



INDIAN INSTITUTE OF TECHNOLOGY (ISM), DHANBAD

## Notice Inviting Tender

No.: HC-INS-130-18-19

Date: - 05.09.2018

### **Subject: Tender for Rate Contract for supply of Medicines and other Medical consumables at Health Centre IIT(ISM), Dhanbad**

Indian Institute of Technology (ISM), Dhanbad is interested to enter into Rate Contract for supply of Medicines and other Medical Consumables (as per Annexure - I) for a period of two years, with the reputed pharmaceutical companies/ authorized distributors and stockist nominated by the pharmaceutical companies. The rate contract will be with the reputed pharmaceutical companies or authorized distributors and stockist nominated by the pharmaceutical companies willing to participate in the rate contract with IIT(ISM) for a period of two year. However the rate contract may be extended by one more year, if the performance of the supplier is satisfactory. Decision of IIT(ISM), Dhanbad will be final and binding in this regard.

Interested pharmaceutical companies/ distributors and stockists are, requested to submit their offer along with percentage discount on MRP/PTR for the medicines under Generic Drugs/ Proprietary Drugs/ Proprietary items under DPCO manufactured by the companies as mentioned in Annexure - I on or before 10.10.2018. Tender document can be downloaded from institute's website [www.iitism.ac.in](http://www.iitism.ac.in). Tenders in two bid system, are to be submitted in a sealed cover with Tender cost of Rs 5,900.00 and EMD of Rs 25,000.00 duly enclosed.

Tender submitted to the following address:

*The Assistant Registrar (P&S)  
Indian Institute of Technology (Indian School of Mines),  
Dhanbad - 826004*

## GENERAL TERMS & CONDITIONS

### Schedule of Bidding Process:

Sl. No	Items	Particulars
1.	Tender cost	Rs 5,900.00
2.	Earnest money deposit	Rs 25000.00
3.	Pre Bid Meeting for submission of Bids	26.09.2018 at 4.00 PM
4.	Last date and time for submission of tenders	10.10.2018 at 1.00 PM
5.	Date and time of opening of tenders	10.10.2018 at 4.00 PM

### *Venue of Pre - Bid: IIT(ISM) Health Centre Conference Room*

Sealed tenders under **two-bid** system are invited from manufacturers/ their authorized dealers/agents for supply in IIT(ISM) Dhanbad of items specified in Annexure-I.

- Offer should be submitted under **TWO BID** systems in two separate sealed covers i.e. "Techno-commercial bid" and "Price bid". Both of these separately sealed cover should be kept in a bigger cover and it must be sealed and super scribe with NIT No. & Title.
- Techno-commercial Bid:** should contain the following documents/information:
  - Tender Cost:** Tender cost shall be paid through SB collect only, tender cost payments through other modes viz Cash/DD/MEFT/RTGS etc, shall not be accepted. Tender cost is *non-refundable and non-transferable. Venders/contractors/suppliers can pay the Tender Cost through the link:*  
<https://www.onlinesbi.com/prelogin/collecthome.htm?corpID=272342> *the receipt of tender cost must be attached with the Tender documents.*
  - Bid Security or Earnest Money Deposit (EMD):** EMD Should be submitted in form of A/C payee demand draft drawn in favor of Registrar, IIT(ISM), Dhanbad and payable at Dhanbad.
  - All relevant technical specifications/details of offered items, printed technical leaflets, and Medicines price list / Catalogue of manufacturer
  - IIT (ISM) does not bind itself to offer any explanation to those bidders whose Technical Bids have not been found acceptable by the Evaluation Committee of the Institute.
- The packing, forwarding, freight and transit insurance charges or any other cost/charge, if any must be included in the price and should not be claimed separately.
- Price bids of only technically short-listed tenderers shall be opened.*
- Educational discount, if any, should be clearly mentioned.*
- Validity:** Offer must be valid for a period of **180 days** from the date of opening of tender (technical bid) in exceptional circumstances, the IIT(ISM), Dhanbad may solicit the Bidder's consent to an extension of the period of Validity. The request and the responses thereto shall be made in writing. A Bidder granting the request will neither be required nor permitted to modify the bid.
- Price should be quoted on FOR, Dhanbad basis only. Price shall be quoted in Indian Rupees only.
- Your full address for correspondence and name address of the beneficiary's banker should be clearly indicated in the offer.
- The price quoted by the tenderers shall not in any case exceed the controlled price, if any, fixed by the Central / State Govt. / N.P.P.A (National Pharmaceutical Pricing Authority) and the Maximum Retail Price (MRP).
- Earliest/expected delivery period should be clearly indicated.

