.
- 4.3 The Cover 'B' should contain the price schedule duly signed and stamped properly filled in price column both in figures and words. If any discrepancy found between figure and words, the price mentioned in form of word will be considered as final price.
- 4.4 The "Cover 'B'" of only those tenderers who qualify in technical bid evaluation will be opened at the Office chamber of the C.D.M. & P.H.O, Cuttack in the presence of the tenderers or their authorised representatives. The date & time to this effect will be intimated later on.
- 4.5 Any overwriting/ correction which shall be signed by the tenderer.

NON RESPONSIVE/ REJECTION CRITERIA

5. The tender paper will be rejected if any of the following documents are wanting:-
 - i. Earnest money deposit (EMD) of Rs. 170000/-(One Lakh Seventy Thousand Rupees)only (Not applicable for SSI UNITS)
 - ii. Original Money receipt against cost of Bid Documents & Original bid Document signed and sealed by tenderer.
 - iii. Attested photocopies of up-to-date valid manufacturing license with drug endorsement copy.
 - iv. Duly attested valid up-to-date Good Manufacturing Practice (GMP) certificate of the manufacturer as per the revised Schedule M of Drugs & Cosmetics Act 1940 / WHO GMP certificate from the licensing authority (In case the tenderer quotes for Drugs items only).
 - v. Valid and up-to-date ISO Certificate of the Manufacturer.
 - vi. Valid CE certificate of the manufacturer (applicable for medical consumables).
 - vii. Price Bid/quoted rates (hard copy) without signature and seal of the tenderer.(Annexure – II)

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- viii. GST Registration Certificate issued by competent authority of the manufacturer.
- ix. Proof of Annual Average turnover of Rs.10 Crores or more during last three financial years i.e. 2014-15, 2015-16, 2016-17 with respect to pharmaceutical products only in India being certified by Chartered Accountant of the Manufacturer (Notarized copy). (Annexure –VII)
- x. Copy of last 3 years IT return (2014-15, 2015-16, 2016-17) & PAN Card of the manufacturer if the bidder is a manufacturer.
- xi. Valid VAT Clearance Certificate, Valid GST Clearance certificate of the manufacturer/ GSTR 3B & GSTR-1 on monthly basis for one year.
- xii. If the tenderer is an authorized distributor, bidder has to submit Authorization letter from the Manufacturer (Annexure - VI), valid Drug License, PAN Card, IT Return for last 3 financial Year (2014-15, 2015-16, 2016-17), last 3 years Annual Average Turnover of Rs.3 Crores duly certified by a Chartered Accountant with annual audited statement / Annual Report & GST Registration Certificate issued by competent authority, valid VAT Clearance Certificate, Valid GST Clearance Certificate/ GSTR 3B &GSTR-1 on monthly basis for one year of his/her firm along with documents mentioned in Sl. No. "III,IV,V,VI & IX " of the Manufacturer.
- xiii. 10 (ten) no's of Purchase Order copy for each financial year duly attested by Notary Public) from 5 (five) or more competent authorities & End user certificate from same 05 (five) or more competent authorities for last five year i.e. 2013-14, 2014-15, 2015-16, 2016-17, 2017-18 as mentioned in the performance Statement Annexure VIII.
- xiv. Court Affidavit in respect to not been convicted under the provision of D&C Act 1940 by any court of law in contravention to the above Act & Rules & has not been blacklisted for any item either by the tender inviting authority or by any state Govt. or Central Govt. Organization participate in the tender for that items during the period of blacklisting (Annexure-1)

EARNEST MONEY DEPOSITED (BID SECURITY)

- 6.1 The EMD is deposited to safeguard against a bidder withdrawing or altering its bid during the bid validity period. The earnest money deposit Rs. 170000/- (One Lakh Seventy Thousand Rupees) only for tender will be submitted by the tenderer. The earnest money deposit must be paid in the shape of **demand draft** in favour of the Chief District Medical & Public Health Officer, Cuttack from any Nationalized /Schedules Bank payable at Cuttack which will be deposited in the ZSS account of the CDM & PHO, Cuttack. This should be submitted with the tender in Cover "A" **E.M.D in shape of Cheque/Cash/Postal Order/Bank Guaranty will not be accepted.**
- 6.2 The local micro, small & medium enterprises registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC & NSIC shall be exempted from payment of EMD.
- 6.3 The EMD will be forfeited by the CDM & PHO, Cuttack if the tenderer withdraws the tender in any respect within the validity of the bid or does not accept the approved rates by the bidder & Fails to furnish the required performance security within the specified period.

