



E-TENDER NOTICE

BID DOCUMENT [Two Cover system]

Tender No. NITS/CPU/ET/2021/MED/065

Date: 20/08/2021

On behalf of the Institute online bids (Two- Cover System) are invited from eligible Original manufacturer or Authorized Distributor / Dealer for the supply of some Medicines having details as given in Annexure-I

Sl. No	Description of work	Bid Security to be given in INR	Last date & Time for online submission of bids	Date/Time for opening of Technical bid
1	Rate Contract for Medicines	30,000	12.09.2021 23:00	13.09.2021 11:00

Website for Online bid Submission : <https://mhrd.euniwizarde.com>

Cost of Tender documents: - 100/- to be paid online mode only

Technical Specifications are available at in the detailed Tender Document.

ONLY ONLINE BID WILL BE CONSIDERED AGAINST THIS TENDER. Bids sent by post/Fax/email shall be rejected straightway.

All the bidders may kindly note that all future corrigendum/amendments will be published on Institute website: www.nitsri.ac.in and <https://mhrd.euniwizarde.com> website only and no separate notice through print media shall be released for the same. All the prospective bidders are therefore requested to visit the websites regularly for any such changes/update.

The Institute reserves the right to accept/reject any or all tenders either in part or in full without assigning any reasons there for or cancel the Tender process.

Officer-in-charge

Central Purchase unit

Detailed Tender Document

A. GENERAL CONDITIONS OF CONTRACT (GCC)

1. Definitions

In this Contract, the following terms shall be interpreted as indicated:

- (i) "The Purchase Order" means the Purchase Order placed by the Purchaser including all the attachments and appendices thereto and all documents incorporated by reference therein;
- (ii) "The Contract Price" means the price payable to the Supplier under the Order for the full and proper performance of its contractual obligations;
- (iii) "The Goods" means all the equipment, machinery, and/or other materials, which the Supplier is required to supply to the Purchaser under the Contract;
- (iv) "Services" means services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training and other obligations of the Supplier covered under the Contract
- (v) "GCC" mean the General Conditions of Contract contained in this section.
- (vi) "SCC" means the Special Conditions of Contract.
- (vii) "The Purchaser" as specified in Special Conditions of Contract.
- (viii) "The Purchaser's country" is "India".
- (ix) "The Supplier" means the individual or firm supplying the Goods and Services under this Contract.
- (x) "Day" means calendar day.
- (xi) National Institute of Technology Srinagar J&K (NITS J&K) ; Director; The Officer-in-charge Central purchase unit; Officer-in-charge, Central Purchase Unit (O/C CPU) represent the same entity.

2. Application

These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

3. Standards

The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, Annexure –I. The goods shall conform to the recognized national regulatory standards of the country of origin or any other recognized standards like CE; BIS or similar applicable. Such standards shall be the latest issued, by the concerned institution.

4. Use of Contract Documents and Information

The bidder shall not, without the Purchaser's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Supplier in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far, as may be necessary for purposes of such performance.

5. Patent Rights

The bidder shall indemnify the Purchaser against all third-party claims of infringement of patent, trade mark or industrial design rights arising from use of the Goods or any part thereof in India.

6. Submission of the bids and BID SECURITY

The procurement will be carried out through submission of online Bids only. No offer in physical form will be accepted and any such offer if received by The Institute will be out rightly rejected. Tender documents can be downloaded from website of <https://mhrd.euniwizarde.com> and final bids (Technical and Financial) are to be uploaded on same website only.

Before submission of bids, the bidders are requested to kindly read the Instructions to bidders for online participation available at the end of this tender document.

7. Inspections and Tests

The Purchaser or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Purchaser.

8. Packing

The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods final destination and the absence of heavy handling facilities at all points in transit.

The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, if any, specified in SCC and in any subsequent instructions ordered by the Purchaser.

