

**HEALTH AND FAMILY WELFARE DEPARTMENT
GOVERNMENT OF ODISHA
C.D.M & P.H.O, BHADRAK**

TENDER CALL NOTICE FOR SUPPLY OF DRUGS & CONSUMABLES,
LABORATORY CHEMICALS, REAGENTS, KITS ,EIF & BCL ON RATE
CONTRACT BASIS FOR A PERIOD OF ONE YEAR FROM THE DATE OF
APPROVAL

Name of the Health Institution:

Chief District Medical & Public Health Officer

E-Mail- substorebhadrak@gmail.com

Bid Reference No:- 154671 dated 24/12/24 CDM&PHO-(25-26) Schedule-I/ Drugs & consumables,
Schedule- Schedule- II - LABORATORY CHEMICALS, REAGENTS, KITS ,EIF & BCL

DATE OF PUBLICATION OF BID
DOCUMENT IN WEBSITE

: Dt. 26.12.2024 from 11:00AM

LAST DATE & TIME OF RECEIPT OF BID
DOCUMENTS

: Dt. 16.01.2025 upto 04:00 PM

DATE & TIME OF OPENING OF TENDER
(Cover-A)

: Dt. 17.01.2025 at 12:00 NOON

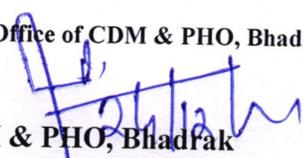
DATE & TIME OF OPENING OF PRICE BID
(Cover-B)

: Will be intimated later on

PLACE OF OPENING OF BID DOCUMENTS
PRE-BID CONFERENCE
AND

: Conference Hall of Office of CDM & PHO, Bhadrak

ADDRESS FOR COMMUNICATION


:-O/o CDM & PHO, Bhadrak
Nua Bazar – Bhadrak - 756100

E-Mail- substorebhadrak@gmail.com

SECTION - I

General instructions to bidders:

This tender is floated for (02) category of items i.e.: - Schedule – I & Schedule - II

Schedule – I – Drugs & Medical Consumables,

Schedule – II - Laboratory Reagents, EIF & BCL

Bidders who are participating in different categories of items shall have to submit sealed price bid for each category of items and one technical bid.

- For example, if a bidder is participating in category I and II, then the bidder shall have to submit two separate sealed price bids i.e. one for category “I” and the other for Category “II”.
- If a bidder is participating in different category of items and submits price bids of different categories in one sealed envelope (Price Bid), **the whole bid of the bidder shall be rejected for further evaluation.**
- Bidder can submit separate EMD for each category or as a whole taking the total EMD value of each category.

TERMS AND CONDITIONS:-

Sealed tenders will be received by Dated 16.01.2025 up to 04:00 PM. by the C.D.M & P.H.O, Bhadrak through Courier/Speed Post/ Regd. Post only (not by hand) for the purchase of “Drugs, Medical Consumables, Laboratory Reagents , EIF & BCL” for the year 2025-2026. Any tender received after the due date & time will be rejected.

The bidder(s) shall have to submit their tender in separate sealed envelopes, i.e one for technical bid by super scribing Cover “A” (Technical Bid) & Cover “B” (Price Bids) (separate sealed covers for each category).The Technical Bid and Price Bids should be put into a third Cover, which should be super scribed as “Tender for Drugs, Medical Consumables, Laboratory Reagents , EIF & BCL items 2025-26”for CDM & PHO, Bhadrak”.

The Sealed tenders “Cover A” (Technical Bid) submitted by the tenderers will be opened at the Conference Hall of the C.D.M & P.H.O, Bhadrak on date 17.01.2025 at 12:00 NOON. The tenderer or their duly authorized representative be allowed to be present during the opening of the tenders if they so like.

No tender documents shall be accepted after the expiry of scheduled date and time for receipt of bids.

The details of items and specification are mentioned at Annexure – I.

Rate should be quoted in Indian Currency (with paisa in two decimals only), both in words and figures against each item as the payments will be made in Indian currencies only (Annexure-II). The tenderer shall not quote the rate for any item other than the item specified in the list.

The GST shall be charged as per the guidelines given by the Finance Dept., Govt. of Odisha / India from time to time.

Bidders who have earlier record of Nil-supply/Part Supply/Complained Product of ordered items /consumables after being L₁(in previous valid rate contracts) are not allowed to participate in this tender.

