

NOTICE INVITING TENDER (E-PROCUREMENT MODE)

## NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

MAHATMA GANDHI AVENUE

DURGAPUR –713 209, WEST BENGAL, INDIA

FAX: +91-343-275 7375 E-mail: drps@admin.nitdgp.ac.in Website: www.nitdgp.ac.in

Contact No.:9434788157

Tender No: NITD/PS/Medicine/133/2/2022-23

Date: 30.05.2022

### Notice Inviting Tender

National Institute of Technology Durgapur is in the process of purchasing following item(s).

The details are given as under.

<b>Items</b>	NOTICE INVITINGE-TENDER FOR supply of <b>Medicine and Consumable Medical Items.</b>
Earnest Money Deposit to be submitted	<b>INR. 50,000/-</b>
Validity of Medicine and other Consumable medical product.	Must be One year from the date of delivery.
Performance security	The successful bidder must submit before release of payment a valid bank guarantee on any Scheduled commercial bank amounting 5% of the order value towards Performance Security for next one year.
Completion/Delivery Period in Calendar Days	Within 15 days from the date of issuing Purchase Order /Work Order/ Award of Contract.

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## SCHEDULE

Name of Organization	<b>National Institute of Technology Durgapur</b>
Tender Type (Open/Limited/EOI/Auction/Single)	Open
Tender Category (Services/Goods/works)	Goods
Type/Form of Contract (Work/Supply/Auction/Service/Buy/Empanelment/ Sell)	Supply
Source of Fund (Institute/Project)	Institute
Is Multi Currency Allowed	NO
Date of Issue/Publishing	30/05/2022
Document Download/Sale Start Date	30/05/2022
Date for Pre-Bid Conference	08/06/2022 Time: 11:00Hrs.
Bid Submission Start Date	30/05/2022
Document Download/Sale End Date	20/06/2022 Time: 16:00 Hrs.
Venue of Pre-Bid Conference	Senate Hall, S.N. Roy Memorial Building, NIT Durgapur.
Last Date and Time for Uploading of Bids	20/06/2022 Time: 16:00 Hrs.
Date and Time of Opening of Technical Bids	21/06/2022 Time: 10:00 Hrs.
EMD	<b>INR. 50,000/-</b>
No. of Covers (1/2/3/4)	02
Bid Validity days	60 days (From date of opening of price bid)
Address for Communication	Asit Kumar Joint Registrar (Estt.). NIT Durgapur Addl. Charge, Procurement. Durgapur – 713209. M.G. Avenue, W.B.
Contact No.	<a href="tel:9434788157">9434788157</a>
Email Address	<a href="mailto:drps@admin.nitdgp.ac.in">drps@admin.nitdgp.ac.in</a>
ITI Helpdesk Contact No. and mail address	Helpdesk Number - 011-49606060 <a href="mailto:ewizardhelpdesk@gmail.com">ewizardhelpdesk@gmail.com</a> Mr. SK Tariq- 9355030608 <a href="mailto:epochelpdesk.35@gmail.com">epochelpdesk.35@gmail.com</a> Mr. Saikat Pal - 9355030620 <a href="mailto:epochelpdesk.38@gmail.com">epochelpdesk.38@gmail.com</a>

### ***PROCEDURE FOR SUBMISSION OF E-TENDER***

The bidders are required to submit soft copies of their bid electronically on the e-Wizard Portal using valid Digital Signature Certificates (Both Signing and Encryption). Below mentioned instructions are meant to guide the bidders for registration on the e-Wizard Portal, prepare their bids in accordance with the requirements and submit their bids online on the e-Wizard Portal. For more information, bidders may visit the e-Wizard Portal <https://mhrd.euniwizarde.com>

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## 1. REGISTRATION PROCESS ON ONLINE PORTAL

- o Bidders to enrol on the e-Procurement module of the portal <https://mhrd.euniwizard.com> by clicking on the link “Bidder Enrolment” as per portal norms.
- o The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the e-Wizard Portal.
- o Bidders must provide the details of PAN number, registration details etc. as applicable and submit the related documents. The user id will be activated only after submission of complete details. The activation process will take minimum 24 working hours. After completion of registration payment, you can also send your acknowledgement copy on our help desk mail id ewizardhelpdesk@gmail.com for activation of your account.
- o Bidders to register upon enrolment their valid Digital Signature Certificate (DSC: Class III Certificates with signing key and encryption usage) issued by any Certifying Authority recognized by CCA India with their profile.
- o A bidder should register only one valid DSC. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others, which may lead to misuse. Foreign bidders are advised to refer “DSC details for Foreign Bidders” for Digital Signature requirements on the portal.
- o Bidder then logs in to the site through the secured login by entering their user ID/password and the password of the DSC / e-Token.

## 2. Tender Document Search

- o Various built-in options are available in the e-Wizard Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
- o There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, a form of contract, location, date, other keywords, etc. to search for a tender published on the Online Portal.
- o Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective ‘Interested Tenders’ folder. This would enable the Online Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- o The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

## 3. Bid Preparation

- o Bidder should take into account any corrigendum published on the tender document before submitting their bids.

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- o Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- o Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each document that needs to be submitted. Any deviations from these may lead to rejection of the bid.
- o Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/PNG, etc. formats.