15. The tenderers should submit an undertaking that the quoted items are being manufactured by them (along with the Brand) on its company letterhead. In case of dealers/ stockist, a recent authorization letter from the manufacturer must be submitted. Tenders without specific authorization letter will be rejected.
16. Performance Bank Guarantee (PBG): A bank guarantee issued by a Nationalized Bank in India towards PBG for an amount of Rs 2.00 Lakh valid from the date of ARC to end of two months after the completion of warranty period should be submitted in favour of Registrar, IIT(ISM), Dhanbad
17. Delivery Period and Liquidated Damage: The ordered materials/work complete in all respects are required to be delivered within the period stipulated in the purchase order failing which liquidated damages of 1% per week or part thereof for the delayed period subject to maximum of 5% of the total value of the order shall be deducted from the invoice of the supplier.
18. **Inspection:** Inspection shall be carried out at IIT(ISM), Dhanbad after arrival of the materials and decision of the Institute in this regard shall be final.
19. **Modifications and Withdrawal of Bids:**  
Once submitted bid cannot be withdrawn.
20. **Rejection and Replacement:** Rejection, if any, shall be notified by the CMO, Health Centre, IIT(ISM), Dhanbad to the supplier within 30 days of receipt and inspection of the material/workmanship. Rejected materials/work is to be removed by the supplier at his own risk and cost from IIT (ISM). Campus within one week of intimation of rejection. Defective supplies are required to be replaced within One week of the removal of the rejected materials.
21. **Evaluation of Bid**  
The bidders shortlisted by the IIT(ISM) may be called for negotiation and discussion with a committee selected for the purpose, at a specified date, time and venue, if needed. Bid evaluation will be based on the percentage discount on MRP/PTR.
22. **Notification of Award**  
Prior to the expiry of the validity period, the IIT(ISM) will confirm the successful Bidder in writing by e-mail, that its bid has been accepted. The notification of Award will constitute the formation of the Contract.
23. During the tenure of the Rate Contract, the benefits of any promotional offer by the manufactures should also be passed on to IIT(ISM), Dhanbad. In the event, it is noticed that such promotional offers are not passed; IIT(ISM), Dhanbad will be at its liberty to take action or recover the amount from the manufacturer. The rate contract will be made initially for a period of two years which may be extended further for another one year on the evolution of performance decision of IIT(ISM) will be final and binding.
24. **Important:** The supplier/ manufacturer must have a minimum turnover of Rs 3.00 crore.
25. The supplier has to take back the expiry medicines. Supplied medicines should have expiry period preferably one year but not less than six months.  
*"If the supplied drugs/medicines are found to be spurious, the supplier will be blacklisted & legal action will be initiated. It EMD/PBG will be forfeited."*
26. **Right of the institute** IIT(ISM), Dhanbad reserves its right to terminate the contract with any /all the parties on one month notice. IIT(ISM), Dhanbad reserves the right to reject any tender without assigning any reason thereof.

IIT(ISM),Dhanbad reserves to purchase medicine from the vendor, even if such vendor is not under Rate contract.

**27. Risk Purchase:**

IIT (ISM), Dhanbad shall be at liberty to realize from the supplier the differential amount, if any, which it shall have to incur on purchase of the material/work at higher price(s) from elsewhere in the market, if the supplier, due to their fault, fails to supply the ordered quality and quantity of the material within the stipulated time.

**28. Conditional offer will not be accepted.**

29. Any kind of advance or part payment will not be released.

30. Payment will be released within 30-45 days after satisfactory supply, inspection, & acceptance and on submission of pre-receipted tax invoice, delivery challan, The invoice should be duly certified by the C.M.O.[Head of Health Centre of IIT(ISM)] to which supply is made authorized for this purpose.

29. **Last date** for receipt of tenders and date & time for opening of the same is given above.

30. All tender must be send by Registered Post/Speed Post/Courier during IIT (ISM) working days, working hours only (i.e. Monday to Friday). Please note that no hand delivery of tender will be received at any circumstances. IIT(ISM) will not be held responsible for any postal delay.

31. IIT (ISM) reserves the right to accept or reject any or all the bids in part or in full without assigning any reason and does not bind himself to accept the lowest bid. The Institute at its discretion may change the quantity/quality/parameters/upgrade the criteria/drop any item(s) or part thereof at any time before or after placing the order. IIT(ISM) reserves the right to change/ cancel the purchase order at any stage without assigning any reason/ notice thereof.

32. In case of any dispute, the decision of IIT (ISM) shall be final and binding on the bidders/tenderers.

1. Tenderer / manufacturing unit which has been blacklisted / debarred for any item either by the Tender inviting authority or by any state Govt. or central Govt. Organisation cannot participate in the Tender for that item during the period of blacklisting / debarment.