A. Tender Processing Fee and EMD:

1. The tenderer shall deposit / online transfer the tender processing fee (non-refundable) amounting to **Rs. 2,000/-** in State Bank of India, Main Branch, Bhadrak Account No-11403399856- IFSC CODE NO-SBIN0000036 and submit the XEROX copy of deposit challan / online transfer slip along with bid for verification.
2. An amount of **Rs.20,000/- (Rupees Twenty Thousand)** (refundable) only towards EMD money is to be deposited in shape of Fixed Deposit in favour of CDM & PHO, BHADRAK from any nationalized bank payable at Bhadrak which will be kept as security money for successful bidders and will be refunded after completions of the Tender validity period.
3. The tenderer shall submit EMD in shape of Fixed Deposit categorically as per the details mentioned below:

Category	EMD Amount	Remarks
Drugs, Medical consumables & Laboratory Reagents	20,000/-	

4. EMD of successful bidders will be kept as Performance Security which will be returned after expiry of rate contracts or till publication of next rate contracts. EMD of unsuccessful bidders will be returned after publication of rate contract.

B. ELIGIBILITY CRITERIA

Distributors /Wholesalers / C&F Agents are eligible to participate in the tender provided, they have:

- (i) Valid Wholesale / Distributor Drug License / Trade License from the Drug Controller (O)/ competent authority.
- (ii) Authorized by Manufacturer.
- (iii) **Bidder shall have the capacity to supply 25% (in case of drugs & medical consumables category) of the ordered item within 72 hours of email / WhatsApp of purchase order.**
- (iv) Valid ISI/CE/US FDA / WHO GMP / GMP / ISO Certificate of the products as per the specifications mentioned against each item (**Annexure – I**).
- (v) Valid ISO certificate of Manufacturer whose products bidders are offering.
- (vi) Annual turnover For All Category Rs.3 Crore in each year in last preceding three years (2021-22, 2022-23 & 2023-24).
- (vii) Proof of supply to any Govt. hospital / PSU hospital / corporate sector hospital in last 3 years (bidders at present supplying to C.D.M & P.H.O, Bhadrak need not submit the same).
- (viii) Valid / up-to-date I.T. return certificate for last three year.
- (ix) Valid up-to-date GST return certificate.
- (x) Shall have PAN Card, GST registration.
- (xi) Non-Conviction Certificate from the competent authority (in case of items coming under drugs).
- (xii) Bidder 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.
- (xiii) Bidders who have not supplied any ordered item after publication of rate contract(s) to the tender inviting authority in previous tenders, offer for non-supplied items shall not be considered.

SECTION - II

C. Documents should be submitted with the Technical Bid(COVER-A):-

1. Forwarding letter with check list
2. Tender processing fee
3. Earnest Money Deposit (EMD) as mentioned in Clause "A"
4. Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / contract person / office in Odisha. The detail office address along with proof of documents should be submitted.
5. Manufacturer's & Importer's authorization in original (as per Annexure -V).
6. Annual turnover of Rs.3 crore in each year in last preceding three year of bidder (Annexure-III) from the Chartered Accountant.
7. **Copy of I.T Return (2021-22, 2022-2023 & 2023-2024)**
8. **latest / up-to-date GST payment receipt.**
9. **Copy of PAN CARD & GST registration certificate**
10. Copy of valid Wholesale / Distributor license from the Drug Controller (in case of distributor)
11. Copy of valid ISO/ISI/GMP/WHO GMP/CE/US FDA certificate of the Products /Manufacturer as per the specifications mentioned against each item.
12. List of items quoted
13. Declaration as per format **Annexure-IV**.
14. All the sheets of technical Bid along with bid document shall be numbered and duly attested by the bidder otherwise tender will be rejected.
15. All Bidders must mention serial number of items according to our Price Bid serial number in ascending order, otherwise Price Bid will be rejected.
16. All Bidders must quoted price per each tablet / bottle / vial / cap / amp / tube/ no's for schedule - I
17. All Bidders must quoted strength per each / ml / pkt /no's / gram / kit for schedule - II
18. The Unit size of the respective items should be clearly mentioned the number of said items each unit in the specified column.
19. All Bidders must deposit the softcopy of price bid in pen drive

Submission of Samples (Annexure - VI):

Bidders shall have to submit samples of their quoted items as non-refundable as per the decision of the team headed by the tender inviting authority. For Category II (EIF & BCL) samples have to be submitted for evaluation of quality by the technical committee at the time of opening of price bid.

