

**OFFICE OF THE MEDICAL SUPERINTENDENT, SAHEED LAXMAN NAYAK MEDICAL COLLEGE &
HOSPITAL, KORAPUT**

**TENDER CALL NOTICE FOR SUPPLY OF DRUGS & MEDICAL CONSUMABLES TO SLN MEDICAL
COLLEGE & HOSPITAL, KORAPUT**

Name of the Health Institution : SLN MEDICAL COLLEGE & HOSPITAL, KORAPUT

Tel: 06852-252121

Email: slnmchkpt18@gmail.com

supdt: slnmchkpt.od@gov.in

Bid Reference No:-

DATE OF PUBLICATION OF BID DOCUMENT IN WEBSITE : Dt. 22.06.2020

LAST DATE OF AVAILABILITY OF BID DOCUMENT IN WEBSITE : Dt. 11.07.2020 at 5.00 P.M

PRE-BID MEETING TO BE HELD ON : Dt. 01.07.2020 at 11.30A.M.

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : Dt. 18.07.2020 at 5.00 P.M

DATE & TIME OF OPENING OF TENDER (Technical Bid- Cover-A): Dt.21.07.2020 at 11.00 A.M

(Financial Bid- Cover-B): **After finalization of Technical Bid on the next working day**

PLACE OF OPENING OF BID DOCUMENTS : O/o The Medical Superintendent,
RECEIPT OF BID DOCUMENT SLNMCH, Koraput

AND

ADDRESS FOR COMMUNICATION : O/o The Medical Superintendent,

SLNMCH, Koraput, PIN.764020


Superintendent
Saheed Laxman Nayak Medical College
Koraput, Odisha

Office of the Medical Superintendent SLN Medical College and Hospital, Koraput

Letter No: 2629

Date: 20.06.2020

Tender Call Notice

Sealed tenders in plain papers are invited intending medicine store owners at a distance within 300 mtrs radius from the SLN Medical College and Hospital, Koraput campus which should be reached the office of the Medical Superintendent SLN Medical College and Hospital, Koraput on or before Dt:18.07.2020 by 5.00 PM on Regd post/ Speed post addressed to Office of Medical Superintendent, SLN Medical College and Hospital, Koraput - 764020. The tender (Technical Bid) will be opened on Dt:21.07.2020 at 12noon in the office chamber of the undersigned. The validity of the tender is one year from the date of approval.

The tender papers and others set of terms and conditions can be downloaded from koraput District website www.koraput.nic.in / www.slnmch.nic.in and submission of D.D worth Rs. 1000/- (Rupees One Thousand) only duly pledged in favour of Medical Superintendent SLN Medical College and Hospital, Koraput towards the cost of tender paper.

Submission of Documents

The tenderers shall submit the tender documents with technical bid in sealed envelopes super scribed as Technical Bid (Cover A) and Price Bid (Cover B) in respective envelop separately, both cover A & Cover B sealed envelopes shall be kept in a big envelop super scribed as " Tender for Local Purchase of Medicine" etc on its top.

1. Documents in cover-A (Technical Bid)

- A) Attested Xerox copy of valid drug license issued by the competent authority (as on date of bid opening)
- B) Attested Xerox copy of valid drug distributor/ wholesale license
- C) Attested Xerox copy GST Registration Certificate
- D) Attested Xerox copy of up to date GST clearance certificate
- E) Attested Xerox copy of PAN card of the shop owner
- F) Original Money receipt against purchase of tender paper/DD worth Rs.1000/- (Rupees One Thousand) only pledged in favour of Medical Superintendent, SLN Medical College and Hospital, Koraput.
- G) Account payee DD worth Rs.50000/- (Rupees Fifty thousand) only drawn in favour of Medical Superintendent, SLN Medical College and Hospital, Koraput payable at any nationalized bank as EMD which will be returned back/adjusted after the tender process is over.
- H) Proof of average Annual Turn over of the Medicine shop for preceding 3 financial years i.e for the year 2016-17,2017-18,2018-19
- I) Undertaking as per format (attached) in the letter pad of the drug store.