6.4 The E.M.D of the unsuccessful bidders only returned back from the ZSS account of the CDM & PHO, Cuttack without interest latest by 30th days after the award of the contract & the E.M.D will be refunded to the successful bidder on receipt of Performance Security.

PERFORMANCE SECURITY

- 7.1 To ensure due performance of the contract, performance security is to be deposited by the successful bidders awarded the contract.
- 7.2 5% of the Purchase Order value will be deposited by the successful bidder as performance security in shape of account payee Demand draft in favour the Chief District Medical & Public Health Officer, Cuttack payable at Cuttack after within 30 days of issue of the purchase Order & will be deposited in the ZSS Account of the CDM & PHO, Cuttack. **If the tenderer is local Micro & Small Enterprises registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC & NSIC shall be liable to pay 25% of the prescribed Performance security deposit.**
- 7.3 The performance security will be returned without interest after expiry of approved list (Contract period)/extended period if any/ completion of the supply against the respective purchase order or completion of the quality testing or expiry of the last batch of medicine and medical consumables supplied whichever is later.

TENDER CONDITION

- 8.1 The quoted rate shall not vary with the quantum of order placed for destination points.
- 8.2 A copy of the original tender condition and the schedules should be signed by tenderer at the bottom of each page with the office seal duly affixed and returned along with the tender in cover "A".
- 8.3 Tenders should be type-written or Computerized and every correction/over writing in the tender should invariable be attested with signature of the tenderer with date before submission of the tenders to the authorities concerned. No revision of price (upward or downward) will be allowed once the tender is opened (Cover B).
- 8.4 Each tender format (price schedule) must contain the rate of each item which includes Excise Duty, Transportation (i.e door delivery), Insurance and all other charges etc. and excludes GST. The absolute rate should be quoted both in figure and word.
- 8.5 If there is a discrepancy between word and figure, the amount mentioned in word will prevail.
- 8.6 If there is discrepancy in absolute and unit rate (which is obtained by multiplying the absolute rate with the total number in a unit pack) **the absolute price will prevail and the unit price will be corrected accordingly.**
- 8.7 To ensure sustained supply without any interruption the C.D.M. & P.H.O, Cuttack reserves the right to split orders for supplying the requirement among more than one tenderer provided that, the rates and other conditions of supply are equal. In case of non-supply of any item by any approved lowest quoted firm, the C.D.M. & P.H.O, Cuttack can ask for willingness to L2/L3/L4/L5 etc. firm for supply at L1 rate (lowest approved rate) and procure the same item in L1 rate. The unit packing should be uniform as prescribed for each item.
- 8.8 **The rates quoted and accepted will be binding with the tenderer for a period of one year from the date of publication of the approved list (Opening date of Price Bid) and that of publication of the next approved list whichever is**

earlier and on no account any increase in the price will be entertained till the completion of this tender period.