The experts from different disciplines of C.D.M & P.H.O, Bhadrak will verify the quality & convenience of use samples. The decision of experts on verification of sample is final and binding. Basing on the sample evaluation report, price bids of the item(s) qualified in sample verification (of technically qualified bidder) along with other technically qualified items will be opened.

The bidders shall not claim any payment towards verification / consumption / use of such samples

for quality, user friendliness etc. for evaluation purpose. The samples which become lowest responsive bidder after price comparison will be kept by the undersigned as Master Sample (even if not consumed/utilized).

D. COVER – B (PRICE BID)

1. The tender format giving the quoted rate for drugs / medical consumables / lab. Reagents & consumables items should be sent in a separate sealed covers hereafter called **Cover “Bs” (Price Bids)**.
2. The bidder shall have to submit separate sealed price bids for each category of items quoted. **If bidder is participating in different categories and submits one sealed price bid for different category of items, the whole bid of said bidder shall be rejected outright.**

Cover –B (Price Bid) will be opened only of the tenderers who qualify in evaluation of Technical Bid (Cover – A) and/or items qualified in sample evaluation (of asked items) as per tender specification.

3. The tender format (Price Schedule(s)) in duplicate in the prescribed form (as per **Annexure –II**), both hard copy and soft copy (both pdf & excel format in pen drive) of the price bid must be submitted in Cover-B(s). The price of the item should be quoted inclusive of insurance, packing, forwarding, freight (door delivery) but exclusive of GST if any. The rate should be quoted for each items as specified above both in figures and words. Only two decimal points (paise) will be taken into consideration ignoring the rest digits. **In case of difference in words and figures, words will be taken into consideration for evaluation.**
4. The quoted rates should be final and shall not be subject to any escalation during the validity of the rate contract.
5. The tenderer should submit/furnish a certificate in the tender to the effect that the price quoted by them is not more than the open market price or also under GeM Rate Contract / CGHS / NPPA or rates fixed by Govt. of India where such rate exists. However, in circumstances when the price decreases during the contract period, the approved supplier should ethically intimate the same to the purchasing authority and decrease the price accordingly.
6. The Cover “B” of the tenderer / bidder whose tender qualified technically in Cover-A will only be opened and the date and time will be intimated later through email.

E. Rejection of the tender:

The tender paper (whole / part) will be rejected, if any of the following documents are wanting /not found with the tender bid:

- (i) Non submission of relevant documents/ samples as mentioned in Clause-C.
- (ii) Sealed Price bid (quoted rate) without signature and seal.
- (iii) Proper non filling of the check list, arbitrary page marking absence of signature in each page properly.

F. Evaluation:

1. Tenders will be evaluated as per the requirement of the bid and the price bid(Cover-B) shall be opened only for the bidders who will qualify in the technical & sample evaluation (where samples are required).
2. The cost of the item will be evaluated as specified above (per each tab/cap/amp/vial/bot/nos/ml/gram/) excluding Taxes / GST .
3. If the approved lowest eligible supplier fails to supply items within the stipulated period of rate contract, to meet the need, the tender inviting authority reserves the right to procure the same from the L2/ L3 suppliers at L1 rate, if they agree to supply at L1 approved rate or rate they have quoted after negotiation.

G. Performance Security:

1. The bidder shall have to submit performance security (Refer Clause A.2&A.3).

H. Delivery:

1. **Supply shall be completed** within **15 days to 30 days** from the date of issue of purchase order or as mentioned in the purchase order.
2. If the approved supplier fails to execute the supply within the stipulated time, to meet the need the CDM & PHO, Bhadrak is reserve right to purchase the same items from L2 or L3 or negotiated rate
3. Delivery shall be made at Sub-store, DHH, Bhadrak.
4. The Analytical test report from the authorized Laboratory should be submitted along with the Invoice/Challan.

I. Payment:

1. 100% payment shall be made after submission of stock entry certificate(s) from the concerned authority and as per the availability of funds. Under no circumstances the supply should be interrupted as regards to payment.

