



Datta Meghe Institute of Medical Sciences Deemed University

(AVBRH/JNMC/SPDC/SRMMCON/RNPC/MGACH&RC)
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TENDER FORM

(TO BE SUBMITTED AS HARDCOPY ON OR BEFORE 18TH APRIL, 2016)

ANNUAL RATE CONTRACT FOR HOSPITAL/PHARMACY SUPPLIES 2016-17

1. Name of the Party : _____
2. Name of Key Person : _____
3. Address : _____
4. Landline No. / Mob. NO. : _____
5. Fax No. : _____
6. E-mail : _____
7. Website : _____
8. Validity period for Dealership
authorisation letter : _____
9. B.S.T./C.S.T./VAT/ TIN No. : _____
10. PAN No. : _____
11. Interested in supply of : _____
12. Name of Authorized Companies
(In case of dealers) :
I _____
II _____
III _____
IV _____
V _____

13. Tender Items Category (Please tick (✓) wherever applicable)

Sr.No.	Heads	
1	Medicine & Drug	
2	Pharmacy	
3	OncoDrugs	
4	I.V. Fluids	
5	Antiseptic & Disinfectant	
6	Diagnostic Kits	
7	Cardiology	
8	Stent & Balloon	
9	CVTS (valve / oxygenator)	
10	Intervention Radiology	
11	Surgical Disposable	
12	Cotton & Gauze	
13	Syringe	
14	Gloves	
15	Ophthalmology	
16	Suture Materials	
17	Surgical Instrument	
18	Medical Gases	
19	Biomedical S. Parts	
20	Dental Consumable	
21	Ayurvedic Medicine	
22	Hospital Equipments	
23	Dental Equipments	
24	Physiotherapy Equipments	

14. List of :

MAJOR CUSTOMERS :

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EDUCATIONAL INSTITUTION(IF ANY):

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15. Terms & Conditions (non – negotiable) :

- A. Tender is published only for utilization of Institution/Hospital's own consumption and not for trading. Hence we have no binding to purchase material from Wardha territory. We are free to purchase material from anywhere based on Institution/Hospital policy. Tender will be awarded to those Companies/Authorized Dealers and fulfilling the conditions as mentioned in Annexure -1, having highest grading & ready to supply Best/Approved quality with lowest rates.
- B. Tender form price 2,000/- only.
- C. Refundable Security Deposit (Interest Free) of Rs.20,000/- will be collected only from parties with whom the Institution will enter into a rate contract. Further, if the vendor is a manufacturers/ Companies, then they are exempt from paying Security Deposit.
- D. Tender form will be available at D.M.I.M.S Atrey Layout (VT convent Pratap Nagar building), Nagpur & Accounts Department , A. V. B. R. Hospital, Sawangi (Meghe), Wardha.
- E. Pre bid discussion is scheduled during the period of 05/04/16 to 16/04/16 for any queries related to tender process.
- F. Old R.C Rate (2015-16) will be applicable till 31 July 2016. In case new rates offered are lower than existing rates during bidding by vendor, new rates will be applicable with immediate effect
- G. Only Companies or Company authorized vendors will be accepted for awarding the Tenders. Vendors are requested to submit, by uploading on the certificate online at the time of registering online, Companies Authorisation letters (in separate file) which are duly certified by the company authorized person. Company must not changed their Authorised Distributor during the Tenure of Rate Contract Period.
- H. Quantities mentioned in the tender list of item are as per actual consumption of FY 2015-16. Actual order quantity may vary as per hospital discretion, depending upon the actual requirement.
- I. Tender rates Quotations are to be submitted online, in given format with make, size & rate within 15 days from the date of tender advertisement on the last date of submission i.e. 18.05.16 & Advertisement Dt. 04.04.16. Rates are to be quoted only on the online portal. (Hard copy will not be acceptable for rates). Rates quoted will be FOR Wardha excluding taxes.
- J. The parties are requested to submit the sample of items in proper packing, while submitting the tender. No samples will be accepted after the tender closing date i.e. 18th April, 2016.
- K. First preference to be given to those company who will extent excise duty benefit against SERVE FOR INDIA SCHEME DUTY CREDIT SCRIPT issued by Government of India.
- L. Rate quoted shall be applicable for the purchase made between August 2016 to July 2017. All taxes (Including Vat) should be separately mentioned. Any significant decrease in the market rate from time to time should result in rate revision at the earliest.
- M. Medicine & Drug expiry date should not be less than 1-2 years or as per company's policy from the date of receipt.
- N. Rate should be FOR Central Store, Sawangi (Meghe), Wardha inclusive of transporting & other forwarding charges.
- O. In case delay in delivery Penalty @ 0.5% per day or maximum 5 % of material value will be levied. If such cases of delay are repeated more than 4 times, Institute reserves the right to black list the vendor for period of 3 years.

- P. Original bill to be submitted along with DM & Material to the store incharge & acknowledged copy of the same to be kept for future reference.
- Q. Payment will be made within 45 days after delivery of material & receipt of bill with all requisite details.
- R. Equipment demo is required to be completed within 10 days of tender opening date
- S. Company's higher authority is required to be present, who can take final decision on pricing for annual Rate Contract 2016-17 through online bidding
- T. If any forged documents/ unethical practices found during verification of Tender documents process by the vendors , hospital will blacklisted the vendor for forever from the institute.
- U. The institution reserves all the rights to reject the whole or any part of the tender without assigning any reason
- V. I/We agreed the above all terms and conditions

Date:-

Authorized Signature
(Name:-)

Company/Vendor Firm Seal

Annexure - 1

Mandatory conditions/documents to be complied with or provided by the applicant

1. Copy of Company incorporation/ registration certificate or shop and establishment act/ factory act license, as applicable.
2. Drug license (Indian FDA) for Drug items.
3. Sales tax/ VAT Clearance certificate till March 2015 along with VAT Registration Certificate.
4. Annual Turnover of the applicant should be above Rs. 50 Lakhs per annum for the last 3 years. A CA certified copy of the annual turnover should be provided as supporting.
5. Affidavit that Company has not been blacklisted by any Government/ Private Institution in the past 5 years.
6. Copy of PAN Card.
7. The Tender form should be reach the Institution in a sealed envelope. The envelop should mention the online vendor registration number.

Note :

All documents has to be uploaded online at the time of registering on the online portal.

Tender Awarding Process

- A) Newspaper Advertisement
- B) Tender form sale (Tender Terms & Condition form & Online link for vendor registration and filling in quotations online will be provided).
- C) Pre bid discussion 5.4.16 to 16.4.16.
- D) Documentation and samples to be submitted by vendors on or before 18th April, 2016.
- E) Seal Tender Opening, vendor documents verification process and vendor short listing based on criteria as per Annexure 1.
- F) Sample approval process
- G) Online bid for high value will be done & dates will informed to eligible registered vendors through call centre & by Mail
- H) Confirm to vendors for Awarding of selected items for THE PERIOD OF 1 year by letter.
- I) Rs. 20000/- EMD Money will be Deposited at the time of signing the Annual Rate Contract.