- 8.9 No tenderer shall be allowed at any time on any ground whatsoever to claim revision or modification of the bid document including price quoted by him. Clerical error, typographical error etc. committed by the tenderers in the tender forms will not be considered after opening of the tenders. Conditions such as **"SUBJECT TO AVAILABILITY, SUPPLY WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED"** etc. will not be considered under any circumstance and the tenders of those who have given such condition shall be treated as incomplete and for that reason, shall be summarily rejected.
- 8.10 If at any time during the period of contract, the price of the tendered items is reduced or brought down by any law or act of the Central or State Govt. or by the tenderer himself, the tenderer shall be morally and statutorily bound to inform the C.D.M. & P.H.O, Cuttack immediately about such reduction in the contracted prices. The C.D.M. & P.H.O, Cuttack is empowered to unilaterally effect such reduction as is necessary in rates in case the tenderer fails to notify or fails to agree for such reduction of rates. In case of any enhancement in Tax due to statutory Act of the Govt. after the date of submission of the tenders and during the tender period, the additional Tax so levied will be allowed to be charged extra as separate item without any change in price structure of the drugs approved under the tender. For claiming the additional cost on account of the increase in Tax, the tenderer should produce letter from the concerned Tax authorities indicating his commitment for the supply made to the C.D.M. & P.H.O, Cuttack on account of the increase in Tax.
- 8.11 The Tax will be charged as per the guideline given by the Finance Deptt. from time to time. GST component should be shown separately in the cost price (Price Schedule) **(Annexure-II)**.
- 8.12 If the C.D.M. & P.H.O, Cuttack desires, he can extend the period of validity of approved list by mutual consent with due approval from Purchase Committee with sufficient ground.
- 8.13 In the event of the date being declared as a holiday for Govt. of Odisha, the due date of submission of bids and opening of bids will be the following working day at the appointed place & time.
- 8.14 The C.D.M. & P.H.O, Cuttack reserves the rights to reject the tenders or to accept the tenders for the supplies to all items or any one or more of the items tendered for without assigning any reason.
- 8.15 The C.D.M. & P.H.O, Cuttack will at liberty to terminate without assigning any reason there of the contract either wholly or in part. The tenderer will not be entitled for any compensation what so ever in respect of such termination.
- 8.16 If the L1 firm fails to execute the supply within the stipulated time, the C.D.M. & P.H.O, Cuttack is empowered to purchase from L2,L3,L4,&L5 firm at L1 rate or make emergency purchase from local market as per financial guideline to meet crisis .
- 8.17 The quantity of procurement may increase or decrease depending on the budget provisions, new scheme, natural calamities and epidemics etc.
- 8.18 The tenderer has to accept all the terms and conditions mentioned in the tender documents.
- 8.19 **The tender document is not transferable.**

SUPPLY CONDITIONS

- 9.1 The supplier/firm will supply as per the technical specification and print the generic name in bold letters and brand name if approved by the licensing authority may be printed in small front in strip/ bottle/ injection/ packing/ foil/carton/ packet/ box etc.
- 9.2 The tenderer should deliver the Drugs & Medical Consumables at the consignee (Door Delivery) at Sub-store, DHH, Cuttack. The insurance, storage & transport charges/courier charges if any will be borne by the supplier. The short supply, damage if any at the time of delivery of consignment shall be replaced by the supplier within seven days of the first supply on indented items.
- 9.3 In all the cases the responsibility of the purchaser will start only after delivery and due verification of goods.
- 9.4 The Composition & strength of each item tendered should be as per the specification given in (Technical Specification) item list.
- 9.5 The supply should be started immediately & completed within 60 days from the date of issue of the purchase order. If supply is not completed within 60 days from the date of issue of purchase order, the CDM & PHO, Cuttack may cancel the order or allow extension. The CDM & PHO, Cuttack has also liberty to cancel those orders and purchase the same items from L2, L3, L4 & L5 firms as the case may be if the other firms agree to supply at L1 rate.
- 9.6 Each instalment and batch of supply of drugs must be accompanied with an analytical test certificate that the supplied medicines is of standard quality and as per the standard of IP/BP/USP etc..
- 9.7 The Drugs and Medical Consumables should arrive at the destination (Sub-Store) with remaining shelf-life of at least 5/6th of the stipulated total shelf-life from the date of manufacturing of that product.
- 9.8 The labels in all case of injectable should clearly indicate whether the preparations are meant for INTRA VENOUS, INTRA-MUSCULAR or SUB-CUTANEOUS or INTRADERMAL etc.
- 9.9 The packing cartons must bear the name of the items, strength, total quantity, name of the manufacturer, month of manufacturing and month of expiry.
- 9.10 Each Strip/Box/Carton/Bottle/Amp/Vial/ Packet shall bear name of the manufacturer and month of manufacturing, month of expiry & Batch No/Lot No.