Packing Instructions: Each package will be marked on three sides with proper paint/indelible ink, the following:

- (i) Item Nomenclature
- (ii) Purchase Order/Contract No.
- (iii) Country of Origin of Goods
- (iv) Supplier's Name and
- (v) Packing list reference number

9. Delivery and Documents

Delivery of the Goods shall be made by the Supplier in accordance with the terms specified by the Purchaser in supply the order within the specified period. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

Delivery of the goods should be made within the specified period from the date of placement of purchase order. The supplier shall notify the purchaser and the insurance company within 24 hours of shipment by cable/telex/fax/e mail the full details of the shipment including contract number, railway receipt number/ AWB etc and date, description of goods, quantity, name of the consignee, invoice etc. The supplier shall mail the following documents to the purchaser with a copy to the insurance company:

- (i) Three copies of the Supplier invoice showing contract number, goods' description, quantity, unit price, total amount;
- (ii) Acknowledgment of receipt of goods from the consignee(s) by the transporter;
- (iii) Insurance Certificate if applicable;
- (iv) Manufacturer's/Supplier's warranty certificate;
- (v) Inspection Certificate issued by the nominated inspection agency, if any, and the Supplier's factory inspection report; and
- (vi) Certificate of Origin.
- (vii) Two copies of the packing list identifying the contents of each package.

The above documents should be received by the Purchaser before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses including demurrage charges.

10. Insurance

The Goods supplied under the Contract shall be fully insured in Indian Rupees against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery.

For delivery of goods at the purchaser's premises, the insurance shall be obtained by the Supplier in an amount equal to 110% of the value of the goods from "warehouse to warehouse" (final destinations) on "All Risks" The insurance shall be valid for a period of not less than three months after installation and commissioning. However, in case of orders placed on FOB/FCA basis, the purchaser shall arrange Insurance.

11. Transportation

Transport to destination including insurance, as specified in the Contract, shall be arranged by the Supplier, and the related cost shall be included in the Contract Price.

12. Shelf Life:

The supplied medicines/drugs shall have a Minimum shelf life as prescribed below:

1. For MEDICINES/DRUGS having an expiry life of 01 year from date of manufacture --- 09Months.
2. For MEDICINES/DRUGS having an expiry life of 02 year from date of manufacture --- 12Months.
3. For MEDICINES/DRUGS having an expiry life of 03 year from date of manufacture --- 18Months.

14. Performance Security and Agreement:

The successful Bidder shall furnish the performance security equivalent to 10% of the cost of contract, in the form of Bank Guarantee from a scheduled commercial bank within 14 days from award of contract. An agreement will also be required to be signed for purchaser above Rs 10.00 Lacs.. The BG would remain valid for a period of 60 days beyond the date of completion of all obligations of the supplier including warranty obligation. BID SECURITY will be released to successful bidder after submission of Bank Guarantee. NIT Srinagar shall forfeit Bank Guarantee in the event of breach of contract by the successful supplier.

15. Payment

100% payment shall be released after supply is received satisfactorily against each supply order under the contract.

16. Prices

Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in the bid .

Price will be quoted in both words and figures. In case of any difference, the prices quoted in words shall prevail.

17. Delays in the Supplier's Performance

Since time is the essence of the contract, delivery of the Goods and performance of the Services shall be made by the Supplier in accordance with the time schedule specified by the Purchaser in the Contract.

18. Penalty

If the Supplier fails to deliver any or all of the Goods or to perform services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as penalty, a sum equivalent to 0.5% per week or part there of subject to the maximum deduction of 10% of the contract price. Such payment shall be deducted from the same bill or any other bill due to supplier from NITS J&K.

19. Termination for Default

The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:

- (i) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Purchaser.
- (ii) If the Supplier fails to perform any other obligation(s) under the Contract.
 - (ii) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this Clause:

- (i) "Corrupt practice" means the offering, giving, receiving or soliciting of gratification to influence the action of a public official(s) in the procurement process or in contract execution.
- (ii) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the purchaser, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the purchaser of the benefits of free and open competition;"

20. Force Majeure

The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, act of God and freight embargoes or Law and Order restriction.