#### **4. Bid Submission**

- o Bidder to log into the site well in advance for bid submission so that he/she uploads the bid in time i.e., on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- o The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- o Bidders must pay required payments (Form fee, EMD, Tender Processing Fee etc) as mentioned before submitting the bid
- o Bidder to select the payment option mode as specified in the Schedule (EMD/FORM FEE Section) to pay the form fee/ EMD wherever applicable and enter details of the instrument.
- o A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format and no other format is acceptable.
- o The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, the opening of bids, etc. The bidders should follow this time during bid submission.
- o All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
- o The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- o Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- o Kindly have all relevant documents in a single PDF file.
- o The off-line tender shall not be accepted and no request in this regard will be entertained whatsoever.

#### **5. Amendment of bid document**

At any time prior to the deadline for submission of proposals, the institutions reserve the right to add/ modify/ delete any portion of this document by the issuance of a Corrigendum,

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which would be published on the website and will also be made available to the all the Bidder who has been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

## 6. Instruction to Bidders

- o Process for Bid submission through ITI E-wizard portal is explained in Bidder Manual. Bidders are requested to download Bidder Manual from the home page of website (<https://mhrd.euniwizarde.com>). Steps are as follows:

**(Home page ⇒ Downloads ⇒ Bidder Manuals).**

- o The tenders will be received online through portal <https://mhrd.euniwizarde.com>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- o Possession of Valid Class III Digital Signature Certificate (DSC) in the form of smart card/ e-Token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://mhrd.euniwizarde.com>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available on the web site <https://mhrd.euniwizarde.com> under the link 'DSC help'.

Tenderers are advised to follow the instructions provided in the 'User Guide and FAQ' for the e- Submission of the bids online through the ITI e-Wizard Portal for e-Procurement at <https://mhrd.euniwizarde.com>

- o The bidder has to “**Request the tender**” to portal before the “**Date for Request tender document**”, to participate in bid submission.

7. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

8. Any order resulting from this e-tender shall be governed by the terms and conditions mentioned therein.

9. No deviation to the technical and commercial terms & conditions allowed.

10. The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of the bids

### How to Submit the bid?

1. Whenever, EMD/ Form fees are sought, bidders need to pay the form fee and EMD separately On-line through **RTGS** (or alternatively **Demand Draft** may be sent to the address for communication mentioned in schedule, if mode of payment is through **DD**). Account details are given below.

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Account Name: NIT Society Durgapur  
Bank Name: State Bank of India  
Branch: NIT Durgapur, Durgapur-713209, Dist.- Paschim Bardhaman,  
West Bengal, Pin- 713209  
IFSC Code: **SBIN002108**  
Bank Account Number: **11520034072**  
MICR Code: **713002204**

**(Scanned copy of the RTGS challan should be submitted at the technical folder)**

2. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
3. **Bidder may submit bid either one or more or all of the Schedules.**
  4. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
  5. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
  6. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
  7. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
  8. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

#### **ASSISTANCE TO BIDDERS**

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

#### **GENERAL INSTRUCTIONS TO THE BIDDERS**

1. Possession of a Valid Class III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities. Digital Signature Certificates can be obtained from the authorized certifying agencies, details.

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Contact No.:9434788157

NOTICE INVITING TENDER NO.: NITD/PS/Medicine/133/2/2022-23			Date: 30.05.2022
Sl.	Name of Medicine	Name of company	Quantity
<b>SCHEDULE - 1</b>			
1	Tab. Paracetamol (650)	i) Calpol 650 ( G.S.K) ii) Admol 650 (Ethicare P.P.Z.T.D) iii) Crocin 650 (Glaxo) iv) P-650 (Apex)	7500 tab
2	Tab. Paracetamol (500)	i) Calpol 650 ( G.S.K) ii) Admol 650 (Ethicare P.P.Z.T.D) iii) Crocin 650 (Glaxo) iv) P-650 (Apex)	3000 tab
3	O.R.S (21.80gm) Packet Based on W.H.O Formula	i) Electral (F.D.C)	2000 pkt.
4	Tab. Azithromycin (500mg)	i) Zady (Mankind) ii) Azithral (Alembic) iii) Verzit (Karnataka A.L.T.D) iv) Myaz (Anhox)	7500 tab
5	Tab. Telmisartan (40mg)	i) Tazloc (U.S.V. L.T.D) ii) Telma (Glen mark) iii) Telmakind (Mankind)	10000 tab
6	Tab. Amlodipine (5mg)	i) Amlodac-5 -( Zydus, Cardivas) ii) Stamlo-5- (Reddy's) iii) Amlopress-5- (Cipla)	50000 tab
7	Tab. Amlodipin (2.5mg)	i)Amlodac-2.5- (Zydus, Cardivas) ii)Stamlo-2.5-( Reddys) iii)Amlopress-2.5- (Cipla)	5000 tab
8	Tab. Metformin (500mg)	i) Glyciphase (Franco India) ii) Wallaphage (Wallace) iii) Glycomet (U.S.V)	20000 tab
9	Tab. Trypsin & Chymotrypsin-100000 Armour unit	i) Chymoral Forte (Elder) ii)Chymocip (Cipla) iii)T C Forte	6,000 tab
10	Tab. Alprazolam (0.25mg)	i)Trika (unichem) ii)Alprax (Torrent) iii)Zolam (Stadmed)	6,000 tab
11	Tab. Hydro chlorothiazide (12.5mg)	i) Aquazide (Sun pharma) ii) Hydrazide (Cipla) iii) Hydride (Micro Lab)	6,000 tab
12	Tab. Atorvastatin (10mg)	i) LipiKind-10 (Mankind) ii) Atacor-10 (Dr. Reddy's) iii) Atrova (Cadila)	10000 tab

