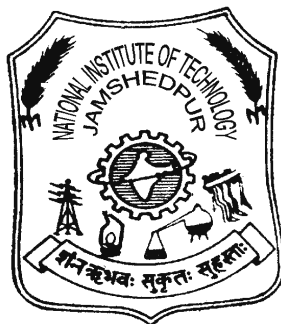


TENDER DOCUMENT

NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR
P.O.:NIT, JAMSHEDPUR, (JHARKHAND)- 831014

(An Institution of National Importance under Ministry of HRD, Govt. of India)



OPEN TENDER NOTICE

Tender Notice No.: NITJSR/MED/32/ RC/S&P/204 Dated: 20/02/2020

.....

RATE CONTRACT FOR SUPPLY OF MEDICINES TO THE INSTITUTE HEALTH CENTER

.....

LAST DATE OF SUBMISSION OF TENDER: 16/03/2020 UP 17.30 P.M.

DATE OF OPENING OF TENDER: 17/03/2020 AT 11.00 A.M.

Address for submission of Tender:

Stores & Procurement Section
National Institute of Technology
Jamshedpur-831014

Telephone No. : 0657-2373629, 2374256, 2374249
web site : www.nitjsr.ac.in Fax No. : (91) +0657- 237324

PREPARED BY : STORES & PROCUREMENT SECTION, NIT JAMSHEDPUR



NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR
P. O.: NIT, JAMSHEDPUR (JHARKHAND) - 831014
(An Institution of National importance under Ministry of HRD, Govt. of India, New Delhi)

Tender Notice No.: NITJSR/MED/32/ RC/S&P/204 Dated: 20/02/2020

THE CONTRACT FOR SUPPLY OF MEDICINES TO THE INSTITUTE HEALTH CENTER

National Institute of Technology Jamshedpur invites sealed tender for supply of Medicines to the NIT Dispensary from Eligible & Reputed medicine shop located in and around Jamshedpur on **Monthly or daily requirement basis** up to the rate on MRP (Maximum Retail Price) or discounted rate as offered.

Rate for supply of medicines shall be valid for a period of one year and to be renewed yearly basis, up to three years on satisfactory performance from the date of contract as per terms & conditions specified in the tender document.

The complete Tender document along with terms & condition is available on NIT Jamshedpur web-site <http://www.nitjsr.ac.in> .The tenderers can download the tender set from the institute web site <http://www.nitjsr.ac.in>

The sealed Tender duly super scribed "**RATE CONTRACT FOR SUPPLY OF MEDICINES TO THE INSTITUTE HEALTH CENTER**" along with advertisement Notice No. in bold letters on the top of the envelop should reach office of the undersigned on or before 16/03/2020 up to 17:30 P.M. addressed to "Stores & Procurement Section, National Institute of Technology Jamshedpur- 831014".

Received Tender will be opened on 17/03/2020 at 11:00 A.M. in the presence of the tenderers or their representatives, if they so desire, at NIT Jamshedpur.

Asstt. Registrar (S&P)
NIT, Jamshedpur

Copy To:

