

**CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH
OFFICER, CUTTACK**

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Tender Reference No.- 2742 dtd 26/02/2019 /CDMO/2018-19

**TENDER DOCUMENT
FOR
SUPPLY OF
*Drugs***

(RATE CONTRACT TENDER)

**CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH OFFICER
CUTTACK**

CHIEF DISTRICT MEDICAL AND PUBLIC HEALTH OFFICER, CUTTACK
NOTICE INVITING TENDER

Tender Reference No.2742

Dated: 26.02.2019

TENDERS ARE INVITED FROM ELIGIBLE BIDDERS AS PER THE ELIGIBILITY CRITERIA FOR SUPPLY & OF DRUGS .

1	Period of Availability of Tender Document	From 27/02 /2019 to 07/03/2019 (Downloadable from website: www.cuttack.nic.in) In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the above mentioned website before last date of submission of tender document and the tender inviting authority shall have no responsibility for any delay / omission on part of the bidder.
2	Last date & time for submission of Tender	Date: 07/03/2019, Time: 2.00 PM Address of Submission of Bid: The Chief District Medical Officer, O/O CDM&PHO, -CUTTACK <i>(Through Speed post / Registered post / Courier)</i>
3	Date, time and place of opening of Tender	a) Technical Bid (Cover A) opening: 07/03/2019, 3.30PM at the address mentioned above. b) Financial Bid (Cover B): <i>The date of opening of financial bid will be intimated to the firms found successful in the technical bid evaluation. (Venue is mentioned at the address mentioned above) (Bidders / authorized representative may remain present at the time of opening of bid)</i>

Sd/-
Chief District Medical & Public Health Officer
Cum District Mission Director
Cuttack

SECTION -II

IMPORTANT INSTRUCTIONS TO BE NOTED CAREFULLY BY THE TENDERERS

1.	Mode of Procurement	This is a Rate contract Tender, the rate of which will be valid for a period of one year from the date of finalization of rate contract..Office of theChief District Medical Officer,CUTTACKshall invite tender centrally, evaluate the same and finalizethe supplier & the rate., The purchase order shall be placedby the Chief District Medical Officer as per the requirement.						
2.	Purchaser	Chief District Medical Officer ,CUTTACK						
3.	Consignee	SVPPGIP,Sishubhawan, CUTTACK						
4.	Delivery Period	Within 15 days from issue of the purchase order at the consignee point.						
5.	Mode of Delivery	By Air / Road / Rail						
6.	Tender Document Cost	Rs.210/- (Rs200/-+5% GST) . The tender document cost is to be submitted in the shape of bank draft in favour of CHIEF DISTRICT MEDICAL OFFICER CUTTACK,from any Nationalised / Scheduled Bank payable at CUTTACK.						
7.	Earnest Money Deposit (EMD) (The approx. no. of item is mentioned in the Schedule of requirement – Section IV)	<table border="1" style="width: 100%;"><thead><tr><th>Sl.</th><th>Particulars</th><th>EMD (Rs.)</th></tr></thead><tbody><tr><td>1</td><td>Drugs & Consumable</td><td>5,000</td></tr></tbody></table> <p><i>Note: The bidder may quote for any or all the item by submitting the required EMD for that item.</i></p> <p>The Earnest Money Deposit will be paid in the shape of demand Draft only in favour ofChief District Medical & Public Health Officer,Cuttack, from any Nationalized / Scheduled Bank payable at CUTTACK.</p>	Sl.	Particulars	EMD (Rs.)	1	Drugs & Consumable	5,000
Sl.	Particulars	EMD (Rs.)						
1	Drugs & Consumable	5,000						
8.	Pre-qualification (Eligibility Criteria)	Detail eligibility criteria is mentioned at Clause 2.1, 2.2 & 2.3 in Section -III						

SECTION -III

TERMS AND CONDITIONS FOR SUPPLY & INSTALLATION OF HOSPITALWARD EQUIPMENTS & CONSUMABLE

1.1 Sealed tenders will be received tillDt. **07/03/2019 upto 02.00 PM** by the office of the Chief District Medical Officer, CUTTACK-1. Any tender received after the due date & time will be rejected / returned to the sender unopened. **The tenders will be received through Regd. Post / Courier services / Speed Post only.**

1.2 The bidder(s) are to submit their tenders in **separate** sealed covered envelops for **technical bid** and **commercial bid** by superscribing **Cover “A” (Technical Bid)&Cover “B” (Price Bid)** and both the sealed covers should be put into a **third outer Cover**, which should be superscribed as **“Tender for supply of Drugs & Consumables vide Tender Reference No. _____”**.