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		Atorlip (Ranbaxy)	
13	Tab .Amoxicillin (500mg) & Potassiumclavulanate (125mg)	i) Moxikind-C.V625 (Mankind) ii) Apcil 625 (Juggat Pharma) iii) Verclav (Karnataka Antibiotic L.T.D) iv) Moxclav 625 (Cipla)	7500 tab
14	Cap. Vit. B.Complex	i)Cap Zincovit ( Apex) ii)Cap Cobadex Forte (G.S.K) iii)Cap Becozyme C Fort (Roche)	15000 cap
15	Tab. Metronidazole (400mg)	i) Flagyl (Nicholas Piramol) ii) Metrogyl (J.B chemical) iii)Aristogyl (Aristo)	5000 tab
16	Tab. Glimepride (2mg)	i) G.P-2 (U.S.V) ii) Amaryl -2 (Sanofi) iii) Glimer-2 (Abbott)	15000 tab
17	Tab. Glimepride (1mg)	i) G.P-1 (U.S.V) ii) Amaryl -1 (Sanofi) iii) Glimer (Abbott)	3000 tab
18	Cap. Karvol Plus	i) Karvol Plus (Indoco Remedies)	2000 cap
19	Tab. Aciclofenac(100mg) + Paracetamol (500mg)	i)Numol A( Karnataka Antibiotic) ii)Temfix Acc ( Sandoz) iii)Hifenac P ( Intas)	5000 tab
20	Tab. Losartan Potassium	i) Lotace 50 (Karnataka Antibiotic) ii)Repace 50 (Sun Pharma) iii) Losakind 50 (Mankind/Discovery)	3000 tab
21	Tab Hyoscyamine Sulphate DT (0.125mg)	i) Hyocimax – S (Zydus) ii) Buscogast (Boehringer Ingelhemi)	3000 tab
22	Tab. Levocetirizine (5mg) + Montelukast (10mg)	i)Monticope ( Discovery Mankind) ii) L.Lodizin-M (Sandoz) iii) Monlevo (Franco) iv) Romilast-L (10) (Ranbaxy)	15000 tab
23	Tab. Betahistine Dihydrochloride (8mg)	i) Vertistar (Mankind) ii) Vertin (Abbott) iii) Betavert (Sun Pharma)	3000 tab
24	Lacto Bacillus Sachet	i) Ozolab (Ozone Pharma) 0.15 billion ii) Darolac (Aristo) 1.25 billion iii) Lactiflora (Dr. Reddy's) 1 billion	3000 pkt.
25	Tab. Pantoprazole 40mg	i)Pantop 40 (Aristo) ii)Pantakind 40 (Discovery Mankind) iii)Pan 40 (Alken) iv) Pantocid 40 (Sun Pharma)	40000 tab
26	Tab. Ondansetron 4mg	i)Ondem MD (Alkem Laboratories) ii)vomikind MD (Mankind Pharmaceuticals)	5000 tab
27	Tab. Chlorzoxazone 500mg + Paracetamol 500mg + Diclofenac sodium 50mg	i) Mobizox (Ranbaxy) ii) Lupizox (Lupin) iii) Myospaz (win Medicare)	4000 tab
28	Tab. Cefpodoxime Proxetil (200mg)	i)Cepodem (Sun Pharma) ii)Spectratil (Apex) iii)Metoxim (Novartis) iv) Opox (Hetero Health Care)	7500 tab
29	Metoprolol Succinate Extended Release Tablets 50mg	i) Met XL 50 (Ajanta pharma limited)	3000 tab
30	Tab Salbutamol (4mg) & Theophylline (200mg)	i) Theo asthalinforte (Cipla)	2000 tab

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		ii) Ventiphylline forte (Yash Pharma)	
31	Tab Ornidazole (500mg)	i) Ornida (Aristo) ii) Orni (Zydus Cadila) iii) Entamizole Plus (Abbott)	7500 tab
32	Tab Ofloxacin (200mg)	i) Zenflox (Mankind) ii) Zancin (Ranbaxy) iii) Prohox (Anhox) iv) Oflox (Cipla) v) Oflomac (Macleods)	5000 tab
33	Tab Levofloxacin (500mg)	i) Glevo (Glenmark) ii) Leon (Dr. Reddy's) iii) Loxof (Ranboxy) iv) Levotas (Intas) v) L-cin (Lupin)	2000 tab
34	Antifungal & Antibiotic ointment Clotrimazole-1% Beclamethosone-0.25% Neomycin Sulphate-0.5%	i) Magnaderm (Anhox) ii) Quadriderm (M.S.D)	500 tube
35	Tab. Levocetizine (5mg)	i) Dicet-L (Anhox) ii) Lecope (Mankind) iii) Lezyncet (Unichem) iv) Vozet (Glaxo)	5000 tab
36	Normal Saline Sodium Chloride 0.9% Infusion	i) Nirlife ii) Romsons	150 bottles
37	Compound Sodium Lactate/Ringer Lactate Infusion	i) Nirlife ii) Romsons	150 bottles
38	Inj. Pantoprazole IV (40mg)	i) Pan IV (Alkem) ii) Pantop (Aristo)	100 vials
39	Inj. Ondansetron 4mg/2ml	i) zofer (Sun Pharma) ii) Ondem (Alkem Laboratories)	100 vials
40	5% Dextrose infusion	i) Nirlife ii) Romsons	100 bottles
41	Diclofenac Spray with Linseed Oil & Methyl Salicylate (143ml) Phial	i) Volini / Volitra (Ranbaxy) ii) Relaxyl (Franco Indian)	20 Ph