21. Resolution of Disputes

The Purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

If, after thirty (30) days from the commencement of such informal negotiations, the Purchaser and the Supplier have been unable to resolve amicably a contractual dispute, either party may require that the dispute be referred for resolution to the formal mechanisms. These mechanisms may include, but are not limited to, conciliation mediated by a third party, adjudication in an agreed national or international forum, and national or international arbitration.

In case of Dispute or difference arising between the Purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Officer-in-charge Central purchase unit NIT and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.

22. Taxes and Duties

Suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. However, GST in respect of the transaction between the Purchaser and the Supplier shall be payable extra, if so stipulated in the order.

23. Applicable Law: The place of jurisdiction would be Srinagar, Jammu and Kashmir.

24. Notices: For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.

I. Purchaser:

Officer-in-Charge
Central Purchase Unit
National Institute of Technology Srinagar
Hazratbal Srinagar-190006, J&K

Contact for Clarification:

1. cpu@nitsri.net

II. Supplier: (To be filled in by the supplier)

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B. INSTRUCTION TO BIDDERS (ITB)

INTRODUCTION

1. Eligible Bidders

This invitation for Bids is open to all manufacturers or their dealers specifically authorized by the manufacturers to quote on their behalf for this tender as per manufacturer's authorization form and Indian agents of foreign principals, if any who possess the qualifying requirements specified in this tender.

Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation of Bids.

If any agent submits bid on behalf of the Principal/OEM, the same agent shall not submit as bid on behalf of any other principal/OEM in the same tender for the same product.

In a bid, either the Indian Agent on behalf of the principal/OEM or principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same bid.

The bidders may submit the proprietary certificate for the item(s) if applicable

2. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid, and "the Purchaser", will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

THE BIDDING DOCUMENTS

3. Cost of Bid Document

As mentioned on e-tender notice

4. Contents of Bid Document

The Bidder is expected to examine all instructions, forms, terms (ITB/GCC/SCC etc.), and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive shall result in rejection of the bid.

5. Amendment to Bid Document

The prospective bidders are required to keep a watch on the MHRD/NITS, J&K Website w.r.t. any amendment to the tender document or to clarification to the queries raised by the bidders up to seven days prior to the opening of the tender. The Purchaser reserves the right to reject the bids if the bids are submitted without taking into account these amendments/clarifications. In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Purchaser, at its discretion, may extend the deadline for the submission of bids.

PREPARATION OF BIDS

6. Documents Comprising the Bid

The bidder is required to upload the Bids on the MHRD portal: <https://mhrd.euniwizarde.com> in two parts in prescribed excel format available on the website only. One part is the Techno-Commercial Unpriced Bid and the other part is the Financial or Price Bid.

6.1 **The Techno-Commercial Unpriced Bid** prepared by the Bidder shall include the following without indicating the price in the Bid Form.

- I. The submission of following documents establishing that the bidder is eligible to bid and is qualified to perform the contract if its bid is accepted as per qualification requirements/criteria, is mandatory:-
 - a) Proof of being an Original manufacturer or an Authorized Distributor / Dealer in the shape of copy of registration under law in force.
 - b) PAN card of the firm.
 - c) GST registration.
 - d) Valid Drug license valid at-least upto 31-03-2022.
 - e) Audited Account Statement and ITR's of the firm for last three years.
 - f) Bid Form. (Available in Tender Document)

Note: - All documents should be clearly scanned and uploaded on the portal.

In Addition to above Mentioned Documents, below mentioned Documents should also be uploaded:

(a) Bid security of Rs 30,000 in the form of CDR (Cash Deposit Receipt) / FDR (Fixed Deposit Receipt) / TDR (Term Deposit Receipt), valid for a minimum period of 6 months; Pledged to **NIT Srinagar**.(if paid offline) or there is an option of online payment also during the submission of Online Bid.