QUALITY TESTING

- 10.1 All the suppliers/ manufacturers must submit Analytical test report from In-house /any approved laboratory of the batches being supplied to the consignee.
- 10.2 The district will also do random testing of the supplied drugs if required for which quality testing, packing and forwarding charges if any will be borne by the supplier.
- 10.3 If the Drugs and Medical Consumables as per report is found not of standard quality in first test, the supplier will be required to replace the entire quality of the batch declared NSQ or the cost of it in shape of bank draft in favour of CDM& PHO, Cuttack to be deposited in ZSS account & take back the available stock (unused) in different health institutions of Cuttack district in his own cost within a period of 30 days of receipt of letter from CDM & PHO, Cuttack.
- 10.4 If the supplier does not take back the NSQ stocks or does not challenge the 1st test report within 30 days of issue of letter by the CDM & PHO, Cuttack, the concerned health institution can destroy the NSQ stocks with intimation to the

CDM& PHO, Cuttack following criteria mentioned in the Notification No.25061/H dt.22.09.2012 of Health & FW Dpett. Govt. of Odisha.

- 10.5 If the items have been tested by the D.I & the CDM&PHO, Cuttack, the NSQ report of either of the authority will be accepted & action will be taken accordingly, if the supplier challenges the test report in the above circumstances then it will go for testing to Central Drugs Testing Laboratory, whose report will be final. The packaging, transportation and testing charges etc. will be borne by the supplier.
- 10.6 The supplier shall be responsible for the full replacement in his own cost for any product, if the same is found on visual inspection to have deteriorated/ not of standard quality before the expiry date.

TERMS OF PAYMENT

- 11 No advance payment towards cost of Drugs & Medical Consumables etc. will be made to the supplier. The supplier has to submit 3 (three) copies of the bills/ invoices with a photocopy of the purchase order at the time & place of supply for stock entry. No claims shall be made against the CDM & PHO, Cuttack in respect of interest on EMD, Performance Security or delayed payment.

PENALTIES

- 12.1 If the tenderer withdraw or alters its bid or unwilling to accept the terms and conditions of the tender after submission of bid & during the bid validity period, the EMD deposited by the said bidder will stand forfeited.
- 12.2 If the successful tenderer fails to execute the work order/ replacement of NSQ stock within the time specified/unable to undertake the contract or supply as per purchase order, his purchase order will be cancelled. He will also be liable for the damages sustained by the CDM&PHO, Cuttack, Such damages shall be assessed by the CDM&PHO, Cuttack, whose decision will be final in the matter. The CDM& PHO, Cuttack can forfeit the performance security of the defaulting firms and de-recognise / black list the said firm for 2 (two) years from the date of issue of letter. The entire forfeited amount may be deposited in the ZSS Account of the CDM&PHO, Cuttack and can be utilized for procurement of essential medicines & Medical consumables.
- 12.3 If any Drugs and Medical Consumables supplied by the tenderer being partially used or consumed after supply and are subsequently found to be in bad order, unsound, inferior in quality or description or otherwise faulty or unfit for consumption ,the supplier will be required to replace the entire quantity of that item or the cost of it in shape of bank draft in favour of CDM&PHO, Cuttack to be deposited in ZSS account & take back the available stock (unused) from different health institutions of Cuttack district in his own cost within a period of 30 days of receipt of letter from CDM&PHO, Cuttack and if any deviation made by the firm will be de-recognized for 2 (two) years for that item from the date of issue of letter.
- 12.4 The tenderer can be blacklisted for a period of 3 years by the tender inviting authority in case it is found at the time of evaluation/ verification/ inspection that the tenderer has furnished forged documents/false information alongwith the tender.
- 12.5 In the event of any litigation arising out of tender such matters would be subject to the jurisdiction of the Hon'ble High Court, Odisha or Civil Courts, Cuttack

LIQUIDATED DAMAGE:

- 13 The Chief District Medical & Public Health Officer, Cuttack may allow extension on request of the firm for a maximum period of 28 days, after the stipulated date of supply, i.e. 60 days from the issue of purchase order, with the penalty of 1% of purchase order value as "Liquidated Damage", for each week upto a maximum of 4% on the value of the goods. So, the firm has to supply medicines and other consumables without penalty upto 60 days and with penalty of 1% each week for the delayed supplies upto a maximum of 4%.