## SCHEDULE - 2

42	Disposable Syringe (2cc)	i) Dispo Van (Hindustan Syringes)	7000 tab
43	Disposable Syringe (5cc)	i) Dispo Van (Hindustan Syringes)	5000 tab
44	Disposable Syringe (10cc)	i) Dispo Van (Hindustan Syringes)	2000 tab
45	Rubber Gloves (Sterile) size : 7	i) Any Standard Company with one specimen ii) Surgicare (Kanam Laten industries private Ltd.) iii) Medigrip (Sri Anushaman Rubber industries Pvt. Ltd.)	2000 pairs
46	Rubber Gloves (Sterile) size : 6.5	i) Any Standard Company with one specimen ii) Surgicare (Kanam Laten industries private Ltd.) iii) Medigrip (Sri Anushaman Rubber industries Pvt. Ltd.)	1,000 Pairs
47	A.B. Cotton (Net 400 Gram)	Any Standard Company with one specimen	20 Roll

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			(net 400 gr.)
48	Gauge in than	Any Reputed Company With one Specimen	200 Than
49	Ethilon (3-0) (Suture Material) (Non absorbable sterilised)	Any Standard Company with one specimen	25 pkt. pkt=12pcs
50	Ethilon (2-0) (Suture Material) )(Non absorbable sterilised)	Any Standard Company with one specimen	20 pkt. pkt=12pcs
51	Scalp vein 22G	i) Romsons ii) Or any Standard Company	100 pcs.
52	Intra venous cannula Size: 20	i)Venflon (Becton Dickinson India Pvt Ltd) ii)Romsons	200 pcs
53	Intra venous cannula Size: 22	i) Venflon (Becton Dickinson India Pvt Ltd) ii)Romsons	100 pieces
54	Non sterile latex gloves Size:7	Any Standard Company	5000 pairs

## **Credentials:**

The bidder must have the following credential:

- If the bidder is not the manufacturer, it must produce the Manufacturer's Tender Specific Authorization certificate regarding the supply.
- Bidder must produce 40% credential (e.g. Purchase Order, Contract Order etc.) of sale similar type of supply in the last 3 years of the total order value.

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### **General Terms and Conditions**

1. In this tender document, the Institute means “National Institute of Technology Durgapur (NIT Durgapur)”; the **Buyer** means **NIT Durgapur** and **Seller/ Supplier** means the successful bidder who will be awarded the Purchase Order (PO); The words “**Tender**” and “**Bid**” are used interchangeably having same meaning. Here, the word **Supply/Agreement/Contract/Project** means the **Purchase Order** for the goods given in the scope of the work. Goods/Items/Works mean the items/service mentioned in the scope of work. A Tender/ Bid Document means all the pages of this document consisting of Terms and Conditions, Specifications, Bid Formats, Undertaking, etc.

2. **Scope of Work:**

To supply Medicine and Consumable Medical Items to NIT Durgapur.

3. **Format for submission of bid:**

The bid shall be submitted only in the **forms and formats** attached with this bid document and every page of the bid document should be signed and stamped by authorized person. The bid should be placed by the bidders in their original letter head inter alia furnishing all the required details like valid Drug License, Trade License, GSTIN number, PAN, Bank details, complete contact details (Postal address, email and contact numbers) of their office, etc. All bidding documents and rate quotations must be in English. One signed copy of the tender document with bidding firm seal, agreeing to the terms & conditions and declaration etc. must also form part of the submitted bid.

4. **Enclosures:**

The bidder must attach the suitable, valid supporting documents as per particulars of **Annexure-A, Annexure-B, Annexure-C and Annexure-D**. The Bid should be submitted in the specific format of this tender document in sealed envelope. All the enclosures attached with the bid shall also be signed and stamped. The bid must comprise of followings:

- (i) A clause by clause compliance on Terms and Conditions of the tender, requirements, specifications etc.
- (ii) Duly filled, signed and stamped Bidder Details (Annexure-B), Undertaking (Annexure-C) and (Annexure-D).
- (iii) All the certificates and declarations required under the Specific Conditions of this Tender/ Bid document.
- (iv) The bidder may submit Scan Copy of self attested and stamped photocopies of purchase order, records and satisfactory certificates of supplying similar items in

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Government Organizations.