6.2 **The Financial/Price Bid** shall comprise of the Price Schedule 'Part A' as applicable given with tender to be uploaded after filling all relevant information like Rate. The Rate should be inclusive of all charges and no other charges shall be considered. The priced bid should be uploaded strictly as per the format available with the tender failing which the offer is liable for rejection (renaming or changing format of Price schedule sheet will not be accepted by the system).

- (a) **All taxes and levies (GST or any other tax) to be payable, must be quoted separately and clearly.**
- (b) **The rate quoted should be FOR NIT Srinagar.**
- (c) **Prices shall be quoted in Indian Rupees (INR) only.**

7. Period of Validity of Bids

Bids shall remain valid for **90** days from the date of opening the bid prescribed by the Purchaser. A bid valid for a shorter period may be rejected by the Purchaser as non-responsive.

8. Format and Signing of Bid

The Bidder shall upload the bids in two parts. One part shall contain Techno-Commercial un-priced Bid and the other shall contain the Priced Bid.

All pages of the bid, except for un-amended printed literature, shall be initialled by the person or persons signing the bid.

Any interlineations, erasures or overwriting shall be valid only if the persons or persons signing the bid endorse them.

The Bidder shall furnish information on commissions or gratuities, if any paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract as per the bid form.

The bid once accepted and the contract awarded the bidder will be obliged to execute the contract for the delivery and commissioning of the product at NIT Srinagar, J&K..

9. Modification and Withdrawal of Bids

The Bidder may modify or withdraw its bid after the bid's submission; prior to the deadline prescribed for online submission of bids.

No bid may be modified subsequent to the deadline for online submission of bids.

No bid may be withdrawn in the interval between the deadline for online submission of bids and the expiration of the period of bid validity specified by the Bidder on the bid form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.

Note: In case of withdrawal of bid, the bidder will become ineligible for resubmission of the Bid as per the E-Tendering portal Guidelines; however modification can be made before the last date of Submission of Bids online.

OPENING AND EVALUATION OF BIDS

10. Opening of Bids by the Purchaser

The Purchaser will first open all Techno Commercial Un-priced Bids, as per the schedule given in invitation to bids.

In the event of the specified date of Bid opening turning to be a non-working day for the Purchaser, the Bids shall be opened on the next working day. The Bids shall be evaluated as per eligibility and other requirements to find out qualified bidders.

The Financial/price bid of technically qualified bidders only will be opened at the date and time to be informed to the qualified bidders.

The Financial Bids shall be evaluated individually item wise and the contract will be awarded accordingly

11. Clarification of Bids

To assist in the examination, evaluation and comparison of bids, the Purchaser may, at its discretion ask the bidder for any clarification(s) of its bid. The request for clarification and the response shall be in writing and no change in the price substance of the bid shall be sought, offered or permitted. However no post Bid clarifications at the initiative of the Bidder shall be entertained.

12. Purchaser's Right To Vary Quantities At Time Of Award

The Purchaser reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.

13. Purchaser's Right To Accept Any Bid and To Reject Any or All Bids

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Purchaser's action.

Evidence regarding credibility of stable performance and maintenance service capability must be provided. The purchaser reserves the right to make judgment on this score and reject bids that, in the purchaser's view, do not carry sufficient credibility for performance and/or service.

14. **Award of contract**

- (a) The Contract shall be awarded to the bidder whose bid is commercially, technically responsive and offered at highest offered discount on the MRP worked out separately for each make of the drug.
- (b) Successful bidder shall be notified about the award of the contract where in terms and conditions of supply shall be incorporated.