1.3 The Sealed tenders “Cover A” (Technical Bid) submitted by the tenderers will be opened at the office of the Chief District Medical Officer, Cuttack at **3.30PM on 07/03/2019**. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.

ELIGIBILITY CRITERIA

2.1 **Manufacturing units / Importers** are eligible to participate in the tender provided, they fulfill the following conditions:

- (i) Manufacturing unit 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. Copies of stay order(s) if any against the blacklisting should be furnished alongwith the bid.
- (ii) Drug License and GMP of the manufacturing firm in case of supply of Drugs

2.2 **Authorized distributors/Supplier** are eligible to participate in the tender provided:

- (i) They submit manufacturer’s authorization from original item manufacturer (OEM) as per the format at **Annexure - V**.
- (ii) They should have Proof of Average annual turnover of **Rs. 50 lakhs or more** in last three (3) financial years in India financial years certified by the Chartered Accountant (as per Annexure VI)
- (iii) Proof of supply of **25% of the required quantity** (executed directly by manufacturer or through distributor) of the item(s)/similar items mentioned in the schedule of requirement to any Govt. organization /Corporate Hospitals / PSU Hospitals / UN Agencies and purchase order copies in support of that in last 3 years. (Annexure VII-Item wise)

- (iv) The authorized distributor/Supplier will submit the following documents in support of the manufacturer along with the tender:
 - a) Valid Drug License in case of supply of Drugs.
- 2.3 The tenderer have to submit the EMD(s) as mentioned in **Clause 8 of Section - II** & the Tender document cost
- 2.4 GMP certificate of the manufacturer in case of drugs .

DOCUMENTS TO BE SUBMITTED

The following documents should be enclosed in Cover “A” (Technical Bid) by the tenderer.

All the photocopies are to be attested by a Notary Public / Gazetted Officer.

TECHNICAL BID :

- 3.1 Checklist with detail of the documents enclosed in **Cover “A”** (as per **Annexure - I**) with **page number**. The documents should be *serially arranged* as per this **Annexure - I** and should be securely tied and bound.
- 3.2 List of Item(s) Quoted with name of the Make & Model of the item (s) (**Annexure –II**)
- 3.3 Tender document fee of Rs.210/- in shape of Demand Draft.
- 3.4 Earnest Money Deposit(s) as mentioned in the **Clause 8 of Section -II** in shape of Demand Draft). Details of EMD and the name of the item quoted should be clearly mentioned.
- 3.5 Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Odisha (**Annexure - III**).
- 3.6 The declaration form in **Annexure - IV** duly signed by the tenderer before Notary Public / Executive Magistrate.
- 3.7 Manufacturer’s Authorization Format in **Annexure –V** (In case the bidder is not the manufacturer). Importers are also required to furnish the authorization from the manufacturer.
- 3.8 Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure –VI**) that the annual average turnover of the firm is Rs.50 lakhs or more in the last 3 (three) financial years
- 3.9 Performance Statement (**Annexure - VII**) (**Itemwise**) during the last three years towards proof of supply of similar items to any Govt. organization / Corporate Hospitals / PSU Hospitals / UN Agencies. The copy of Purchase orders and certificate from the user should be furnished in support of the information provided in the performance statement (Item wise)
- 3.10 Deviation/No Deviation Statement from Technical Specification & details of technical specification of the product (**Annexure-VIIIA & B**)

- 3.11 Copy of the **GST registration** Certificate.
- 3.12 GMP certificate of the manufacturer in case of drugs .
- 3.13 The Original Tender Booklet with Conditions and the schedules signed by the tenderer at the bottom of each page with his official seal duly affixed.
- 3.14 Copy of last three Years Income Tax Return.
- 3.15 Copy of PAN card.

N.B: Valid means the certificate should be valid on or beyond the date of opening of tender (Cover-A).

COVER – B (PRICE BID)

4. The price to be quoted for DRUGS & CONSUMABLE should be sent in the prescribed price format in a separate sealed cover hereafter called **Cover “B” (Price Bid)**.

Cover –B (Price Bid) of the tenderers who qualify in it’s Technical Bid (Cover – A) and complies to tender specification & find to be as per technical specification and Product demonstration will only be opened .