- (v) Scan Copy of Self attested and stamped photocopy of Valid Drug License of the supplier for Medicines **(Schedule - I)**.
- (vi) Scan Copy of Self attested and stamped photocopy of Valid Trade license/ Certificate of registration (as applicable) of the supplier in the required business/field.
- (vii) Scan Copy of Self attested and stamped photocopy of Valid GST certificate.
- (viii) Scan Copy of Self attested and stamped photocopy of the PAN card of proprietor/firm/company.
- (ix) The enclosed formats in original should be used for the Bids. All sheets submitted must be signed by the authorized signatory of the company and duly affixed with firm's stamp. Additional sheets, duly authenticated may be attached to elucidate specific issue, if any.
- (x) Authorization letter from Manufacturing Company or Distributors must be submitted.

**Non-compliance of any of the above may result in rejection of the bid summarily and no query in this regard shall be entertained.**

#### **6. Force Majeure:**

During the pendency of the service agreement if the performance in whole or part thereof, by either party is prevented/delayed by causes arising due to any war, hostilities, civil commotion, act of public enemy, sabotage, fire, floods, explosion, epidemics, non-availability of materials or any other causes including breakdown of equipment beyond their reasonable control. Neither of the two parties shall be made liable for loss or damage due to delay or failure to perform the contract during the pendency of forced conditions provided that the happenings are notified in writing within 7 days from the date of occurrence. The supply of medicine and consumable medical items shall be resumed under the contract as soon as possible after the restoration of normalcy. The Institute reserves the right to grant time period extension on the request of bidder or otherwise.

#### **7. Jurisdiction of Courts:**

In all matters and disputes arising here under, the appropriate Courts at Durgapur only shall have jurisdiction to entertain and try them only after the failure of arbitration process, if any.

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**Specific Terms & Conditions**

1. The items shall be supplied to NIT Durgapur within 15 days of releasing the purchase order.
2. Bidder should have valid GST registration for the financial year 2022-23 and contract period. Invoices/bills with serial numbers and printed with valid GSTIN number shall be accepted.
3. **The bidders are required to provide the percentage discount offered by the bidder on the medicine/consumable medical items on the Printed MRP of the items. No extra above the price after discount on MRP shall be paid on any account.**
4. The contract period for discount offer shall be initially for a period of one (1) year or suitable period decided by the competent authority. Extension may be given based on satisfactory services and approval of the competent authority.
5. Supplied medicine and consumable medical items should have a validity of at least one year from the date of delivery, i.e. date of expiry of the supplied medicine should be at least after a period of one year from the date of delivery. In case the supplied medicine don't offer validity of one year from the manufacture then such medicine can be accepted as per the actual validity.
6. Bidder must be solely liable to supply the genuine and valid medicines/ consumable medical items.
7. Bidder should be **black listed and face legal action, penalty** in case it is found that the supplied medicines and consumable medical items are **expired and/or counterfeit**. Moreover no payment should be made in such cases.
8. Bid or Tender may be cancelled or delivered materials may be not accepted fully or partially at any time if it is found that **materials differ** or deviate from the mentioned requirements in the PO.
9. **Packaging, forwarding, insurance (if any), transportation charges should be inclusive in the price.** For any damage/loss during transit, **supplier** will be solely responsible and damaged/ lost materials must be replaced by supplier at their own cost.
10. **Validity:** Bids shall remain valid for the entire contract period from the tender closing date.
11. All the terms and conditions mentioned herein and the PO must be strictly adhered to by all the bidders. Conditional tenders shall not be accepted on any ground and shall be rejected straightway.

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12. The information/ orders/ notices, etc. communicated through **E-mail** as provided by the firms/suppliers shall be treated authentic means of communication for all purposes. Providing the **correct contact details (Telephone/mobile No., official E-mail IDs, address, etc.)** shall be the sole responsibility of the bidders/firms/suppliers.
13. If supplier fails to deliver the material within the delivery period, NIT Durgapur may cancel full order or parts of the order. NIT Durgapur also reserves the right to place the Purchase Order to other bidder or supplier in case of failure of the successful bidder.
14. Bidder may choose authorized representative with proper authorization letter for attending tender document opening.
15. NIT Durgapur reserves right to award Contract/Purchase order to one or more bidder.
16. Delivery of the materials shall be to the satisfaction in all terms of NIT Durgapur, else no payment will be made. NIT Durgapur can return Medicines & Consumable Medical items for immediate replacements, if the supplied items are not offering required validity. The complete liability including financial expenditure of replacing such Medicines and Consumable Medical items within 10 days from the date of return lies with the supplier only. The decision of competent authority of NIT Durgapur shall be final and binding on Firms/Suppliers. NIT may ask for proof of bills or other relevant document for purchase of the material as per desired standard specification.
17. **Liquidated Damages (LD) and Penalty Clause for Delay:**

The Buyer may, at his discretion, withhold any payment until the completion of the delivery/supply of all the items as per the contract. The **Buyer** may also deduct any amount from the **Seller** (successful bidder) payment due as deemed necessary.

In case of delay attributed solely to the negligence of the firm (service provider) in the execution of supply of items, service, etc., penalties at the following rates shall be imposed. The delay shall be based on the agreed implementation schedule as per the service level agreement/bid document:

- (a) 1% of the total cost for delay upto 15 days (delivery period is 15 days from the date of PO).
- (b) 2% of the total cost for delay more than 15 days but less than 30 days ((delivery period is 15 days from the date of PO).