J. Penalties:

1. If any product after use found to be “**Not of Satisfactory Quality**”/Not as per the parameter/ gives **adverse reaction upon consumption**”, such item will be declared as “Not of Satisfactory Quality” on the basis of the report of the concerned user department. The said product shall be freezed. The supplier have to replace fresh stock equal to the purchased quantity and take back the freezed stock at his own cost. In case the supplier fails to replace the stocks, the Performance Security shall be forfeited. No further purchase order will be placed to the firm / supplier for the item(s) and the firm / supplier will be blacklisted/debarred from participating in any tender floated in future for three years.
2. If bidder fails to supply items after getting purchase order within the stipulated time period or violates the tender terms & conditions, the bidder shall be blacklisted and will be debarred to participate in any tender called by the C.D.M & P.H.O, Bhadrak

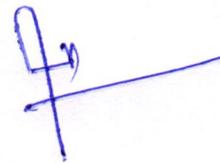


K. General Conditions:

1. The tender documents should be clearly written /typed without any correction, interpolations, and overwriting. Each page of the tender should bear the dated signature of the tenderer.
2. All copies of the tender document should be self-attested. If any information or documents furnished by the tenderer found to be misleading/incorrect at any stage, their tender will be rejected.
3. The approved rate and supplier will be valid for **one year** from the date of approval. In case of any unavoidable situation, the tender inviting authority may extend the rate contract till finalization of new rate contract in exigency of public service at large.
4. In the event of the last date of submission of bid being declared as a holiday for the purchaser's office, the due date submission of bids and opening of bids will be the following the next working date & same time.
5. The quantum of procurement will be made on requirement basis .
6. If requirement of any item will be less in quantity required for the district, the approved bidder must have bound to supply the same quantity positively otherwise the entire order will be cancelled and any further order will not be placed to that bidder.
7. The MSE / SSI Units of the State of Odisha will be given the following preferences in the tenders provided they produce the following documents as per MSME Development Policy.
Local Micro & Small-Scale Enterprises (MSE) and Khadi & Village industrial units including handloom and handicrafts will enjoy a price preference of 10% vis-à-vis over local medium and large industries as well as industries outside the State. Local Micro & Small Scale Enterprises having ISO, ISI Certification for their product shall get an additional price preference of 3% as per provision of IPR-2015.
8. ***The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.***
9. All legal disputes, if any relating to purchase etc. are subject to jurisdiction in the courts of law situated at Bhadrak, Odisha or High Court of Odisha.

Sd/-
C.D.M & P.H.O, Bhadrak

N.B: Bidders shall have to keep ready samples of their quoted products. The date and time of sample evaluation at respective departments will be intimated only through email.



SECTION - III

ANNEXURE - I (Refer Clause No.-3.1 CHECK LIST

(To be submitted in Technical Bid)

Note:- The documents have to be arrange serially as per order mentioned in the checklist

COVER - A (TECHNICAL BID)

Sl. No.	Details of the bidder				
1	Name of the Bidder				
2	Bidder Type (Please Tick)	C&F Agent / Wholesaler / Distributor			
3	Participated for category:	Schedule-I	Schedule-II		
	Separate Price bid submitted	Yes / No	Yes / No		
4	Address with Phone No. & email ID				
5	Contact Person:				
6	Mobile No. / Landline No.				
7	Email ID				
8	Products quoted of the manufacturers	Name of the Manufacturers	Mfg. license at page No.	Turnover at Pg. No.	CE / USFDA GMP / WHO GMP etc. at page No.

DOCUMENTS SUBMITTED

Sl. No.	Document details	Submitted (Yes/No)	Page No. of given documents	Remarks if any
1	Tender Processing Fees details: Transaction No.: Date: Amount:			
2	EMD Details:			
3	MSME/NSIC registration certificate for SSI unit			
4	List of items quoted (Annexure I)			
5	Declaration form (Annexure-IV) signed by tenderer & the affidavit before Notary Public / Executive Magistrate			
6	Valid license from competent authority: (Manufacturing / wholesale / retail etc.)			
7	Valid ISI/CE/BIS/USFDA/GMP/ISO certificate			
8	Annual Turnover statement for the financial year:21-22,22-23,23-24			
9	Proof of supply: Government Hospital for last three year.			
10	Valid update I.T return for the financial year 21-22,22-23,23-24 certificate:			
11	Valid up-to-date GST return certificate			
12	Valid up-to-date GST registration certificate			
13	Copy of PAN card			
14	Valid Drug License			
15	Copy of financial Audit report for last three financial year - 21-22,22-23,23-24			
16	Original Tender Book with conditions and the schedules to be signed by the tenderer			

Signature of the tenderer

Date

Official seal

N.B: Bidder have to sign and seal each page with sequentially numbered.