20/6/2020
Superintendent
Saheed Laxman Nayak Medical College
Koraput, Odisha


2. **Documents in Cover-B (Price Bid)**

The bidders should furnish the excess percentage of profit claimed on purchase price which should be below 10% and not exceed to the MRP and it should be categorically mentioned against the items as mentioned below

<u>Sl No</u>	<u>Type of Item</u>	<u>Percentage in excess claimed on purchase price</u>
1	Medicine (Tablet & Capsule)	
2	Medicine (Syrup)	
3	Medicine (Eye, Ear & Nasal drops)	
4	Injectable Antibiotics	
5	Other Injection	
6	Medical Consumable & Disposable	
7	Suture Material	
8	Orthopedic implants	
9	Other Devices	
10	Generic Products	

General Terms and Condition


1. The Medicine store has to supply all medicines, medical consumables and other item at the rate of maximum 10% extra on the purchase price as per stockiest/ Wholesaler/ C& F but should not exceed the MRP of the items at any cost.
2. The medicines are to be procured at routine & emergency hours as life saving measure. The supplier has to supply round the clock against the indent made at different hours under OSTF, BSKY, JSY, JSSK and Emergency Local Purchase scheme/guideline of Govt. of Odisha.
3. The drug store should have a capacity to supply not less than 75% of the commonly prescribed Medicines, Medical Consumable and other items as per the need of this hospital and preference shall be given to the medicine store who will take less percentage of profit on the purchase price.
4. The detail of purchase price, billing amount, percentage in extra claimed on purchase price and all other details as per the requirement of this hospital shall be reflected on the bill.
5. The authority at any time may ask to submit the purchase bills in original for verification which shall be submitted by the empanelled shop immediately without fail.
6. The Chemist must hold valid license as on the date of bid opening in specified forms (**form 20,21 and 20F**) for various categories of allopathic drugs issued by the Drug Control Authority of the state under the provisions of Drugs and Cosmetics Act, **1940**. The successful Bidder will further ensure that their licenses remain valid till the end of contract period.
7. The chemist must not have been convicted by the state drugs authorities and no case should be pending under the Drugs and Cosmetics Act and Rules.
8. The chemist shop/commercial establishment should be situated within 300 meters distance by shortest motorable route from SLN, SLN Medical College and Hospital, Koraput.


Superintendent
Sahad Lazman Nayak Medical College
Koraput, Odisha

9. If any medicine, medical consumables and other items will not be available with the empanelled shop it will be arranged by the shop itself to supply quickly to the patient failing which the shop will bear penalty charges as will be decided by the administration of SLN Medical College and Hospital, Koraput.
10. The required items are to be procured on credit basis against different orders and payment will be made monthly on submission of bills in triplicate for payment. The authority is not liable for delay in payment if an unavoidable circumstances like paucity of funds arises.
11. The tenders are to be submitted to the Superintendent, SLN Medical College and Hospital, Koraput by speed post/regd. Post only. The envelop containing tender paper must be super scribed with “ **Tender for Local Purchase of Medicine**” on its top.
12. Either the owner of the firm/ shop or its authorized agents may remain present at the time of opening of tenders (Cover A) . Their absence may not be a bar for opening tender.
13. The tenderers qualified after opening of the technical bid shall be called on for opening of price-bid, the date of which shall be intimated in due course of time.
14. Tenders received after stipulated date and time shall not be taken into consideration.
15. The selected shop/firm shall not discontinue supply during the contract period at any circumstances, otherwise the EMD will be forfeited.
16. The EMD of unsuccessful tenderers will be returned after finalization of tender on submission of application to the undersigned seeking for so and in case of successful bidders the amount will be adjusted against the performance security money which is to be deposited by the bidder as decided by the authority.
17. The validity of tender will remain enforce for a period of one year from the date of approval or extended upto finalization of next tender with due approval by the authority.
18. The performance security money will be decided and intimated to the empanelled shops after the tender is finalized and the farms are to deposit the same in this office through Bank Guarantee from a nationalized bank in favour of Medical Superintendent, SLN Medical College and Hospital, Koraput which should be valid for at least 14 months. No interest on security deposit and earnest deposit shall be paid by the authority.
19. The qualified bidder must have to sign a MOU with the Medical Superintendent for supply of medicine, medical consumables and disposables etc., unless the bidder sign the MOU he cannot be considered for empanelment. The terms and conditions of the MOU is enclosed herewith.
20. The undersigned will not be responsible for any postal delay.
21. The Superintendent reserves the right of accepting/ rejecting any or all tenders without assigning any reason thereof.