The competent authorities of the Institute reserve the right to increase the supply/service etc. time period on the request of the firm or its own reasons or waive off the penalty. Maximum delay of 30 days shall be tolerable, beyond which the order/agreement is liable to be cancelled. The loss incurred due to non-performance of the firm/vendor will be recovered from the firm/vendor.

**18. Payment Terms:**

It will be mandatory for the Bidders to provide bank details for e-payment. 100% payment shall be made in Indian Rupees and in favour of Seller/ Supplier through

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cheque/ e-payment after delivery.

**19. Advance Payments:** No advance payment(s) will be made.

**Note Carefully:** The Bidder is required to read and examine all the terms and conditions, specifications and instructions given in the Tender/Bid document with full understanding of its implications. Failure to furnish any information required for submission of a bid or bids not substantially responsive in every respect may result in outright rejection. The Bidder is required to give and undertaking of understanding and acceptance of all the terms and conditions mentioned in the Bid document. The sole responsibility in all respect lies with the bidder and NIT Durgapur shall not be held responsible in any respect in this regard.

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**NIT DURGAPUR  
(Annexure - A)**

**Compliance Sheet**

<b>NOTICE INVITING TENDER NO.: NITD/PS/Medicine/133/2/2022-23</b>				<b>Date: 30.05.2022</b>
<b>SCHEDULE - 01</b>				
<b>Sl. No.</b>	<b>Name of Medicines</b>	<b>Name of company</b>	<b>Quantity</b>	<b>Compliance Yes/No</b>
1	Tab. Paracetamol (650)	i) Calpol 650 ( G.S.K) ii) Admol 650 (Ethicare P.P.Z.T.D) iii) Crocin 650 (Glaxo) iv) P-650 (Apex)	7500 tab	
2	Tab. Paracetamol (500)	i) Calpol 650 ( G.S.K) ii) Admol 650 (Ethicare P.P.Z.T.D) iii) Crocin 650 (Glaxo) iv) P-650 (Apex)	3000 tab	
3	O.R.S (21.80gm) Packet Based on W.H.O Formula	i) Electral (F.D.C)	2000 pkt.	
4	Tab. Azithromycin (500mg)	i) Zady (Mankind) ii) Azithral (Alembic) iii) Verzit (Karnataka A.L.T.D) iv) Myaz (Anhox)	7500 tab	
5	Tab. Telmisartan (40mg)	i) Tazloc (U.S.V. L.T.D) ii) Telma (Glen mark) iii) Telmakind (Mankind)	10000 tab	
6	Tab. Amlodipine (5mg)	i) Amlodac-5 -( Zydus, Cardivas) ii) Stamlo-5- (Reddy's) iii) Amlopress-5- (Cipla)	50000 tab	
7	Tab. Amlodipin (2.5mg)	i)Amlodac-2.5- (Zydus, Cardivas) ii)Stamlo-2.5-( Reddys) iii)Amlopress-2.5- (Cipla)	5000 tab	
8	Tab. Metformin (500mg)	i) Glyciphase (Franco India) ii) Wallaphage (Wallace) iii) Glycomet (U.S.V)	20000 tab	
9	Tab. Trypsin & Chymotrypsin-100000 Armour unit	i) Chymoral Forte (Elder) ii)Chymocip (Cipla) iii)T C Forte	6,000 tab	
10	Tab. Alprazolam (0.25mg)	i)Trika (unichem) ii)Alprax (Torrent) iii)Zolam (Stadmed)	6,000 tab	
11	Tab. Hydro chlorothiazide (12.5mg)	i) Aquazide (Sun pharma) ii) Hydrazide (Cipla) iii) Hydride (Micro Lab)	6,000 tab	
12	Tab. Atorvastatin (10mg)	i) LipiKind-10 (Mankind) ii) Atocor-10 (Dr. Reddy's) iii) Atrova (Cadila) Atorlip (Ranbaxy)	10000 tab	
13	Tab .Amoxycillin (500mg) &	i) Moxikind-C.V625 (Mankind) ii) Apcil 625 (Juggat Pharma)	7500 tab	