- 4.1 The tender format (Price Schedule) in duplicate in the prescribed form (as per **Annexure – IX**), must be submitted in Cover-B. The price of the item should be quoted inclusive of excise duty, packing, forwarding, freight (door delivery). GST and other charges (if any) should be quoted in a separate column. The rate should be quoted for *each item* both in figures and words. **In case of difference in words and figures, words will be taken into consideration for evaluation.**
- 4.2 The Cover “B” of tenderers who qualifies in their technical bid, will only be opened at the office of the Chief District Medical Officer, Cuttack at a date & time which will be intimated to them by CDM & PHO-CUTTACK..

REJECTION OF TENDER

5. The tender submitted by the bidder will be rejected, if any of the following documents are wanting / not submitted with the tender:
 - (i) Import License (In case of Importer)
 - (ii) Manufacturer’s authorization in case of distributor/importer
 - (iii) Earnest Money Deposit (EMD).
 - (iv) Proof of supply/ installation of **25% of the required quantity** (executed directly by manufacturer or through distributor) of the item(s)/similar items mentioned in the schedule of requirement to any Govt. Organization / Corporate Hospitals / PSU Hospitals / UN

Agencies and certificate in support of that from the user during the last three years.

- (v) Major deviations from the technical specification of the item(s) as per tender.
- (vi) Price bid / quoted rate with signature and seal (Hard Copy).
- (vii) Copy of the GST registration certificate
- (XI) GMP certificate of the manufacturer in case of drugs .

EARNEST MONEY DEPOSIT

- 6.1 The amount of Earnest Money Deposit required is mentioned in the Section-II. The Earnest Money Deposit will be submitted in the shape of **demand Draft only** in favour of **Chief District Medical Officer, Cuttack** from any Nationalized / Scheduled Bank payable at **Cuttack**.
- 6.2 The EMD of the unsuccessful tenderers will be returned back without interest after placement of purchase order to the successful tenderer and EMD of successful tenderer will be returned after submission of performance security(ies).
- 6.3 The EMD will be forfeited if the tenderer withdraws its tender / furnish forged documents which is found during bid evaluation OR doesn't sign the contract/doesn't furnish performance security / doesn't supply the items (in case of successful bidder) within the stipulated time period.

TENDER CONDITIONS :

- 7.1 The details of the DRUGS, EQUIPMENTS & CONSUMABLE with specifications are mentioned in **Section VI. The firm must clearly mention their specification, special features, upgraded version (if any), detail technical catalogue of the offered model in their tender.**
- 7.2 Tenders should be typewritten or computerized and every correction in the tender should invariably be attested with signature by the tenderer with date before submission, failing which the tender will be ineligible for further consideration.
- 7.3 Rates inclusive of excise duty / customs duty, packing, forwarding, insurance, transportation charges and exclusive of **GST should be quoted for the** DRUGS, & CONSUMABLE (*Item wise*). **The turnkey job (cost of accessories if any required for Installation/Commissioning) & GST should be mentioned in separate columns.** The rates quoted should be in **Indian Rupees only**. Rates quoted in any other currency will not be accepted.
- 7.4 The purchaser shall be responsible only after delivery and due verification, installation and commissioning of the item.
- 7.5 The rate per unit shall not vary with the quantum of order placed for destination point.