ANNEXURE - I

LIST OF ITEMS QUOTED MANDATORY
(To be attached with technical bid)

Sl No	Item No. as per tender	Name of the Item	Specification	Name of the manufacturer	Model / Brand name	Mfg. / Import license No. & validity at pg. No	GMP / WHO GMP / GMP / ISI / CE / US FDA etc. at pg. No.			Remarks
							GMP / W-GMP	ISI	CE / FDA	
1										
2										



PRICE SCHEDULE

ANNEXURE-II

Sl. No.	Item Sl. No. as per tender	Name of the item	Make / model / Specification / unit	Name of the manufacturer	Each rate (test kit / bottle / packet / pack set etc.)	GST	Total unit cost including tax

N.B: Please provide both softcopy (.xlsx format in pen drive) and hardcopy in the price bid.



RUPEES 20 STAMP PAPER
DECLARATION FORM

I / We _____ (NAME
 & DESIGNATION) having My / our _____

_____ (Name
 of bidder) situated at _____ do
 declare that I / We have carefully read all the terms & conditions of tender of the C.D.M &
 P.H.O, Bhadrak, Odisha for the supply of drugs, medical consumables, & laboratory reagents and
 consumables. I will abide with all the terms & conditions set forth in the tender paper Reference
 no. _____.

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

**That, I am not a defaulter in supply of any item to C.D.M & P.H.O, Bhadrak or any
 other indenting officers of the State of Odisha after being Lowest responsive bidder in past
 three years.**

I / We further declare that I / We possess valid Manufacturing License / Drug License /
 Import license bearing No. _____ Valid
 upto _____. I / We _____ do hereby declare that I /
 we will supply the approved items as per the terms, conditions & specifications of the tender
 document. I / we further declare that my / our EMD and or Security Deposit will be forfeited if I /
 we fail to supply any item after getting order from the purchaser. I / we further declare that we
 will supply the ordered items manufactured only by the manufacturers as mentioned in the bid
 document.

Further, I / We also declare that we have quoted the products manufactured / imported by
 us / duly authorized by the manufacturer / importer.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and
 or Security Deposit and debar / 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.

Signature of the bidder :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

ANNUAL TURN OVER STATEMENT

The Annual Turnover of M/s _____ who is a manufacturing unit / wholesaler / distributor for the last three years are given below and certified that the statement is true and correct.

<i>Sl.No.</i>	<i>Year</i>	<i>Turnover in Rupees (Rs.)</i>
1.	2021 – 2022	-
2.	2022 – 2023	-
3.	2023 – 2024	-

Date:

Place:

Signature of Auditor/
Chartered Accountant

(Name in Capital)

Registration No.

Seal

NB:

1. This certificate should be supported by figures in PL Account & Income Tax Return.



MANUFACTURER’S AUTHORISATION FORMAT

(in original)

To

The C.D.M & P.H.O, Bhadrak

Sub: LETTER OF AUTHORISATION.

Ref: Tender No. _____ Dated _____ for _____.

Dear Sir,

We _____ who
are established and reputed manufacturer’s / Importer of
_____ (name and description of items offered) having
factories at _____

(Address of Factory / Corporate office) do hereby authorize M/s

_____ (Name and address of Distributor / Agent) to submit the bid and sign the contract with you against the above referred tender for **the products manufactured / imported by us**. The products authorized by us to the above agency is as follows:

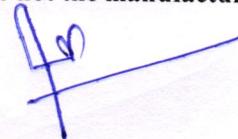
Sl. No.	Item Sl. No	Name of the item	Manufactured by	Model / Brand

We also extend our full quality assurance for the items quoted by M/s _____ as per the terms and conditions in your tender under reference above.

Yours faithfully,

Full Name of the Designated person
(Signature with seal)
Contact Number:
Email:

Note: This letter of authority should be on the letter head of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included in the bid submitted by the tenderer if the tenderer is not the manufacturer / importer.



FORMAT FOR SUBMISSION OF SAMPLE

Item SL. NO.	Name of the item & specification	Name of the manufacturer	Model:	Qty.

N.B:

1. Bidders are requested to submit samples on the date and time which will be intimated through email.
2. Each Sample shall be wrapped with plastic cover and stickered with following information:
 - i. Item serial Number
 - ii. Name of the bidder
 - iii. Name of the item
 - iv. Category
 - v. Quantity

Submitted by

Received by

Date:

Date:

Mobile:

Mobile:

Name: Category: Item Name: Sample Item Sl. No. Quantity: _____ numbers
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