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	Potassiumclavulanate (125mg)	iii) Verclav (Karnataka Antibiotic L.T.D) iv) Moxclav 625 (Cipla)		
14	Cap. Vit. B.Complex	i)Cap Zincovit ( Apex) ii)Cap Cobadex Forte (G.S.K) iii)Cap Becozyme C Fort (Roche)	15000 cap	
15	Tab. Metronidazole (400mg)	i) Flagyl (Nicholas Piramol) ii) Metrogyl (J.B chemical) iii)Aristogyl (Aristo)	5000 tab	
16	Tab. Glimepride (2mg)	i) G.P-2 (U.S.V) ii) Amaryl -2 (Sanofi) iii) Glimer-2 (Abbott)	15000 tab	
17	Tab. Glimepride (1mg)	i) G.P-1 (U.S.V) ii) Amaryl -1 (Sanofi) iii) Glimer (Abbott)	3000 tab	
18	Cap. Karvol Plus	i) Karvol Plus (Indoco Remedies)	2000 cap	
19	Tab. Aciclofenac(100mg) + Paracetamol (500mg)	i)Numol A( Karnataka Antibiotic) ii)Temfix Acc ( Sandoz) iii)Hifenac P ( Intas)	5000 tab	
20	Tab. Losartan Potassium	i) Lotace 50 (Karnataka Antibiotic) ii)Repace 50 (Sun Pharma) iii) Losakind 50 (Mankind/Discovery)	3000 tab	
21	Tab Hyoscyamine Sulphate DT (0.125mg)	i) Hyocimax – S (Zydus) ii) Buscogast (Boehringer Ingelhem)	3000 tab	
22	Tab. Levocetizine (5mg) + Montelukast (10mg)	i)Monticope ( Discovery Mankind) ii) L.Lodizin-M (Sandoz) iii) Monlevo (Franco) iv) Romilast-L (10) (Ranbaxy)	15000 tab	
23	Tab. Betahistine Dihydrochloride (8mg)	i) Vertistar (Mankind) ii) Vertin (Abbott) iii) Betavert (Sun Pharma)	3000 tab	
24	Lacto Bacillus Sachet	i) Ozolab (Ozone Pharma) 0.15 billion ii) Darolac (Aristo) 1.25 billion iii) Lactiflora (Dr. Reddy's) 1 billion	3000 pkt.	
25	Tab. Pantoprazole 40mg	i)Pantop 40 (Aristo) ii)Pantakind 40 (Discovery Mankind) iii)Pan 40 (Alken) iv) Pantocid 40 (Sun Pharma)	40000 tab	
26	Tab. Ondansetron 4mg	i)Ondem MD (Alkem Laboratories) ii)vomikind MD (Mankind Pharmaceuticals)	5000 tab	
27	Tab. Chlorzoxazone 500mg + Paracetamol 500mg + Diclofenac sodium 50mg	i) Mobizox (Ranbaxy) ii) Lupizox (Lupin) iii) Myospaz (win Medicare)	4000 tab	
28	Tab. Cefpodoxime Proxetil (200mg)	i)Cepodem (Sun Pharma) ii)Spectratil (Apex) iii)Metoxim (Novartis) iv) Opox (Hetero Health Care)	7500 tab	
29	Metoprolol Succinate Extended Release Tablets 50mg	i) Met XL 50 (Ajanta pharma limited)	3000 tab	
30	Tab Salbutamol (4mg) & Theophylline (200mg)	ii) Theo asthalinforte (Cipla) iii) Ventiphylline forte (Yash Pharma)	2000 tab	
31	Tab Ornidazole (500mg)	i) Ornida (Aristo)	7500 tab	

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		ii)Orni (Zydus Cadila) iii)Entamizole Plus (Abbott)		
32	Tab Ofloxacin (200mg)	i) Zenflox (Mankind) ii) Zanolcin (Ranbaxy) iii) Prohox (Anhox) iv)Oflox (Cipla) v)Oflomac (Macleods)	5000 tab	
33	Tab Levofloxacin (500mg)	i) Glevo (Glenmark) ii) Leon (Dr. Reddy's) iii) Loxof (Ranboxy) iv) Levotas (Intas) v)L-cin (Lupin)	2000 tab	
34	Antifungal & Antibiotic ointment Clotrimazole-1% Beclamethosone-0.25% Neomycin Sulphate-0.5%	i) Magnaderm (Anhox) ii) Quadriderm (M.S.D)	500 tube	
35	Tab. Levocetetrizine (5mg)	i) Diket-L (Anhox) ii)Lecope (Mankind) iii) Lezyncet (Unichem) iv) Vozet (Glaxo)	5000 tab	
36	Normal Saline Sodium Chloride 0.9% Infusion	i) Nirlife ii) Romsons	150 bottles	
37	Compound Sodium Lactate/Ringer Lactate Infusion	i) Nirlife ii) Romsons	150 bottles	
38	Inj. Pantoprazole IV (40mg)	i) Pan IV (Alkem) ii) Pantop (Aristo)	100 vials	
39	Inj. Ondansetron 4mg/2ml	iii) zofer (Sun Pharma) iv) Ondem (Alkem Laboratories)	100 vials	
40	5% Dextrose infusion	i) Nirlife ii) Romsons	100 bottles	
41	Diclofenac Spray with Linseed Oil & Methyl Salicylate (143ml) Phial	i) Volini / Volitra (Ranbaxy) ii) Relaxyl (Franco Indian)	20 Ph	

### SCHEDULE - 02

Sl. No.	Name of Consumables Medical Items	Name of company	Quantity	Compliance Yes/No
42	Disposable Syringe (2cc)	i)Dispo Van (Hindustan Syringes)	7000 tab	
43	Disposable Syringe (5cc)	i)Dispo Van (Hindustan Syringes)	5000 tab	
44	Disposable Syringe (10cc)	i)Dispo Van (Hindustan Syringes)	2000 tab	
45	Rubber Gloves (Sterile) size : 7	i)Any Standard Company with one specimen ii) Surgicare (Kanam Laten industries private Ltd.) iii) Medigrip (Sri Anushaman Rubber industries Pvt. Ltd.)	2000 pairs	
46	Rubber Gloves (Sterile) size : 6.5	i)Any Standard Company with one specimen ii) Surgicare (Kanam Laten industries private Ltd.)	1,000 Pairs	