1. Institute web site for hoisting.
2. Institute Notice Board for circulation.
3. Jagran News Paper for Publication.

RATE CONTRACT FOR SUPPLY OF MEDICINES TO THE INSTITUTE HEALTH CENTER

INSTRUCTION TO THE BIDDER/FIRMS

1. National Institute of Technology Jamshedpur is interested to enter into contract from reputed & valid Medicine Supplier Shops for the supply of Medicines to the NIT Dispensary from Eligible & Reputed medicine shop located in and around Jamshedpur on Monthly or daily requirement basis up to the rate on MRP (Maximum Retail Price) or discounted rate as offered.
2. The application form along with other details & document can be downloaded from the Institute **website** www.nitjsr.ac.in
3. The sealed Tender duly super scribed " **RATE CONTRACT FOR SUPPLY OF MEDICINES TO THE INSTITUTE HEALTH CENTER** " along with advertisement Notice No. in bold letters on the top of the envelop should reach office of the undersigned on or before schedule of last date of submission of Tender addressed to "Stores & Procurement Section, National Institute of Technology Jamshedpur- 831014".
4. Tender will be opened as per schedule in the presence of the tenderers or their representatives, if they so desire, at NIT Jamshedpur.
5. The applicant should make sure before applying that the firm has the required eligibility criteria & experience for that business.
6. The application must be submitted in **prescribed application** and **Declaration form as Annexure I, II & III** with all required relevant & sporting documents. Incomplete and conditional applications will not be considered.
7. The application should be signed by an authorized signatory of the Firm(S) bearing his/ her full name and status, clearly indicated below the signature along with the official seal of the firm.
8. The application is liable to be ignored if the information given on eligibility criteria is not complete.
9. Submission of an application implies that he/she has read this notice and all other contract documents and has made himself aware of the scope of the work.
10. Application may be sent preferably by Post/Courier at the aforementioned address or sent by hand delivered also so as to reach the aforementioned address on or before the said date. NIT Jamshedpur will not be responsible for delay or loss in transit if sent by post. No representation in this regard shall be entertained by this Institute.

RATE CONTRACT FOR SUPPLY OF MEDICINES TO THE INSTITUTE HEALTH CENTER

TERMS AND CONDITIONS

1. The firms/bidders are advised to go through the tender documents and understand the terms and conditions specified therein before submitting the tender application.
2. Only Chemists/Dealers holding a valid Drug/Medicine sale license are eligible to participate in the tender for supply of medicines to institute. The firm must have a valid GST Registration No.
3. The offer should be quoted on F.O.R. NIT Jamshedpur, inclusive of fixing, packing, forwarding, freight and all other charges, if any.
4. The supply of medicine shall be made on Maximum Retail Price (MRP) basis of respective medicine less offered Discount.
5. Prospective Firms will be given preference, if any discount is offered by the firm for supply of Medicine.
6. Contract for supply of medicines shall be valid for a period of one year and to be renewed yearly basis, up to three years on satisfactory performance from the date of contract as per terms & conditions specified in the tender document.
7. List of required tentative medicines are attached. On the basis of requirement of medicines other medicines can also be demanded. The Quantity is tentative and it can be increase or decrees.
8. it can be increases and other medicines can also be indent demand
9. Requirement can be increased or decreased at the time of placement of order at the discretion of the Competent Authority, National Institute of Technology, Jamshedpur.
10. Period of Validity: Rate for supply of medicines shall be valid for a period of one year and to be renewed yearly basis, up to three years on satisfactory performance from the date of contract as per terms & conditions specified in the tender document.
11. Delivery: Supply should complete within 2 days after issue of every Purchase Order by the successful bidder.
12. Any clarification/query regarding the purchase order should be sought from the Medical officer of this institute within 24 hours from the receipt of the order.
13. The stores to be supplied have a minimum shelf life of not less than 50% of life on the date of receipt of supply, reckoned from the date of manufacture to the date of expiry. Stores not conforming to the above will be rejected.

14. Discount will be applicable for Branded Medicines and Generic Medicines separately on only labeled MRP.
15. In case, of medicines where M.R.P. is not printed on the packing, MRP price list from the manufacturer valid for the said period shall be submitted along with the bills.
16. Liability to pay any Taxes/ GST/ Levy/ Cess/ Octroi etc. leviable under any law would be that of the supplier.
17. Payment of the bills presented will normally be made within 15 days time from the date of presentation of the bill subject to the verification of medicine by authorized officer.
18. Firm has to assure to supply only prescribed medicine. Firm cannot deliver change/ alternate medicine without written consent of authorized Medical Officer.
19. The selected firm cannot assign or sublet the supply or any part or it to any other firm in any form.
20. It is expected from prospective firms to maintain absolute integrity, follow a decent standard of business ethics and do nothing unbecoming of a registered supplier.
21. At any given point of time, if any of the documents furnished by the Firms/ suppliers is found to be false, it would be deemed to be a breach of terms of contract making the firm concerned liable for legal action besides termination of empanelment.
22. The contract, if awarded, for specific period, can be terminated at any time without assigning any reason, whatsoever, even before the expiry of the contract period.
23. The Director, National Institute of Technology Jamshedpur reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
24. Dispute: In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIT Jamshedpur shall be final.