CONDITIONS APPLICABLE TO SSI UNITS OF THE STATE:

14. The SSI Units of the State of Odisha will be eligible to participate in the tenders and get the price preference provided they produce the attested photocopy of the following documents:
15. Copy of valid manufacturing license of the quoted products with drug endorsement.
16. Valid up-to-date Good Manufacturing Practice (GMP) certificate as per revised Schedule M or WHO GMP certificate.
17. P.M.T Certificate from the Director of Industries, Odisha or General Manager District Industries Centre that it is a SSI Units of the State of Odisha, provided that SSI units has not been derecognised by the Govt. for that specified period.
- A. Local Micro, Small & Medium Enterprises and Khadi & Village industrial units including coir, handloom and handicrafts will be entitled for a price preference of 10% in comparison with local Medium and Large Industries and Industries outside the State (Odisha).
- B. Any local micro & small enterprises having valid ISO / ISI certification for their product will get an additional price preference of 3%.
- C. The local micro, Small & Medium Enterprises and khadi & village industrial units including coir, handloom and handicrafts can obtain the Tender Book free of cost at Sub-Store, O/o the District Medical Officer (Medical Services) Cum Superintendent, DHH, Cuttack.
- D. The local micro, small & medium enterprises registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC & NSIC shall be exempted from payment of EMD and shall pay 25% of the prescribed performance security.
- E. Fright Charges will be paid to the Local SSI units registered under Director of Industries, Odisha or General Manager District Industries Centre after production of cash memo/bill.
18. The supplies will be delivered by the approved SSI Units at the destination points as mentioned.
19. All the criteria mentioned under Eligibility Criteria except 2.2 & 2.3 are applicable for SSI Units.



ANNEXURE-I

I/We M/s _____ represented by its Proprietor/ Managing Partner/ Managing Director having its Registered Office at _____ and its Factory Premises at _____ do hereby declare that I/We have carefully read all the conditions of tender in Ref. No _____ for supply of Drugs & Medical consumables to C.D.M.& P.H.O, Cuttack for a period of one year on rate contract basis from the date of publication of approved list (Opening of Price Bid) and will abide by with all the terms conditions of the Tender.

I/We declare that we possess the valid Manufacturing / Drug License & GMP Certificate (GMP)/WHO GMP, ISO Certificate, valid CE certificate of the manufacturer issued by the Competent Authority. I/We furnish the particulars in this regard in enclosure to this declaration.

I/We do hereby declare that I/We have not been convicted under the provision of D&C Act 1940 by any court of law in contravention to the above Act /Rules & not been derecognized/ blacklisted by any State Govt./Govt of India/ Union Territory/Govt. organization /Govt. Health Institutions for supply of Not of Standard Quality drugs or medical consumables (as per 2.7, Eligibility criteria).

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit/ Performance Security and blacklist me/us for a period of 5 years if, any information furnished by us proved to be false at the time of inspection/verification and not complying with the conditions as per the revised Schedule M of the said Act/not abiding by the tender terms and conditions.

I/We do hereby declare that I will supply the Drugs & Medical consumables as per the terms & conditions of the tender document.

Signature of the bidder:-

Date:-

Name & Address of the Firm:-

Affidavit in Rs.20/- Non-Judicial Stamp Paper



TENDER FORMAT (PRICE SCHEDULE)

Whether SSI Unit, of Odisha: - Yes/No

Sl. No	Generic Name of the Drug, Medical Consumables	Strength & Composition /Specification	Rates will be quoted for absolute only which includes excise duty, packing, forwarding/transportation & (door delivery) excluding GST & Entry Tax but supply will <u>made in unit pack</u> . Rate for each Tab./Cap/Amp/Vial/Bottle/Roll etc. (Absolute rate) in Rs. Both in words and figures		GST in Percentage (%)	Remarks
1	2	3	4(Figure)	5(words)	6	7

Signature of the bidder :-

Name :-

Address :-

Place:-

Date:-

Note:-

1. Only generic names should be quoted.
2. This price format which is also be filled up & submitted in Cover -"B" only.
3. Quoted Price
 - a. If there is difference in figure & words, the words will taken into consideration.
 - b. The rates should be quoted for absolute only both in figures and words but all supplies will be made in unit pack only
 - c. If there are discrepancies in absolute & unit rate the absolute price will prevail and the unit price will be corrected accordingly.