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		iii) Medigrip (Sri Anushaman Rubber industries Pvt. Ltd.)		
47	A.B. Cotton (Net 400 Gram)	Any Standard Company with one specimen	20 Roll (net 400 gr.)	
48	Gauge in than	Any Reputed Company With one Specimen	200 Than	
49	Ethilon (3-0) (Suture Material) (Non absorbable sterilised)	Any Standard Company with one specimen	25 pkt. pkt=12pcs	
50	Ethilon (2-0) (Suture Material) )(Non absorbable sterilised)	Any Standard Company with one specimen	20 pkt. pkt=12pcs	
51	Scalp vein 22G	ii) Romsons ii) Or any Standard Company	100 pcs.	
52	Intra venous cannula Size: 20	i)Venflon (Becton Dickinson India Pvt Ltd) ii)Romsons	200 pcs	
53	Intra venous cannula Size: 22	ii) Venflon (Becton Dickinson India Pvt Ltd) ii)Romsons	100 pieces	
54	Non sterile latex gloves Size:7	Any Standard Company	5000 pairs	

**Note:**

1. The above-mentioned items shall be procured in batches over a period of the validity of bid. The order shall be placed through purchase order.
2. The bidder has no right to claim minimum quantity against any medicine/ consumable medical items. The decision on the quantity shall be decided by the Institute authorities and no question can be raised on such decision.
3. The validity of medicine must be one year at least at the time of delivery.

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**(Annexure - B)****Format for Submission of Bidder Details****(On the letter head of the Bidder)**

S.N.	Particulars	Fill-in Details
1	Name and address of the Firm/Company/Agency	
2	Whether the firm is Proprietary/ Partnership	
3	Name of Proprietor/ Partner of the firm/Agency	
4	Name & Contact detail of Authorized representative: (Designation, Address, Mobile No., E-mail ID)	
5	Month and Year of Establishment of Firm*	
6	Number of years of experience in this field*	
7	Registration and/or Trade License Number of the Firm in required field. (Should be valid for FY 2022-23)	
8	Drug License No. (Should be valid for FY 2022-23)	
9	Valid GSTIN Number	
10	PAN number of the firm or Proprietor*	
11	Outlet Address	
12	OM/ Authorized Dealership (Brand) (Original Manufacturer)	
13	Other relevant documents as mentioned under "Submission of Tender Document" & Terms & Condition	

*\*All fields are mandatory to fill with the copy of duly signed and the above points together constitute eligibility criteria.*

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(Annexure - C)

## &lt;&lt;Organization Letter Head&gt;&gt;

**DECLARATION SHEET**

We, \_\_\_\_\_ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Also I/We understand that I/We (Owners) shall face legal action and shall be black listed from NIT Durgapur in case it is found that **M/s \_\_\_\_\_ of \_\_\_\_\_ (name of city) has supplied expired and/or counterfeit medicine/consumable medical items or has committed and act of misleading the institute.**

The prices quoted in the financial bids are subsidized due to academic discount given to NIT Durgapur.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent
Phone No.:	
Fax	
E-mail	
Contact Person Name	
Mobile Number	
TIN Number	
PAN Number	
(In case of on-line payment of Tender Fees) UTR No. (For Tender Fee)	
(In case of on-line payment of EMD) UTR No. (For EMD)	

**(Signature of the Bidder with date& Seal)****Name**

Signature &amp; Seal of the Firm/Company/Agency

(ANNEXURE – D)

**LIST OF GOVT. ORGANIZATION/DEPTT**

<b>List of Government Organizations for whom the Bidder has undertaken such type of work during last five years (must be supported with work orders)</b>			
<b>Sl. No.</b>	<b>Name of the organization with address</b>	<b>Name of Contact Person</b>	<b>Contact No.</b>

<b>Name of application specialist to support the quoted product.</b>			
<b>Sl. No.</b>	<b>Name of the organization with address</b>	<b>Name of Contact Person</b>	<b>Contact No.</b>

**Signature of Bidder with date:**

**Name:**

**Designation:**

**Organization Name:**

**Contact No. :**

**E-mail Id:**

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## SUBMISSION OF BID

The Online bids (complete in all respect) must be uploaded online in **two** Envelops as explained below:

<b>Cover – 1</b> (Following documents to be provided as PDF file)			
Sl. No.	Documents	Content	File Types
1	<b>TECHNICAL BID</b>	Compliance Sheet as per Annexure – A	.pdf
2		Bidder Details as per Annexure - B	
3		Organization Declaration Sheet as per Annexure - C	.pdf
4		List of organizations/ clients where the same products have been supplied (in last two years) along with them Contact number(s).(Annexure-D)	.pdf
5		Technical supporting documents (data sheet, manual, OEM certificate) in support of all claims	.pdf
6		Bidders other credentials ( <b>Drug License for Schedule-I (Updated)</b> ), PAN, Trade License, 3 years IT return, 40% Credentials Document, MSME Document, etc.).	.pdf
<b>Cover –2</b>			
Sl. No.	TYPES	Content	File Types
1	<b>Financial Bid</b>	Price bid should be submitted in .xls format	.xls

**\*\*Note: L1 will be evaluated based on “Higher Percentage” quoted for the item.**

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