- 7.6 If there is difference between figures & words, words will be taken into consideration.
- 7.7 In the event of the date being declared as a holiday by Govt. of Odisha, the due date of sale, submission of bids and opening of bids will be the following working day at the scheduled place & time.
- 7.7 The price quoted by the tenderers shall not in any case, exceed the controlled price, if any, fixed by the Central / State Government / DGS&D and the Maximum Retail Price (MRP). The purchaser, at his discretion, will in such case, exercise the right of revising the price at any stage so as to confirm to the controlled price or MRP as the case may be.
- 7.9 The rate quoted and accepted will be binding on the tenderer for a period of **one year** from the date of approval of the rate contract and on no account, any increase in the price will be entertained till the completion of this tender period.
- 7.10 No tenderer shall be allowed at any time on any ground whatsoever to claim revision of or modification in the rate quoted by him. Clerical error / typographical error, etc. committed by the tenderers in the tender forms shall not be considered after opening of tenders. Conditions such as “ **SUBJECT TO AVAILABILITY**” / “**SUPPLIES 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 conditions shall be treated as incomplete and for that reason, shall be rejected.
- 7.11 If at any time during the period of rate contract, the price of tendered item is reduced or brought down by any law or act of the Central or State Government or the tenderer, the tenderer shall be morally and statutorily bound to inform the purchaser immediately about such reduction in the contracted price. The purchaser is empowered to unilaterally effect such reduction in rate, in case the tenderer fails to notify or fails to agree for such reduction of rate.
- 7.12 Approved rate with terms, conditions & the quoted price of the tender shall remain valid for a period of 12 months from the date of approval of the rate contract.
- 7.13 If the relevant documents / certificates which are required to be furnished along with the tender are written in language other than English, the tendering firm shall furnish English version of such documents / certificates duly attested by a Gazetted Officer / Notary with his seal and signature.
- 7.14 If any information or documents furnished by the tenderer with the tender papers are found to be misleading or incorrect at any stage the tender of the relevant items in the approved list shall be cancelled and steps will be taken to blacklist the said firm for three (3) years.
- 7.15 Rate should be quoted in Indian Currency, both in words and figures against each item as the payments will be made in Indian currencies only (Annexure-IX). The tenderer shall not quote the rate for any item other than the item specified in the list. (**Section V – Schedule of Requirement**).

- 7.16 Both Cover-A and Cover-B should have an **index and page number** of all the documents submitted inside that cover.
- 7.17 The GST will be charged as per the guidelines given by the Finance Dept., Govt. of Odisha from time to time. GST (as applicable) will be paid to the supplier. The component should be shown **separately** in the Price Schedule (as mentioned in the price schedule format)
- 7.18 The requirement of items may increase or decrease depending on the situation.

PACKAGING :

- 8.1 All the packaging should be New. The supplier shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination. The packaging shall be sufficient to withstand without any limitation including rough handling during transit, exposure to extreme temperature, salt and precipitation during transit and upon storage.

LABELLING :

- 9.1 The item supplied must be properly labelled with Sl. No., Model Name, Make & year of Manufacture

ACCEPTANCE OF TENDER AND SUPPLY CONDITIONS:

- 10.1 The Purchaser reserves the right to reject the tenders or to accept the tenders for the supply of the item tendered without assigning any reason thereof.
- 10.2 The Purchaser will be at liberty to terminate the contract either wholly or in part without assigning any reasons thereof. The tenderers will not be entitled to any compensation whatsoever for such termination.
- 10.3 The **supply should be completed within 15 days** from the date of issue of purchase order, unless otherwise specified. If no supply is received even after 58 days with liquidated damage from the date of issue of the purchase orders, such orders will stand cancelled automatically without further notice. Penalties shall also thereafter be applied to the tenderer as specified in clause no. 21.1 to 21.2. The approved firm shall also suffer forfeiture of the EMD and Performance Security Deposit.
- 10.4 The tender inviting authority or his authorised representative (s) has the right to inspect the factory of those company who have quoted for the tender, before accepting the rate quoted by them or before releasing any purchase order (s) or at any point of time during the validity period of tender and has also the right

to reject the tender or terminate / cancel the orders issued or not to reorder based on the facts brought out during such inspections.

EVALUATION:

- 11.1 The price bid of the tenders who qualify in the technical bid fulfilling the eligibility criteria and complying to the technical specification shall only be opened.
- 11.2 The tender inviting authority may ask for demonstration of the item by the bidders at the premises of the tender inviting authority as a part of the technical evaluation before opening of price bid in order to verify the compliance to technical specification.
- 11.3 The rates of the item quoted by the tenderer who qualify technically will be evaluated after taking the following points into consideration: -
- a) Rate of the Drugs,HOSPITALWARD EQUIPMENTS will be taken after inclusion of the excise duty / customs duty, transportation, insurance, packing & forwarding & comprehensive warranty for two (2) years&cost of turnkey (cost of accessories if any for installation/commissioning)but excluding GST.
 - b) The cost of the HOSPITALWARD EQUIPMENTS (excise duty / customs duty, transportation, insurance, packing & forwarding & comprehensive warranty for two (2) years but excluding GST.), cost of turnkey (cost of accessories if any for Installation & Commissioning with all taxes for turnkeys) will be added for evaluation.