**SCHEDULE OF REQUIREMENTS WITH
TECHNICAL SPECIFICATION FOR
DRUGS & MEDICAL CONSUMABLES**

Sl. No	Name of the Drugs and Medical Consumables	Specification / Strength	Unit Pack	Name of the manufacturer	Remarks
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
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31					
32					
33					
34					
35					



DETAILS OF THE TENDERER & LOCAL CONTACT PERSON

	Corporate Office (The address in which the purchase orders and payment details will be communicated.	Local Contact Person/Branch Office /Zonal Office/ Liaisoning Agent/ if any
Name and full address		
Telephone Nos. Landline		
Mobile		
Fax		
E-mail		
Manufacturing License/Drug License Nos. & Date		
Name of the Issuing Authority		
License valid up to		

CHECK LISTPlease put \checkmark in the respective box

DOCUMENTS:-SUBMITTED OR NOT

Sl. No	Details	Provided or not	
		Yes	No
1	Earnest Money Deposit (Not applicable for SSI UNITS)		
2	List of items being quoted with specification and strength		
3	Duly attested Valid up to date Photocopy of Manufacturing License		
4	Duly attested Valid up to date Photocopy of Drug License (in case bidder is an authorized distributor)		
5	Details of Manufacturing Unit/ contact person for liaisoning /local office in Odisha		
6	Valid up-to-date WHO-GMP/GMP Certificate Manufacturer		
7	Valid up-to-date ISO Certificate of the manufacturer		
8	Valid CE certificate of the manufacturer (applicable for medical consumables)		
9	Notarized copy of the Purchase orders (10 nos for each financial year i.e. 2013-14,2014-15,2015-16,2016-17,2017-18) from 5 (five) or more competent authorities (annexure-VIII)		
10	End user certificate from 5 (five) or more competent authorities for supplying drugs & medical consumables from Govt./ Corporate/PSU Hospitals in India in support of marketing experience for last 5 years i.e. (2013-14,2014-15,2015-16,2016-17,2017-18) (annexure-VIII)		
11	Average Annual Turnover of Rs.10 Crorer or more during last three financial years (2014-15, 2015-16, 2016-17) duly certified by a Chartered accountant of the manufacturer		
12	Authorization letter of the Manufacturer(s) if the bidder is an authorized distributor specifically to participate in the tender vide reference no. CDM & PHO()2018-19		
13	Average Annual Turnover of Rs.3 Crorer or more during last three financial years (2014-15, 2015-16, 2016-17) duly certified by a Chartered accountant for Authorized Distributor with annual audited statement / Annual Report		
14	Attested photocopy of GST Registration Certificate of the Bidder		

15	Valid GST Clearance Certificate of the bidder/ GSTR 3B &GSTR-1 on monthly basis for one year		
16	Declaration form(Annexure-I) signed by the Tenderer and affidavit before Notary public in Rs.20/- non-judicial paper		
17	Copy of Original Tender booklet, duly signed & Sealed by the Tenderer with Original Money receipt.		
18	Cover -"B" with price schedule(Annexure-II)		
19	Photocopy of last 3years IT return (2014-15, 2015-16,2016-17)		
20	Attested copy of PAN Card.		

N.B: - Documents to be arranged as per Manufacturer wise.



(To be submitted on Cover A-Technical Bid)

MANUFACTURER'S AUTHORISATION FORMAT

To

The CDM & PHO, Cuttack
Deptt. of Health & Family Welfare,
Govt. of Odisha.

Ref:- Tender No. _____ Dated _____ for _____

Dear Sir,

We _____ are the
manufacturers of _____ having factories at _____

1. Messrs _____ (name and address of the agent) is
our authorized agent for sale and services of _____
2. We confirm that Messrs _____ (name of the above agent) is
authorized to submit a tender, raise bills & receive payment on behalf of me/us.

Yours faithfully

(Signature with date, name and designation)

For and on behalf of Messrs _____
(Name and address of the manufacturers)

Seal

Note:-

1. This letter should be on the letter head of the manufacturer and should be signed by a person having the power of attorney to legally bind the manufacturer.
2. Original letter/ True copy attested by Notary Public and also by the Bidder shall be attached to the Technical bid.



