

GENERAL TERMS & CONDITIONS FOR EMPANELMENT OF MEDICINE STORE, SVPPGIP, Cuttack

The term & condition required to participate in the tender for empanelment of medicine store are mention below.

- 1) The medicine shop should be a Govt. Registration firm.
- 2) The firm should be situated within 200mtr. Radius of hospital campus. In case of non availability, this shop within 200mtrs. others will be considered..
- 3) The bid will be two bid systems as Technical Bid & Price Bid, and to be submitted in separate sealed envelope with super scribe (Technical bid/ Financial bid) as per the Annexure I,II & III.
- 4) The firm must quote the minimum percentage claimed extra over and above the purchase price of the medicine which should not exceed 10% extra over purchase price and should not exceed to MRP.
- 5) The medicine shop has to submit Xerox copy of Valid Drug License and other supportive documents which shows validity of Drug License.
- 6) The medicine shop has to submit Xerox copy of valid GST Registration & Pan Card in the name of shop or proprietor.
- 7) The documents necessary will be evaluated in the technical bid and for qualified bidders financial bid will be opened.
- 8) The bidder quoting lowest percentage over and above the purchase price will be selected.
- 9) The medicine store must have drugs not less than 75% of the commonly prescribed medicine of the hospital.
- 10) If any medicine to be procured is not available in the medicine store, it is the responsibility of the store to arrange it and supply quickly.
- 11) Copy of the purchase bill to be submitted along with monthly bill.
- 12) The medicine store should supply medicine of reputed brand and lowest rate available in the market.
- 13) Tender will be valid for a period of one year or till the next tender is made.
- 14) The bidder if selected has to give a agreement in stamp paper if any payment is made in excess of actual billing amount then he has to return it and also has to comply the audit when necessary.
- 15) Bill /Invoice must mention the purchase price & billing price of the medicine.
- 16) Declaration to supply within 1 to 2 hour after receiving the order without fail.
- 17) It will be the responsibility of the medicine shop to ensure that the items supplied are of standard quality.
- 18) Payment will be made on monthly basis as per availability of fund.
- 19) It will be the responsibility of the medicine shop, if any issue arises because of the medicine supplied if found to be of sub-standard quality subsequently.
- 20) The medicine shop proprietor has to submit an affidavit of declaration in non judiciary stamp paper regarding agreement as per Annexure-III.



Superintendent
SVPPGIP, Cuttack

ANNEXURE- I

Documents to be submitted in technical bid (In separate sealed envelope)

1. Application addressed to superintendent in plain paper for empanelment.
2. Copy of Valid Drug License or if deposited for renewal the deposit challan copy should be submitted.
3. Copy of GST Certificate.
4. Copy of PAN Card (in the name of shop/ proprietor)
5. Affidavit in non Judicial stamp paper as per annexure-III



FINANCIAL BID

Name of the shop:--

Additional claim over and above the purchase price. (should not exceed 10% over the purchase price)	Percentage (%) extra claimed above the purchase price
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Signature of the proprietor

Date:-

Name of the Shop

Address



ANNEXURE-III

(The points to be placed in Non Judicial stamp paper as affidavit)

I agree to the following terms & conditions, if I am selected for the supply.

SL. No.	NAME OF THE CONDITIONS
1	The medicine store must have drugs not less than 75% of the commonly prescribed medicine of the hospital.
2	If any medicine to be procured is not available in the medicine store, it is the responsibility of the store to arrange it and supply quickly.
3	Copy of the purchase bill to be submitted along with monthly bill.
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6	Bill /Invoice must mention the purchase price & billing price of the medicine.
7	Declaration to supply the medicine within 1 to 2 hour after receiving the order without fail.
8	It will be the responsibility of the medicine shop to ensure that the items supplied are of standard quality.
9	It will own the responsibility of the medicine shop, if any issue arises because of the medicine supplied if found to be of sub-standard quality subsequently.

Signature of the proprietor

Date:-

Name of the Shop

Address