2. The **Maximum Discount Offer on MRP /PTR** of Drugs/ medicine should be valid during Rate contract period.

3. Documents to be submitted(with the Technical bid):

- Certificate of registration issued by appropriate government for the required services
- Valid authorization letter for distributor/dealership certificate if not manufacturer.
- Valid up-to - date Manufacturing License
- Valid Drug license with the offer.
- Income Tax Returns for the past three years
- GST No./PAN.
- Annual turnover for the last three years
- A copy of the Audited Accounts Statement of the previous three years 2015-16 to 2017-18 in support of the annual average turnover of Rs. 3 .00 crore during previous year.
- List of Clients having rate contract for supply of medicines with the bidder with copy of agreement

- Certificates issued by reputed customers where the similar suppliers were rendered for the past two years.
  - Experience towards supply of the medicines to Govt/ Corporate Hospitals/ PSU Hospitals during the last three financial years
  - Self attested copies of credentials in support of capability to undertake the supply.
  - *The tender will be rejected if any one of the above documents is not furnished along with the tender document.*
4. The rate shall be F.O.R. IIT(ISM),Dhanbad basis and confirm for the period of supply.
  5. All ordered Medicines and medical consumables should be delivered to IIT,ISM, Health Centre, Dhanbad.
  6. Please submit satisfactory performance certificate of the customers (i.e. National Level Educational/research Institute, PSU/Railway etc.) for same/similar supply/ service.
  7. Inspection shall be carried out at IIT(ISM), Health Centre after arrival of the consignments and decision of the Institute in this regard shall be final.
  8. *Advance payment or part payment in any case is not permissible.*
  9. **Delivery Period:**
    - a) **Local Stockist**: 50% medicines to be supplied in 03 days rest in 07 days from the date of receipt of Purchase order.
    - b) **Out Station Stockist/Institutional(Govt. suppliers)** .: 100% Medicines to be supplied within 30 days.
    - c) The price for the medicine and medical consumables under the rate contract should in no way exceed the lowest price at which the party sells the medicines and medical consumable of identical description to any other govt. organisation during the period of the contract. Charged price must not be beyond the market prevailing rate. In case of reduction of price, the contract price will be automatically reduced and tax will be calculated on reduced price.
    - d) The pharmaceutical companies/authorized distributors and stockist should undertake to take back the expired medicines procured through them and the cost of expired medicines would be adjusted in subsequent bills.
    - e) In case any dispute the decision of IIT(ISM) shall be final and binding on the tenders.
    - f) IIT(ISM) reserves the right to reject any tender without assigning any reason thereof.

## **Annexure - 1**

### **List of Reputed Pharmaceutical Companies of Allopathic Medicine**

- |                           |                          |
|---------------------------|--------------------------|
| 1. Pfizer                 | 34. DWD                  |
| 2. Cipla                  | 35. Bayer                |
| 3. Sun Pharma+(Ranbaxy)   | 36. Modi Mundipharma     |
| 4. Lupin                  | 37. Raptakos             |
| 5. Torrent                | 38. Indchemie            |
| 6. Glaxo                  | 39. German Remedies      |
| 7. Novarties +(Sandoz)    | 40. Mapra                |
| 8. Alkem (All Division)   | 41. Cachet               |
| 9. USV                    | 42. Indoco               |
| 10. Franco India          | 43. Cadila Pharma        |
| 11. Unique                | 44. Micro                |
| 12. Dr. Reddys +(UCB)     | 45. Alembic              |
| 13. Apex                  | 46. Ajanta               |
| 14. Abbott                | 47. Win-Medicare         |
| 15. Zydus Cadila          | 48. Intas                |
| 16. Aristo (All Division) | 49. East India           |
| 17. Serdia- Pharmaceutal  | 50. Johnson & Johnson    |
| 18. IPCA                  | 51. MSD                  |
| 19. Aventis(Sanofi)       | 52. Mankind              |
| 20. Merck                 | 53. Albert David         |
| 21. Medley                | 54. Wallace              |
| 22. Astra zeneica         | 55. Emcure               |
| 23. Unichem               | 56. Biological E         |
| 24. Glenmark              | 57. Panacea Biotec       |
| 25. Shreya                | 58. IDPL [Govt.Co.]      |
| 26. Blue Cross            | 59. KarnatakaAntibiotic  |
| 27. Wockhard              | 60. Hindustan Antibiotic |
| 28. Macleods              | 61. Meyer                |
| 29. Wyeth lab.            | 62. Biocon               |
| 30. Juggat Pharma.        | 63. Dey,s                |
| 31. Biochem               | 64. RPG Life Science     |
| 32. Fourts                | 65.Aksigen.              |
| 33. Allergan              | 66. Organon              |