TERMS OF PAYMENT :

- 12.1 No advance payments towards cost of DRUGS.&CONSUMABL or turnkey job will be made to the tenderer..
- 12.2 No claims shall be made against the purchaser in respect of interest on earnest money deposit or performance security deposit or any delayed payment or any other deposit.
- 12.3 Payments in shape of Draft / Pay Order will preferably be despatched to the supplier by Registered post with A.D or e-payment / on-line transfer or may be handed over to the authorized person of the supplier.

PENALTIES :

- 13.1 If the successful tenderer fails to deposit the required performance security within the time specified or withdraws his tender after acceptance of his tender owing to any other reasons or unable to undertake the contract, his contract

will be cancelled and the earnest money deposit /performance security deposit shall stand forfeited by the purchaser.

- 13.2 Violating the tender terms and conditions & non supply / supply which is not as per technical specification will disqualify the firm to participate in the tender for a period of 2 (two) years from the date of issue of letter and his E.M.D &performance security deposit will be forfeited and no further purchase order will be placed to that firm for that item.
- 13.3 In the event of any dispute arising out of the tender, such disputes would be subject to the jurisdiction of the Civil Court of the concerned District or High Court of Odisha.

INSPECTION/TESTING:

- 14.1 The selected supplier shall have to arrange for demonstration of the item at the supply point. The purchaser or its nominated representative(s) shall inspect and test the items at the supply point to check their conformity to the specifications and other details incorporated in the contract.

SECTION –IV and v
TECHNICAL SPECIFICATIONS of ITEMS

SCHEDULE OF Drugs,

List of Drugs :

1. Hydroxyzine Syrup -10mg.
2. Hydroxyzine Tablet -25mg
3. Fusidic acid/cream/ointment- .
4. Hydrocortisone cream/Gel/Ointment
5. Vitamin D: Cholecalciferol granules as sachets

N.B: The quantity of requirement may vary as per the requirement during the rate contract period.

SECTION –VI

ANNEXURES

(Technical Bid, Price Bid)

CHECK LIST
(To be submitted in **Cover A Technical Bid**)

Note : The documents has to be arranged serially as per the order mentioned in the check list

Please put ✓ in the respective box

COVER – A (TECHNICAL BID) DOCUMENTS : SUBMITTED OR NOT

1. List of Item (s) – Annexure II	Page No		Yes		No	
2. Tender document Fee	Page No		Yes		No	
3. Earnest Money Deposit	Page		Yes		No	
4. Details of Manufacturing Unit / contract person Liaisoning agent / servicing centre (Annexure III) No.	Page		Yes		No	
5. Declaration form (Annexure -IV) signed by the Tenderer & affidavit before No. Notary Public / Executive Magistrate	Page		Yes		No	
6. Manufacturer’s Authorization Format (Annexure – V) (for distributor/Importer) (Item wise)	Page		Yes		No	
7. Proof of avg. Annual turnover for preceding 3 financial years (for manufacturer /No. Importer) / Proof of Annual turnover for preceding 3 financial years (for authorized distributor as well as manufacturer/Importer in case of distributor)(Annexure - VI)	Page		Yes		No.	
8. Performance Statement (<i>Item wise</i>) during the last three years(Annexure -VII)	Page No.		Yes		No	
9. Copies of Purchase order (<i>Item wise</i>) in support of the performance statement	Page No.		Yes		No	
10. Deviation/No deviation Statement (<i>Item wise</i>)& details of technical specification (Annexure -VIII A & B)	Page No		Yes		No	
11. Leaflets/Technical Brocheures of the Products offered (<i>Item wise</i>)	Page		Yes		No.	
Copy of Import license(In case of Importer)	Page No		Yes		No	

12. Photocopy of PAN

Page		Yes		No	
------	--	-----	--	----	--

13. Photocopy of GST registration

Page		Yes		No	
No					

18. Copy of original Tender and schedules, duly signed by the Tenderer

Page.		Yes		No	
No					

.19. GMP Certificate of the manufacturer in case of drugs

Page		Yes		No	
No.					

Annexure II
(Refer Clause No. 3.2)

DETAILS OF EMD(S) SUBMITTED

Sl.	Name of Item	EMD Amount (Rs.)
1	Drugs& Consumable	
	TOTAL (Rs.)	