Annexure –VII

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

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

ANNUAL TURN OVER STATEMENT

The Annual Turnover for Medicines & Medical Consumables products of M/S _____

_____ Who is a manufacturing unit/ Distributor for the last _____ years are given below and certified that the statement is true and correct.

Sl. No	Year	Turnover in (Rs.)	Average Annual Turn over
1	2014-15		
2	2015-16		
3	2016-17		

Date
Place

Signature of
Chartered Accountant
(Name in Capital)

Seal

Membership No.

Registration No. of Firm

Note:-

a) To be issued in the letter head of the Chartered Accountant

b) Separate Certificates should be submitted for different manufacturer in case the bidder is quoting products of different manufacturers.

Annexure –VIII

(To be submitted in *Part – I Technical Bid*)
PERFORMANCE STATEMENT (Drugs & Medical Consumable)
(For the period of last five years)

(Pl. Furnish order copies of the clients serially, the names of which are mentioned below)

Name of Bidder:

Name of Manufacturer/Authorised Distributor: _____

Sl.	Order placed by (Address of purchaser) (attach documentary proof)*	Order no. & Date	Item Name	Specification	Qty	Have the items supplied satisfactorily (attach documentary proof)**

Signature and seal of the Bidder

*The documentary proof will be 10 nos of purchase order copies for each year from minimum 5 competent authorities indicating P.O. No. and date. (during the last 5 years i.e. 2013-14, 2014-15, 2015-16, 2016-17, 2017-18.

** The documentary proof will be certificate from the consignee/end user from the same competent authorities during 2013-14, 2014-15, 2015-16, 2016-17 and 2017-18.

Name of the Medicine and Medical Consumables with Specification

Sl. No.	Name of the Medicines and Medical Consumable	Strength/ Specification
1	Cap. Pantaprazole+ Domperidon	Pantaprazole- 40 mg + Domperidon-10mg
2	Tab. Ofloxacin+ Ornidazole	Ofloxacin 200 mg + Ornidazole 500mg
3	Syp. Anticold	30 ml per bottel
4	Tab.Montelukast+ levocettrizine	Montelukast 10mg +levocettrizine 5 mg
5	Tab. Aceclofenac+ Paracetamol	Aceclofenac 100 mg+ Paracetamol 325 mg
6	Tab.Voglibise 0.3 mg	0.3 mg/tab
7	Tab.Paracetamol 650 mg	650 mg/tab
8	Cough Syrup Dry	100ml/ bottle
9	Cough Expectorant	100ml/bottle
10	Tab.Drotaverine+ Mefanamic Acid	Drotaverine 80mg + Mefanamic Acid 250mg
11	Tab Aceclofenac+ Paracetamol+ Trypsin-Chymotrypsin	Tab Aceclofenac 100mg+ Paracetamol 325mg+ Trypsin-Chymotrypsin 50000AU
12	Cap.Iron+ Zinc+ Folic Acid	15 cap. / strip
13	Syp. Ofloxacin + Ornidazole	Ofloxacin 50 mg + Ornidazole 125 mg
14	Tab Fluconazole	200mg/tab
15	Tab Calcium+ Vit.D3	Tab Calcium 1000+ Magnesium100+Zinc 4+Vit.D3 250
16	Cap Pre & Pro Biotic	10cap/strip
17	Moxifloxacin + Dexamethasone Eye Drop	5ml/bottle
18	Oint. Beclomethasone+ Neomycin+ Clotrimazole	10gm/ 15 gm per tube
19	Tab Betahistine	16mg/ tab
20	Tab Esomeprazole	40mg/tab
21	Tab.Glimepride + Metformin	Glimepride 2mg + Metformin 500mg
22	Tab Acebrophylline	100mg/tab
23	Tab.Vidalgliptin 500mg	500mg/tab
24	Oint.Clobetasol+ Salicylic Acid	10gm /20gm /tube
25	Cap.Multivitamin + Anti-Oxidant	10 caps per strip
26	Multivitamin Drop	15ml per bottle
27	Xylometazoline Hcl Nasal Drop	5ml/bottle
28	Tab.Linezolid	600 mg/tab
29	Tab Olmesartan Medoxmil	20mg/tab
30	Tab Rosuvastatin	10mg/tab
31	Plasma expander infusion	500ml/btl
32	Inj.Ephedrine	30mg /ml
33	Diclofenac Gel	30gm/tube
34	Tab.Telmisatron + Amlodepine	Tab.Telmisatron 40 mg+ Amlodepine 5mg
35	Tab Urosodeoxycholic Acid	300mg /tab.
36	Inj. Hepamerz	L-ornithine-L-aspartate 0,5 g/ml