Last date of submission of Tender Paper- 18.07.2020

Opening of Technical Bid of the Tender- 21.07.2020


Medical Superintendent
SLN Medical College and Hospital, Koraput

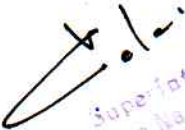
Format of undertaking to be typed in the letter pad of the tenderer quoting for Drug store

Undertaking

I/We _____ do hereby undertake that

- Our Medicine store is within 300 mtrs radius from SLNMCH campus.
- I/We will provided all require medicines including chemotherapy drugs to the patients as per prescription submitted by the patient
- If any problem face by the patient due to late supply of medicine, I/We will be held responsible and bear compensation.
- I/We will have drugs not less than 75% of the commonly prescribed medicines and consumables.
- In case of negligence / supply of duplicate medicines, I/We will bear the penalty charges as will be decided by the Administration of SLN Medical College and Hospital, Koraput

Signature of Tenderer


Superintendent
Sahad Lazmao Market Medical College
Koraput, Odisha

Memorandum of Understanding (MOU)

The Memorandum of Understanding is made on this ____ day of _____

BETWEEN

SLN Medical College and Hospital, Koraput represented through its Medical Superintendent, SLNMCH, Koraput herein called as Party of the First Part (1st party)

AND

M/s _____ represented by its proprietor herein call as Party of the 2nd part (2nd Party)

Whereas

The 1st party is a Government Medical College & Hospital having establishment at Koraput who desire to empanel medicine store who will supply medicines and medical consumables to the SLN Medical College & Hospital to the 2nd party who has been selected through a tender process. The Office of the 2nd Party is situated at _____


Superintendent
Shree Lalman Nayak Medical College
Koraput, Odisha

COLLECTION OF INDENT FOR SUPPLY

- 1.1 The 2nd Party (Authorized chemist) or his representative shall receive local purchase indent hard copy/ online through internet from the central store during the time allotted or whenever it is required.
- 1.2 The indents are to made in a specialize format specified by the 1st Party in a booklet having three copies of different colour i.e. original (white), duplicate (red) & triplicate (yellow). After filling the format, the patient or his/her representative will carry the original and duplicate copies to the Sub- store from where the empanelled shop will collect the slip prescription at his own cost. When online facility becomes available, it will be passed through online. This booklet would be supplied by the 2nd party members at its own cost to sub store.

2. Delivery of Supplies

- 2.1 The delivery of supplies in full will be made immediately and in no case beyond four hour of receipt of requisition. The delivery shall be made by the supplier at the destination point of sub store. In the event of non supply of indented medicines in time as aforesaid. Rs.500/- will be deducted from the bill of the Chemists for each day or part thereof.
- 2.2 If the medicine is not available the 2nd Party has to submit the refusal with reason within one hour
- 2.3 The 2nd Party has to reimburse the entire medicine, medical consumable as per requisition and partial supply of the same by the second party will not be allowed.
- 2.4 The 2nd Party should supply the medicines/implants/ surgical disposable and other medical consumable etc as requisition by the staff nurse on duty with allotted sub store of different ward, Pharmacist in case of DDC & Sub store and in case of non- supply of the listed item, the complete format has to be returned to the recipient with date, time & signature of the supplier with stamp.
- 2.5 The 2nd party will ensure the supply of standard brand as requisitioned. In case of non-availability, the 2nd party will be allowed to substitute the same with equivalent generic composition but only after consulting the treating doctor/sub store.