15. **Order Acceptance**

The successful bidder should submit acceptance of the Purchase Order immediately but not later than 07 days in any case from the date of issue of the Purchase Order failing which it shall be presumed that the vendor is not interested and his bid security is liable to be forfeited

16. **Performance Security and Agreement:**

The successful Bidder shall furnish the performance security equivalent to 10% of the cost of equipment, in the form of Bank Guarantee from a scheduled commercial bank within 14 days from award of contract. An agreement will also be required to be signed for purchaser above Rs 10.00 Lacs.. The BG would remain valid for a period of 60 days beyond the date of completion of all obligations of the supplier including warranty obligation. BID SECURITY will be released to successful bidder after submission of Bank Guarantee. NIT Srinagar shall forfeit Bank Guarantee in the event of breach of contract by the successful supplier.

BID FORM

To,

Officer In-Charge
Central Purchase Unit
N.I.T Srinagar (J&K) - 190006

Dear Sir,

Having examined the bidding document to supply and deliver (Description of Goods), I/we the undersigned offer to supply the same in conformity with the said bidding documents for a sum or such other sums as may be ascertained from our bid.

We undertake to deliver the goods in accordance within the delivery schedule specified (if our bid is accepted)

If our bid is accepted we will furnish the required Bank guarantee as specified for the due performance of the contract, in the form prescribed.

We agree to abide by this bid for requisite period as fixed for bid opening as per the instructions to the bidders. Further it shall remain binding upon us and accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this __ day of __ 20

Signature
In the capacity of

Duly authorized to sign the bid for and on behalf of _____

Form of Performance Bank Guarantee/Bank Guarantee

BG No.:..... Date.....

From The Name of the Bank	To National Institute of technology Srinagar, J&K
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In consideration of the (hereinafter called
 “The”) having offered to accept the terms and
 conditions of the proposed agreement between The
and..... (Hereinafter called “the Contractor(s)”for the work.....
 (Hereinafter called “the said agreement”) having agreed to production of an irrevocable Bank
 guarantee for Rs..... (Rupees..... only) as a
 security/guarantee form the contractor(s) for compliance of his obligations in accordance with
 the terms and conditions in the said agreement.

1. We (hereinafter referred to as the ‘‘Bank’’) hereby undertake to
 (Indicate the name of the Bank) Pay to the NITS ,J&K an amount not exceeding Rs.....
 (Rupees..... only) on demand.

2. We...(indicate the name of the Bank) Do hereby undertake to
 pay the amounts due and payable under this Guarantee without any demur, merely on
 a demand from the stating that the amount claimed is required to meet the
 recoveries due or likely to be due from the said contractor(s). Any such demand made
 on the Bank shall be conclusive as regards the amount due and payable by the Bank
 under this Guarantee. However, our liability under this Guarantee shall be restricted to
 an amount not exceeding Rs.....
 (Rupees.....only).

3. We, The said Bank, further undertake to pay to the NITS ,J&K any money so
 demanded notwithstanding any disputes raised by the contractor(s) in any suit or
 proceeding pending before any Court or Tribunal relating thereto, our liability under
 this present being absolute and unequivocal. The payment so made by us under this
 bond shall be a valid discharge of our liability for payment thereunder, and the
 contractor(s) shall have no claim against us for making such payment.

4. We(indicate the name of the Bank) further agree that the
 Guarantee herein contained shall remain in full force and effect during the period that
 would be taken for the performance of the said agreement, and it shall continue to be
 enforceable till all the dues of the under or by virtue of the said
 agreement have been fully paid, and its claims satisfied or discharged, as per the terms
 and conditions of the said agreement have been fully and properly carried out by the
 said contractor(s), and accordingly discharges this guarantee.

5. We.....(Name of the bank)..... further agree with the NITS ,J&K that
 the NITS ,J&K shall have the fullest liberty without our consent, and without effecting
 in any manner our obligations hereunder, to vary any of the terms and conditions of
 the said agreement or to extend time of performance by the said contractor(s) from
 time to time or to

postpone for any time or from time to time any of the powers exercisable by the NITS ,J&K against the said contractor(s), and to forbear or enforce any of the terms and conditions relating to the said agreement, and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said not be relieved from our liability by reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the NITS ,J&K or any indulgence by the _____ to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We(Name of the bank)..... ,lastly under take not to revoke the Guarantee except with the previous consent of the NITS ,J&K in writing. This bank Guarantee on the Bank or its successors or permitted assigns.
8. We.....(Indicate the name of the Bank)..... lastly undertake not to revoke this Guarantee except with the previous consent of the NITS ,J&K extended on demand by the _____. Notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs.....(Rupees.....only), and unless a claim/demand is made on the bank in writing on or beforeall your rights under the Guarantee will be forfeited and we shall be relieved and discharged from all liabilities there-under.