**PTO**

67. Icpa-Dental Care
68. Jawa Pharmaceuticals Ltd.
69. Molecule
70. Jupiter.
71. Hetero Health Care
72. Aksigen
73. FDC
74. Shine
75. Zenetica
76. Khandelwal Lab
77. Amra Pharma
78. GMH Pharma
79. Morepen
80. MEDSUN LifeScience
81. Stadmed
82. Shield
83. **KLARSEHEN**
84. Alcon Labroteries
85. Tulip Healthcare
86. Comed
87. Celsius Healthcare Pvt. Ltd.
88. Medsol
89. Arya Medisolutions Pvt. Ltd.
90. Ronyd
91. Omni Life Science
92. Nouveau Medicament (p)
93. Walter Busnhnell
94. Systopic Lab
95. Charak Pharma (Ayurvedic)
96. Himalaya (Ayurvedic)
97. Troika
98. Ramose
99. Java
100. Akumentis
101. BiPi Lifescience
102. Aglowmed
103. Goddres
104. Reliance
105. Wonder Pharma.
106. Anglo-French
107. Ordain Healthcare.
108. Eris
109. Tablet-India
110. TTK Healthcare Ltd.
111. Cratus Life Care
112. Aimil pharma.
113. Jubilant Life Sciences Ltd.
114. Bestochem Formulation Ltd.
115. Lilly
116. Overseas pharma.
117. Yash Pharma.
118. Strassenburg Pharma.
119. Tablet India.
120. Marikh Lifescience
121. Marc Labs.
122. Alchem
123. Srinivas
124. Doschemen Pharma.
125. Geno Pharma.
126. Consern Pharma
127. Centaur.
128. Adcock Ingram(Cosme+2 Division)
129. Themis lab.
130. Rochne
131. Ozone.
132. Palson Pharma
133. Welgenic Pharma

PTO

All others company which are GMP Certified & not comes under the Annexure - 1 on special demand from Patient or Emergency basis.  
(Vaccines & other Drugs).

- |  |                            |
|--|----------------------------|
| 1. Hindustan Syringes & Medical Devices Ltd. | 8. Anand bandage & plaster |
| 2. Romsons                                   | 9. Hicks Pvt.ltd           |
| 3. Bharat Surgical Industries.               | 10. Belladona plaster ltd. |
| 4. Johnson & Johnson.                        | 11. Indotech laboratories  |
| 5. M/s. Kalyani                              | 12. Suturs India           |
| 6. Das & Co.                                 | 13.M/S-Kalyani             |
| 7. Suin & Company.                           | 14. BSN Medical            |
|  | 15. Nir Life               |



**(To be printed on the letter head of the bidder)**

**(To be submitted with the Technical Bid)**

**ALL TERMS AND CONDITIONS OF THE NIT ARE ACCEPTED**

1	Name and address of the bidders	
2	Phone No., Email id. & Mobile No.	
3	Signature, name & designation of the person signing on behalf of the tenderer & his/her office seal	
4.	Aadhar No. of the authorized signatory	
5.	Bank Details.	

Seal & Signature with date of the bidder

HC-INS-130-18-19

Date: - 05.09.2018

**(To be printed on the letter head of the bidder)****(To be submitted with the Technical Bid)**

## **Technical Bid**

1.	Category: (Tick(✓) the relevant box)	
	A) Manufacture	
	B) Authorized Distributer	
2.	Name of the bidder & complete address with mobile no. & Email	
3.	If not manufacture, then name of the manufacturer.	
4.	License No	
5.	Validity period of the license	
6.	Income Tax Returns for past three years	
7.	GSTIN / PAN No.	
8.	Details of Annual turnover for last three years.	
9.	Valid Authorization Letter for distributors/ dealership Certificate, if not manufacturers for the acceptance of the offer	
10.	Experience towards supply of medicine to Govt/ Corporate Hospitals/ PSU Hospitals during last three financial years	
11.	Certificate issued by reputed customers where the similar Rate Contract were rendered for past five years	
12.	A copy of the Audited account statement of the previous years (2015-16 to 2017-18)	
13.	Manufacturer's Price list/Catalogue is attached indicating MRF of each of the product/Medicines.	
14.	A copy of this tender document is attached duly Seal & signed on all pages.	
15.	Tender cost (Rs 5900/-) Paid receipt attached.	
16.	EMD (Rs. 25000/-) attached.	

**Annexure-IV**

**(To be printed on the letter head of the bidder)**

**(To be submitted in separate sealed cover marked as Price Bid)**

**Format for Price Bid**

**HC-INS-130-18-19**

**Date: - 05.09.2018**

We hereby offer our percentage discount of M.R.P. of the manufacturer's price list/ catalogue as follows:

Offered percentage discount Rate on MRP of manufacturer's Price list	
In figure	In Words

Copy of the manufacturer's price list is attached.

Seal & Signature