



جامعة عليا Aliah University

(A UGC & AICTE approved autonomous Institution under the Department of Minority Affairs and Madrasah Education, Govt. of West Bengal)

IIA/27, New Town, Rajarhat, Kolkata – 700 160, West Bengal

Web: www.aliah.ac.in

NOTICE INVITING TENDER

Ref No: **004/AU/REG/NIT/18-19**

Date: 18/05/2018

Sub: Sealed Tenders are invited from the bonafide and resourceful Suppliers/Dealers/Agents for Supply of Drugs and Medicines for Medical Centers of New Town Campus and Park Circus Campus of Aliah University.

Aliah University, Kolkata a Premier Educational Institute under the Minority Affairs and Madrasah Education Department, Government of West Bengal, invites **Sealed Tenders** from the bonafide and resourceful **Suppliers/Dealers/Agents for Supply of Drugs and Medicines for Medical Centers of New Town Campus and Park Circus Campus of Aliah University**. The tentative quantity of the required items along with technical configuration of each items are mentioned at Annexure separately.

Interested **Bidders** may submit their **Tender** complete in all respect To, The Registrar Aliah University IIA/27, New Town, Kolkata- 700160, West Bengal, India by **29/05/2018 up to 02 P.M**

Scope of Work:

In this regard NIT has been invited in two fold basis i.e. Technical Bid and Financial Bid.

Interested bidders are requested to provide their Quotes following the format in Annexure- II in their official letter heads along with filled up and signed Compliance Statement and Price Bid (Annexure- III).

The University retains the right to cancel any of the items at a later date after the contract is awarded. The University at its own discretion may cancel any or all the items in the bids without assigning any reason thereof.

For any information in this regard please Email: registrar@aliah.ac.in and copy to store&purchase@aliah.ac.in

Sl.	Schedule	Date & Time
1	Date of uploading of NIT (Publishing Date) at Aliah University Website	21/05/2018 at 02 P.M
2	Bid submission start date	22/05/2018 at 12 P.M
3	Bid Submission closing	29/05/2018 up to 02 P.M
4	Techno Commercial Bid opening date O/o The Registrar, Aliah University, New Town. (The Bid Opening date is tentative and could be open on availability of Concerned Committee Members)	30/05/2018 at 02 P.M

Sd/-
Registrar
Aliah University

ANNEXURE I: GENERAL TERMS & CONDITIONS

- All Drugs and medicines shall have a minimum expiry of 18 months on the date of supply.**
- All Drugs and Medicines must be delivered within 15 days of issuing work order at Medical Centre, New Town Campus, Ground Floor, IIA/27, New Town, Kolkata – 700 160, West Bengal
- The Tenderer should bear all the transportation & insurance **risk** till the on door delivery point. Selected bidder shall take all possible care for Govt. Property & of any damages due to negligence of his workers; the bidder/Agency shall be responsible for all such damages & repair the same at his own cost.
- The rates** so quoted must be inclusive of GST, Central Excise, customs Duty if any, packing freight to destination, Insurances and levies and necessary installation and fixing at designated places at Aliah University and all charges i.e. cost of Equipment and other incidental charges for supplying at

destination level also delivery charges up to the point of delivery at proper destination level and as per instruction in the work/ supply order. No extra charges will be entertained. Prices can be quoted in Indian Currency only (₹). No extra payment will be made for carrying of materials involving head load/ trolley etc.

5. Supply of Items will be made in conformity with the specification & time as mentioned in the work order as decided by the authority. **No deviation in specification** will be accepted. After delivery of the materials to the respective points by selected bidder (s), authority reserves the right to collect the samples of supply the materials at random basis and send those materials for testing to ensure the quality of products etc. If it is found that materials are not according to the specification, the authority has every right to cancel the total lot or otherwise forfeit the security money, blacklisting the respective Manufacturer / Supplier and terminate the contract.
 6. If any part of the service in respect of the work assigned and undertaken by you not rendered/delivered in time, Aliah University shall be entitled to levy and recover liquidated damages/ penalty at 1% per week or part thereof the delay/ default, subject to 5% maximum, on the payment due to the agency/contractor for the particular stage. Any delay beyond scheduled dates may attract higher penalty to be decided by the Aliah University
 - 7. Bidder must participate in all items otherwise their bid will be rejected**
 8. The bidder will be selected on overall rate only.
 9. All disputes are subject to exclusive jurisdiction of competent Court and Forum in Kolkata, India only.
 10. Any dispute arising out of this contract shall be referred to the Registrar, Aliah University, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Vice-Chancellor of the University. The decision of such Arbitrator shall be final and binding on both the parties.
 11. **Payment terms:** 100% payment will be released after receiving of items in good order and condition and successful commissioning duly certified by the concern Medical Officer. The payment will make by RTGS / FUND Transfer mode only. **Hence, following information must be clearly written in the Price Bid for RTGS / FUND TRANSFER:**
 - a. Name of the Firm with complete postal address
 - b. Name of the Bank with Branch where the Account exist
 - c. IFSC CODE
 - d. ACCOUNT No
 - e. PAN No
 - f. GST/TIN No (Required from the vendors belongs to West Bengal)
- Any request for any sort of advance payment shall not be entertained.**
12. The Tenders are liable to be rejected if the fore going conditions are not complied with. The bid should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.
 13. The products asked for should be of very high standard and preferably reputed brand.
 - 14. All bidders must submit all Technical Documents as per Annexure II otherwise their bid will be cancelled.**
 - 15. The list of medicine given here are all in brand name. Medicine with similar generic formulation but of reputed brand name may also be considered.**