3. Individual Packets

The 2nd Party (local Chemist) shall supply preferably bar-coded medicines indented for one patient in one packet and write the name and the quantity of medicines on the packet of the patient. The chemist put up sticker of bar-code/ manual containing the following information:

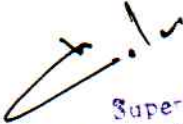
- a. Name of the drug.
- b. Beneficiary registration number on packet

4. Authority Slip

In case an authorized Medical Attendant of the sub store concerned give any 'by hand' Authority slip to a beneficiary, the medicines will be supplied immediately to the beneficiary for a period as mentioned in the slip.

5. Life period of Medicines supplied

Every medicine has its own shelf-life period mentioned on the label of medicine. The shelf life of medicines supplied should not have passed more than half of its shelf life at the time of supply.


Superintendent
Bhaad Laxman Nayak Medical College
Koraput, Odisha

6. Indent & release of payment against bills :

6.1 Online connectivity with Sub store :

The 2nd party (local chemist) shall ensure reliable internet connectivity to ensure connectivity to Sub store, SLNMCH, Koraput network to receive online indent from the sub store. Copies of the indent shall be printed by the 2nd party (local chemist) on plain computer stationary as per the specifications prescribed by SLN MCH, Koraput. The chemist must also have facilities for Bar code printing as well as bar code scanning.

6.2 PRESENTATION OF BILLS:

(I) The 2nd party (Authorized chemist) shall present the bill to respective unit for the supplies made during each fortnight (1 to 15 & 16 to 30/31) within ten days of enclosing of each respective fortnight. The bill should clearly indicate the details of the supplies made each day such as name of the item, batch no. date of manufacture & expiry date. Prescription slip No. with date, Purchase price, selling price and percentage excess claimed in the bill as per contract and any other information required by the hospital authority at any time. After due endorsement of the bills the same shall be submitted in the concerned section for payment.

(ii) The bill shall be supported by the original indent along with the certificate from the medical officer in charge of the Sub store/ concerned Treating Doctor / Unit Head/ HOD under his/her signature, with date , seal of the office for receipt of the items indented. The cost of medicine and other medical consumable items should be as per tender specification.

Incomplete bills not accompanied by any of the particulars mentioned in (i) above will not be entertained.


7. PERIOD UPTO WHICH SUPPLY ORDERS WILL BE PLACED

Supply orders will be placed against the contract up to last date of the contract. Orders received even on the closing date should be honored in accordance with the terms of contract even through the last date of the contract may have expired on the date of supply of medicine.

8. PERFORMANCE SECURITY

The amount of performance security shall be liable to be forfeited if the medicine supplied by the 2nd party (Authorized chemist) against the indents placed on them in pursuance of this contract are subsequently found as having been stolen from anywhere or are not conforming to quality. The performance security is also liable to be forfeited if the 2nd party (Authorized chemist)

- (i) Fails to adhere to the terms of the contract or
- (ii) Supplies any sub-standard, spurious drugs or substitute medicine /medical consumable items without permission as per clause 2.5
- (iii) Delay supplies
- (iv) Over charges


Superintendent
Sahad Lal, Nal, ak Medical College
Koraput, Odisha

- (v) If the chemist is found engaged in corrupt and fraudulent practices including subcontracting.
The chemist should not stop the supplies of the medicines/ drugs without giving 30 days notice.

9. TERMINATION FOR DEFAULT

The SLNMCH, Koraput may without prejudice to any other remedy for breach of contract, by written notice of default sent to the bidder terminate the contract in whole or part.

- a. If the bidder fails to provide any or all of the services within the period (s) specified in the contract.
- b. If the bidder fails to perform any other obligation(s) under the contract.
- c. If the bidder, in the judgment of the SLNMCH, Koraput has engaged in corrupt or fraudulent practices in competing for or in executing the contract including sub-contracting.

10. RESERVATION OF RIGHT FOR APPOINTMENT OF MORE CHEMISTS FOR EACH SLNMCH, KORAPUT UNIT

The superintendent, SLNMCH, Koraput reserves the right to appoint any number of 2nd party (Authorized chemists) for each unit. The 1st part superintendent, SLNMCH, Koraput, also reserves the right to allocate, reallocate the sub stores, existing and new ones under the SLNMCH, Koraput that may be set up during the currency of the contract. The Superintendent, SLNMCH, Koraput also reserves the right to decide which chemist shall normally serve with SLNMCH, Koraput unit. Without prejudice to the right. Emergency purchases can be preferred from any of the empanelled chemist irrespective of such allotment of unit to each 2nd party (Authorizes chemist) for purchase of normal supplies.