37	Tab. Liveril Forte	silymarin 140 mg, vitamin C 75 mg, L-carnitine L-tartrate 50 mg, choline bitartrate 50 mg, inositol 50 mg, n-acetylcysteine 50 mg, L-glutathione 15 mg, vitamin E acetate 12.5 mg, calcium pantothenate 10 mg, Elemental zinc 10 mg, thiamine mononitrate 5 mg, pyridoxine hydrochloride 5 mg
38	Cap.Hepamerz	Tab L-ornithine-L-aspartate 150mg. pancreatin 100 mg.
39	Liquid Detergent Hand Wash	500ml/btl
40	Proctoclysis Enema	each
41	Nel-Cath	14/16/each
42	Romovac drain	16/18/each
43	Corrugated Drainage Tube	each
44	Inj.Epidosin	each
45	Inj.Bupivacaine Heavy	each
46	Cap.Rabeprazole+ Domperidon	20mg+30mg/Cap.
47	Tab.Aceclofenec+ Paracetamol+ Seratiopeptidase	(100+325+15)mg/tab
48	Cap.Calcium+ Calcitrol+ Zinc	(500+25+7.5)mg/Cap.
49	Tab. Telmisatron 40mg/tab	10 tab/strip
50	I.V. Sets	Adult/each
51	Disp. Syringe	5CC/each
52	Disp. Syringe	2CC/each
53	Inj. Lignocain HCL & Adrenaline Bi-tartrate (Lignocain HCL-21.3mg /ml+Adrenaline 0.5mg/ml)	30 ml/vial
54	Inj. Pentazocine Lactate 30mg/ ml	1ml/ Ample
55	Inj. Amikacin Sulphate	500mg/2ml
56	Inj. Linezolid I.V 200mg/100l	300ml/bottle
57	Inj. Promethazine HCL 25mg/ml	2ml/ample
58	Inj. Magnasium Sulphate 500mg/ml	2ml/ample
59	Inj. Isoxsuprine HCL 5mg/ml	2ml/ample
60	Tab. Doxofylline 400mg/tab	10 tab/strip
61	Respules Salbutamol + Ipratropium (2.5mg+100mcg)	each
62	Cap. Vitamin B Complex	(Vit B1 -5mg, B2- 5mg, B6-2mg, Niacianamide-50mg, Calcium pantothenate-5mg)/10 caps
63	Inj. Ondansetron	2 mg/ml
64	Inj. Drotaverine	20 mg/ml
65	ELASTIC ADHESIVE BANDAGE (IV CANNULA FIXTOUR)	each
66	Cap. Rabeprazole + Levosulpride	Rabeprazole 20mg+ Levosulpride 75 mg
67	Cap. Pantoprazole + Levosulpride	Pantoprazole 40mg+ Levosulpride 75mg

68	Tab. Gabapentin + Methylcobalamin	Gabapentin 300mg+ Methylcobalamin 500mg
69	Tab. Gabapentin + Methylcobalamin	Gabapentin 100mg+ Methylcobalamin 500mg
70	Tab. Tranexamic Acid + Mefenamic acid	Tranexamic Acid 500mg+ Mefenamic acid 250mg
71	Tab. Pregabalin + Methylcobalmin	Pregabalin 75mg + Methylcobalmin 750mg
72	Tab. Telmisartan + Hydrochlorothiazide	Telmisartan 40mg+ Hydrochlorothiazide 12.5 mg
73	Tab. Glucosamine Sulphate + Diacerein	Glucosamine Sulphate 750mg + Diacerein 50mg
74	Cream Luliconazole	1% w/w
75	Tab. Fexofenadine Hydrochloride	120mg/tab
76	Cap. Rececadotril	100mg/cap
77	Syp. Cefixime	100mg/5ml

[Handwritten signature]