Signature of the Tenderer :

Date :

Official Seal:

ANNEXURE – III
(Refer Clause No. 3.5)

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

**DETAILS OF THE TENDERER & LOCAL CONTACT PERSON/
SERVICE CENTRE**

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Address of Local Contact Person / Branch Office / Zonal Office / Address of Service Centre if any, in Odisha.
Name & Full Address		+
Telephone Nos., landline		
Mobile		
Fax		
E – Mail		
Date of Inception	(Copy of Certificate of incorporation of Manufacturer)	
Name of the issuing authority		
Import License (in case of Importer only)		
GST validity	(Furnish photocopy of GST)	
GST return Copy	(Monthly/Quarterly (3B& GSTR-1)	
PAN	(Furnish photocopy of VAT)	
Details of the Service Centre Facilities		

**Signature of the Tenderer :
with seal**

Date :

Official Seal :

ANNEXURE – IV

(Refer Clause No. 3.6)

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

DECLARATION FORM

I / Wehaving
My / ouroffice
at.....do declare that I / We have
carefully read all the terms & conditions of tender of the _____, Odisha for the
supply of DRUGS,HOSPITALWARD EQUIPMENTS& CONSUMABLE. 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 Reference no.** _____

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

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit
and or Performance Security Deposit and blacklist me/us for a period of 3 years if, any
information furnished by us proved to be false at the time of inspection / verification and not
complying with the Tender terms & conditions.

I / We do
hereby declare that I / we will supply the _____as per the terms, conditions &
specifications of the tender document. I / we further declare that I / we have a service centre /
will establish a service centre within one month of installation of the item in Odisha.

Signature of the bidder :

Seal

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

ANNEXURE – V

(Refer Clause No. 2.2(i))

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

To

The Chief District Medical Officer,
DISTRICT HEAD QUARTER HOSPITAL,-,
CUTTACK -1, 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.

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**)

(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.	Financial Year	Turnover in (Rs.)
1.	2015 – 2016	-
2.	2016 – 2017	-
3.	2017 – 2018	-

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

Date:
Place:

(Name in Capital)

Signature of Auditor/
Chartered Accountant

Seal

Membership No.-

Registration No. of Firm

Note:

- a) To be issued in the **letter head** of the Auditor/Chartered Accountant mentioning the Membership no.
- b) **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.

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

Annexure VII(Refer Clause no. 3.9)

PROFORMA FOR PERFORMANCE STATEMENT

(For the period of last three years)

ITEM WISE(Pl. Furnish separate performance statement itemwise if the bidder quote
for more than one item & attach the order copies along with each performance statement)

Tender Reference No. :

Name of Tenderer: :

Name of Manufacturer : _____

Name of the Item : _____

Sl.	Order placed by (Address of purchaser) (attach documentary proof)*	Order no. & Date	Item Name	Make & Model	Qty	Value of Contract (Rs.)	Date of Completion		Reasons for delay if any	Have the goods been functioning satisfactorily (attach documentary proof)**
							As per contract	Actual		
1										
2										
..										
..										
			Total Qty							

Signature and seal of the Tenderer

* The documentary proof will be copies of the purchase order (during the last 3 years) indicating Contract No. and date along with a notarized certification (by the bidder) authenticating the correctness of the information furnished.

** The documentary proof will be certificate from the consignee/end user indicating Contract No. and date along with a notarized certification (by the bidder) authenticating the correctness of the information furnished.

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

Annexure VIII A
(Refer Clause No. 3.10)

STATEMENT REGARDING DEVIATIONS FROM TECHNICAL SPECIFICATIONS (IF ANY)

Following are the Technical deviations and variations from the purchaser's Technical Specifications.

Sl. No.	Item Name	Clause of Technical Specification	Statement of Deviations/Variations if any
1			
2			
..			
..			
..			

In case there is no deviation from technical specification, Pl. Mention *No Deviation*.

Signature of the Bidder

Name:

Date:

Place:

Seal

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

Annexure VIII B
(Refer Clause No. 3.10)

DETAILS OF TECHNICAL SPECIFICATION OF THE PRODUCT (S) OFFERED BY THE BIDDER

Sl. No.	Item Name	Make	Model	Detail Specification of the product(s) offered* (Pl. Describe the detail specification of the product offered) – Para wise compliance to the technical specification asked for.
1				
2				
..				
..				
..				

* Leaflets/Technical Brocheures of the product offered must be attached in support of the information provided above.

SignatureoftheBidder

Name:

Date:

Place:

Seal

ANNEXURE

(To be submitted in COVER B - PRICE BID)

To be submitted in Cover B – Price Bid

ANNEXURE-IX-
(Refer Clause No. 4.1 & 7.16)

FORMAT - PRICE SCHEDULE