Annexure II : Technical Bid Application Format
(Please attach all relevant documents)

To, The
Registrar
Aliah University
IIA/27, New Town,
Kolkata-700 160

Sub: **Application for Supply of Drugs and Medicines for Medical Centers of New Town Campus and Park Circus Campus of Aliah University**

Ref: - _____N.I.T. Nodated

Sir,

1. ABOUT THE ORGANIZATION	
1.1	Name of the Organization
1.2	Name of Authorized Person

1.3	Registered Office Address with telephone no. & email address			
1.4	Authorized Service Station Name, address, contact person name, phone number, e-mail			
2. TECHNICAL DOCUMENTS				
2.1	Company Registration No./Trade License No./Partnership Deed No. (Photocopy Required to Be Submitted along with NIT)			
2.2	PAN Registration No (Please attach documentary evidence)			
2.3	GST Registration No (Please attach documentary evidence)			
2.4	Manufacturing License or Drug License (if any) (Please attach documentary evidence)			
2.5	The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India or abroad.			
2.6	Experience: Copy of Work Order/ Work Completion Certificate with work value duly signed by Competent Authority from Indian Central/ State Government Department/Institute, Autonomous Institute/ Agency/ Office/ University Funded by Central/State Government showing that - The Bidder should have executed (completed) at least One (Please attach documentary evidence) similar kind of job			
S1	Name and Address of work order issuing organization	Supply of Similar Items	Value of work	Supporting Document like Work Order/ Work Completion Certificate

ANNEXURE III COMPLIANCE STATEMENT AND PRICE BID:

S1	Para of Tender Enquiry Specification of Items Offered	QTY & UNIT (All In Numbers)	Compliance to Tender specification whether YES/ NO	TOTAL RATE			
				Inclusive GST, Other Taxes and other cost upto the point of delivery			
	1	2	4	5			
				Make	MRP (Rs.)	Discount (%)	Quoted Rate (Rs.)
1	Paracetamol500	3000					
2	Paracetamol650	2500					
3	Cetzine	3500					
4	DeriphylinR150	500					
5	Ascoril Syp/Alkof	100					
6	Allegra120	500					
7	Omez D	1000					
8	Unizyme	1000					
9	Tab.Digene	1000					
10	Tab.O2	1000					
11	Rantac150	1000					
12	ZerodolSP/AcemizS	2000					
13	Zerodol-P/Fena	2000					
14	Decolic	500					
15	DrotinDS	500					
16	OndemMD4	500					
17	Metrogyl400	500					
18	Stemetil MD	100					
19	ZoleF/Quadriderm	100					
20	ORS	100					
21	Volini pouch	100					
22	Inj.Lasix	10					
23	Inj.Decolic	10					
24	Piriton cough syrup	60					
25	Silvarex oint	14					
26	T Bact/Muce oint	40					

27	Ascabiol/scabizen	50				
28	Betadine lotn.	20				
29	Doctor's spirit	10				
30	Creepe Bandage6"	50				
31	Creepe Bandage4"	20				
31	Inj Voveran	10				
32	Inj.Decdan/Lycort	10				
33	Inj Deriphylin	10				
TOTAL QUOTE IN INR						
TOTAL QUOTE IN WORD						

I/We agree to supply the above goods/equipment/products in accordance with the technical specifications for a total contract price of Rs..... (Amount in figures) (Rupeesamount in words) within the period specified in the invitation for Tender. We confirm that the normal commercial warranty/guarantee of mentioned in this Tender shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the invitation letter. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery. Certify that all above information are correct to the best of my/our information, knowledge and belief.

Signature of the Bidder

Date _____

Name _____

Designation _____

Seal

Ref. No: 004/AU/REG/NIT/18-19

Dated: 18/05/2018

Copy to:

1. The Chairman, Purchase Committee for Medical Centers, Aliah University
2. Website: www.aliah.ac.in
3. One Bengali News paper
4. Guard File

Sd/-
Registrar