11. SUPPLY OF MEDICINE

Sufficient stock of standard quality of medicines at all times will have to be maintained by the chemist, to avoid inconvenience to the SLNMCH, Koraput beneficiaries.

11.1 In case of failure or refusal on chemists part to supply the medicines to the purchase/beneficiaries within the time as provided in clause 2.1, the contract is liable to be terminated / cancelled at chemists risk and cost. Any additional cost involved in arranging supply from alternative source will be recovered from the chemist. This will be in addition without prejudice to other provision.

11.2 The chemist will indicate batch number, date of expiry of drugs indented in the relevant columns of the indent sheet at the time of supplying the medicines/ drugs to the concerned SLNMCH, Koraput units/ sub stores.

11.3 The medicines/drugs to be supplied shall be of standard quality. In case it is found that a drug/ medicines is expired or is near the date of expiry, found not of standard quality, substandard or spurious, suppliers (Appointed 2nd party (Authorized chemist)) firm will be liable to be debarred


Superintendent
Tahad Lazma, AI, Medical College
Koraput, Odisha

from a period of 3 years besides other legal action that may be initiated. In case the supplier fails to supply indented drugs/ medicines. the SLNMCH, Koraput / beneficiary will be entitled to procure the same from other chemist and supplier will be liable to reimburse in full the price paid by the SLNMCH, Koraput / beneficiary. However the chemist will be allowed to claim what would be payable to him for the medicines as per agreed terms and conditions.

11.4 The designated chemist shall deliver the indented medicines in separate packets for individual beneficiaries. In case the beneficiary does not receive the indented materials within 24 hours of receipt of drugs the same shall be return back to the supplier without any claim.

12. INDEMNITY

The bidder shall indemnify the SLNMCH, Koraput against all actions suits claims and demands brought or made against it in respect of anything done or committed to be done by the bidder in execution of or in connection with the work of this contract and against any loss or damage to the SLNMCH, Koraput and beneficiary in consequence to any action or suit being brought against the bidder for anything done or committed to be done in the execution of this contract. The bidder will abide by the job safety measures prevalent in India and will free the SLNMCH, Koraput from all demands or responsibilities arising from accidents or loss of life, the cause of which is the bidders negligence. The bidder will pay all indemnities arising from such incidents without any extra cost to SLNMCH, Koraput and will not hold the SLNMCH, Koraput responsible or obligated. The SLNMCH, Koraput may at its discretion and entirely at the cost of the bidder defend such suit, either jointly with the bidder or single in case the matter chooses not to defend the case.


13. PAYMENT

The 2nd party (Authorized chemist) shall claim payments twice a month. Payments of the bills presented will normally be arranged in 4to 6 weeks from the date of presentation of the bill. However, the 2nd party (Authorized chemist) shall make no claim from the Government of Odisha (SLNMCH, Koraput) in respect of interest or damages in case the payment is delayed for any reasons. The payment has to be through ECS for which bidder should give requisite details of bank address, Account No etc.

14. ARBITRATION

The contract is based on mutual trust and confidence. Both the parties agree to carry out the assignment in good faith. If any dispute or difference of any kind whatsoever (the decision whereof is not herein otherwise provided for) shall arise between the SLNMCH, Koraput and the Bidder in connection with or arising out of the contract. Whether during the contract period or completion and whether before or after the termination., abandonment or breach of the contract, shall be referred to and settled by sole arbitration by the medical superintendent, SLNMCH, Koraput, who shall give written award of his decision to the Bidder.

That, both the parties have gone through the contained MOU and put their signature in presence of the two witnesses.


Superintendent
Sahad Lal Narain, ak Medical College
Koraput, Odisha

Witness-1

Medical Superintendent
SLNMCH, Koraput
(Party of the 1st party)

Witness-2

Proprietor of the Druggist
(Party of the 2nd party)


Superintendent
Sahsai Laxman Nayak Medical College
Koraput, Odisha