Authorized Signatories of the Bank with name and Seal Name of the Officer:

Designation:

Code if any:

Date: Place

Annexure-I
List of Drug Manufacturers:

S.No	Make of Drug
1	3MESPE
2	Abbot
3	Adirs
4	Agarwal pharma
5	Aglommed
6	Alembic
7	Alkem
8	Allergan
9	Ambalal Sarabhai
10	Angelius
11	Aristo
12	AstraZeneca
13	Aurobindo
14	Aventus
15	Baharat
16	Baharat serum & vaccines
17	Beresdo
18	Biocon
19	Cadila
20	Care stream
21	Centaur
22	Cipla
23	Ciron
24	Coltene
25	Crescent Tb.
26	Dabur
27	Denstply
28	Diamond
29	Dispo
30	DPL
31	Dr.Reddy

32	East India Pharma
33	Emcure
34	Entod
35	Fda Ltd.
36	Fdc Ltd
37	Filteck Z
38	Franco Indian
39	GC
40	GC9
41	Glaxosmithkalin
42	Glenmark
43	Hansa Plast
44	Hetero Hc Lab
45	Himalaya
46	Hindustan Surgicals
47	Hindustan syringes
48	Infutee
49	Intas Pharma
50	Ipca
51	J&J
52	Jagsonpal Pharma
53	Jan Aushadhi
54	Lignox
55	Lupin
56	Macleods
57	Macmillon
58	Mankind
59	Matrix lab
60	Medi Group
61	Medicane
62	Merck
63	Micro Labs
64	Morepen
65	Nestle
66	Nichlos/Piramal

67	Novartis
68	Oanknet Healthcare
69	Obsurge
70	Pfizer
71	Pioneer
72	Polo office
73	Prevast
74	Prima
75	Prisma
76	Rafikos
77	Ramsons
78	Ranbaxy
79	Raptikos
80	Reckets
81	Reckitt Benckiser
82	Roche
83	Sanofi
84	Sayora
85	Seagull
86	Serum Institute
87	Shalman
88	Shofu
89	Soflex Disk
90	Somatico
91	Sun Pharma
92	Systopic Lab
93	Tablets India Ltd
94	Torrent
95	Tynor
96	Unichem Labs
97	USV
98	Vetapex
99	Visha Chemical jelly
100	Walter
101	Win MEDICARE

102	Wock Hardt
103	Zandu Pharma
104	Zelgan Plus

Note: Bidders can quote for specifications generic in nature but covering the mentioned values.

ADDITIONAL ESSENTIAL CONDITIONS AND REQUIREMENTS

1. Bidders shall quote a **Percentage (%age) Discount on the MRP** of the drugs/items against each Company.
2. MRP shall be verifiable. Tampering or misquoting of MRP in the bill shall render the supplier liable for blacklisting and other action as per rules
3. The offered discount should be firm for the bid validity period.
4. All duties, GST levies and other charges payable, shall be included in the MRP.
5. As per SRO 129 of Government of Jammu & Kashmir, the institute is exempted from state entry tax. The Institute will provide Entry tax exemption certificate to successful bidder with supply order.
6. The MRP shall be FOR NIT Srinagar (J&K).
7. Discount offered should be without any over-writing.

Price Bid Format

(To be download and uploaded in the prescribed Excel Format available on the system only)

Note: - A single excel Price Bid contains 3 Price Schedules, which is Price Schedule-A, Price Schedule, Price Schedule-B and all should be filled and upload carefully on the portal.

