

**TENDER PAPER FOR SUPPLY OF MEDICINES TO  
SVPPGIP, CUTTACK  
FOR THE YEAR 2019-20**

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Cost of Tender Paper-	500/- (Five hundred only)
Last date of Submission of tender paper-	15/11/2019 up to 4PM
Date of Opening of tender (Technical bid) -	18/11/2019 at 2.30PM
Date of Opening of Cover-B (Price bid):	18/11/2019 at 2.30PM
Place of Opening of tender paper- SVPPGIP, Ctc-2	Office of the Superintendent,

Address for Communication-	Superintendent, SVPPGIP, Ctc-2
Telephone No.	0671-2508978
Fax No.	0671-2508978
Email ID-	svppgip_cuttack@rediffmail.com

Superintendent  
SVPPGIP, Cuttack

*[Handwritten signature]*

## SALE OF TENDER / BID DOCUMENT

A complete set of bidding documents may be download by prospective bidders from the Institution website available at **www.svppgip.org**.The Tender Paper cost fee of Rs.500/- (Non-refundable) by way of Demand Draft drawn in favor Superintendent, SVPPGIP, CTC payable at Cuttack. DD should be enclosed along-with the Technical Bid. The Bidders should specifically super scribe, "DOWNLOADED FROM THE WEBSITE" and tender for "supply of Medicines" on the outer envelope containing Technical Bid and Price Bid separately. The Tender Paper cost fee and the EMD amount should be submitted separately in separate demand drafts. The tender should reach by regd./speed post only. 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 document and the Superintendent, SVPPGIP, Cuttack shall have no responsibility for any delay / omission on part of the bidder.

- a) Price of bid document                      Rs.500.00 (Non-refundable)

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



## BRIEF INSTRUCTION TO THE BIDDERS

### TERMS AND CONDITIONS

- 1.1 Sealed tenders must be received on or before Dated.15/11/2019 up to 4.00 P.M. by the Office of the Superintendent, SVPPGIP, Cuttack from intending supplier for Supply of Medicines on rate contract basis during the year as an when required. Any tender received after the due date & time will be rejected / returned to the sender unopened.
- 1.2 The bidder(s) are to submit their tender in separate sealed covered envelopes for technical bid and commercial bid by super scribing Cover "A" (Technical Bid) & Cover "B" (Price Bid) and both the covers should be put into a third Cover, which should be super scribed as "Tender for the Supply of Medicines. The name of firm and contact number must be written.
- 1.3 The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened at the **O/o Superintendent, SVPPGIP, Cuttack** on date 18/11/2019 at 12.30pm. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.
- 1.4 No tender documents can be accepted after the expiry of scheduled date and time for receipt of bids.
- 1.5 It will be the responsibility of the supplier for ensuring the products supplied are from GMP certified company.
- 1.6 It will be the responsibility of the supplier for ensuring the good quality medicine. Hospital shall not be liable for any problem relating to quality.
- 1.7 If the firm fails to supply any one item from supply order then the total approval will be cancelled.
- 1.8 If the firm fails to supply within stipulated duration given to them then the order will be cancelled.

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## **ELIGIBILITY CRITERIA**

2.1. Bidders are eligible to participate in the tender provided, they have

- (i) The firm should be a GST Registered firm
- (ii) The firm should have Valid Drug license or if not should apply for renewal before expiry period of license.
- (iii) The firm should have turnover of above 20 lakh of last three consecutive years per year (CA Audit copy should be attached).
- (iv) The firm should not blacklist either by the tender inviting authority or by any state Govt. or Central Govt. organization.

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

### **COVER—A (TECHNICAL BID) :**

- 3.1 Earnest Money Deposit of Rs 5,000(Five thousand) in shape of Demand Draft.
- 3.2 Tender paper cost Rs.500/- in shape DD.
- 3.3 Copy of Valid Drug license or if applied for renewal then the acknowledgement receipt copy of deposit before expiry period.
- 3.4 Copy of up-to-date last GST return copy.
- 3.5 Photo copy of Pan Card which should be in the name of firm or in the name of proprietor.
- 3.7 Declaration through affidavit regarding non black listed by any state Govt. or Central Govt. organization.
- 3.8 GST Registration Certificate.
- 3.9 Undertaking in stamp paper in regards that the vender will supply product of GMP Certified company only.
- 3.10 Turnover of not less than 20 lakhs in last three years (CA Audited copy must be attached)
- 3.11 List of documents submitted indicating page no's in separate sheet.

### **COVER – B (PRICE BID)**

4. The tender format giving the quoted rate for the items should be sent in a separate sealed Cover hereafter called Cover "B" (Price Bid).

The Cover –B (Price Bid) will be opened only of the tenderers who qualify in Technical Bid (Cover – A) and product is as per tender specification.

4.1 The tenderer must be submitted the net price of the items inclusive of packing, forwarding, freight (door delivery), but exclusive of GST in the format provided. The rate should be quoted for each item both in figures and words. In case of difference in words and figures, then words value will be taken into consideration for evaluation.

### **REJECTION OF TENDER**

**The tender paper will be rejected, if any of the required documents are not submitted with the tender:**