PRICE SCHEDULE 'A'

PRICE SCHEDULE FOR DOMESTIC GOODS OR GOODS OF FOREIGN ORIGIN TO BE SUPPLIED IN INDIAN CURRENCY

1	2	5
Item Sl. No.	Make of DRUG	Discount or rebate on the MRP (%)
1		

Total Tender price in Rupees: _

In words: _____

Note: -

- 1. The evaluation will be made Indually Item vise and the contract will be awarded to the bidder whose bid is commercially, technically responsive and offered at highest offered discount on the MRP worked out separately for each make of the drug.**

Name: _

Business Address

Place:

Signature of Tenderer

Date: _____

Seal of Tenderer

IMPORTANT Note: - All documents should be clearly scanned and inreadable format, same should be uploaded on the e-Tendering portal before due date and time.

Instructions to Bidder for online participation

1. Bidders/Vendors/Suppliers/Contractors must get themselves registered by payment of 2000/- exclusive onetime fee for 1 Year on the portal for participating in the e-tenders published by the department. Detailed registration help manual is available in bidder help manual kit.
2. 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.
3. Bidders must have a valid email id and mobile number.
4. Bidders are required to obtain Class 3 Digital Certificates (Signing & Encryption) as per their company details.
5. Once bidder DSC is mapped with the user id, the same DSC must not be used for another user id on the same portal. However bidder can update the digital certificate to another user id after unmapping it from the exiting user id.
6. Bidders now can login with the activated user Id & DSC for online tender submission process in this portal.
7. Bidders can upload required documents for the tender well in advance under My Documents and these documents can be attached to the tender during tender participation as per the tender requirements. This will save the bid submission duration/time period and reduce upload time of bid documents.
8. Bidders must go through the downloaded tender documents and prepare and upload bid documents as per the requirements of the department.
9. Bidders are advised to read complete BoQ/SoQ/Price Bid/Financial Bid and Terms & Conditions before quoting rates in the bid document.
10. Any modification/replacement in BoQ/SoQ/Price Bid/Financial bid template is not allowed. Bidders must quote only in predefined fields in the bid sheet and save the bid sheet. After saving, the same bid sheet must be uploaded in the portal.
11. Bidders must pay required payments (Tender fee, BID SECUIRITY, Tender Processing Fee etc as available on the portal) as mentioned in the tender document, before submitting the bid.

12. Bidders are recommended to use PDF files for uploading the documents and file size must not cross 5MB. Only price bid sheet will be in Excel format.
13. The bidders must ensure to get themselves registered on the portal at least 1 week before the tender submission date and get trained on the online tender submission process. For tender submission and registration process bidders are advised to refer respective manuals on website. Tender inviting Authority/Department will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues like internet connectivity/PC speed/etc...
14. Offline Submission of bids/documents/rates by the bidders will not be accepted by the department, under any circumstance.
15. After final submission of the bid, a confirmation message and bid submission acknowledgement will be generated by the portal. The bid submission acknowledgement contains details of all documents submitted along with bid summary, token number, date & time of submission of the bid and other relevant details. Bidder can keep print of the bid submission acknowledgement.
16. If bidder is resubmitting the bid, bidder must confirm existence of all the required documents, financial bid and again submit the bid. Once submitted, the bid will be updated.
17. Submission of the bid means that the bid is saved online; but system does not confirm correctness of the bid. Correctness of the bid will be decided by tender inviting authority only.
18. The time displayed in the server is IST(GMT 5:30) and same will be considered for all the tendering activities. Bidders must consider the server time for submission of bids.
19. Bid documents being entered by the Bidders/Vendors/Contractors will be encrypted at the client end and the software uses PKI encryption techniques to ensure security/secrecy of the data. The submitted bid documents/data become readable only after tender opening by the authorized individual.

For E-Tendering Help/Support in participation or guidance: -

Mr.Akshay	93550-30623
Office	01149606060