APPLICATION FORM
RATE CONTRACT FOR SUPPLY OF MEDICINES TO THE
INSTITUTE HEALTH CENTER

Sl. No.	Requisite Information	Firms Response
1.	Name of The Firm	M/s.....
2.	Registered Address of the Firm
	Pin code	
	Telephone /Mobile No.	
	Email ID	
3.	Constitution of the Firm : 1. Proprietorship 2. Partnership 3. Private Limited 4. Other, please specify	
4.	Name of Proprietor/ Partners	
5.	Valid Drug/Medicine Sale license No. & Validity Date.	
6.	Valid Trade License No.	
7.	GST No.	
8.	Name of Contract Person/ Repetitive of Firm : Mobile No.
9.	Details of Bank :	Name of Bank: _____ Account No. : _____ Account Holder _____ IFSC Code : _____ MICR Code : _____

10.	Agreed to supply the medicine on the rate of Maximum retail Price (MRP) or discounted rate as offered.	
11.	Rate of Discount offered for Branded and Generic Medicines separately in percentage on MRP	Offered Discount on Branded Medicines: % Offered Discount on Generic Medicines: %
12.	Payment Terms agreed as Specified.	

This is to certify that all the information stated above is true and correct to the best of my/our knowledge. I/We understand and accept the terms and conditions and further accept that if there is any suppression, fabrication and misstatement of facts in any form, will at once result in cancellation of my application for empanelment and that NIT Jamshedpur reserves its rights to take such action as it may deem fit in such an eventuality.

(Signature of the authorized Signatory of Tendering Firm)

Date: Name of signatory:

Place: Designation/Position in Firm:

Office Seal:

Note:

Please submit documentary proof in support of the data.

CONTRACT DECLARATION

(Note: Declaration should provide on printed letter head of the Bidder indicating thereon Sales Tax Registration, FAX, Email, Telephone numbers, etc.)

To,

Registrar
National Institute of Technology
Jamshedpur - 831014

Sub: RATE CONTRACT FOR SUPPLY OF MEDICINE TO THE INSTITUTE HEALTH CENTER

Sir,

I,.....(Proprietor/Partner) of
M/s.....(Name of Firm) having examined the details
of Tender document, I / We hereby submit the prequalification documents and other
relevant information for Registration/Empanelment of our Firm.

Having examined the details of Tender document, I / We hereby submit the prequalification
documents and other relevant information.

I/We here by certify that all the statements made and information supplied in the
statements are true and correct to the best of my knowledge. I understand that if any
information found incorrect, the application is liable to be cancelled.

I / We also hereby declare that all matters related to National Institute of Technology
Jamshedpur shall be treated as confidential and no information shall be passed on to any
unauthorized person without written permission of the Competent Authority.

Mr. whose signatures are appearing below, is the
authorized representative(s) of the firm.

I / We also undertake the responsibility to communicate all subsequent changes in the
constitution or working of firm, affecting the accuracy of the facts, stated above.

I / We assure that if empanelled, the firm will serve the Institute for a minimum period of
one year.

I/We have furnished all information and details as necessary for Registration /Empanelment
and have no further pertinent information to supply.

I/We certify that my firm is not blacklisted / banned from business by any organization.

I/We hereby accept the rules and procedures of the Institute for Registration /Empanelment
of Supplier/Vender and agree that the Institute has the right to accept or reject any
application without assigning a reason thereto.

I/we have not tampered/modified the application forms in any manner. In case, if the same
is found to be tampered/modified, I/we understand that my/our application will be
summarily rejected. I/we am/are liable to be banned from doing business with National
Institute of Technology, Jamshedpur and /or prosecuted.

Date:

Place:

(Signature of authorized Person)

Office Seal :

Name of Signatory: _____

Designation : _____

Signature of representative of the firm:

Name of representative:

Contact No. of Repetitive:

(Note: Discount should be offered on printed letter head of the Bidder indicating thereon Sales Tax Registration, FAX, Email, Telephone numbers, etc.)

**RATE CONTRACT FOR SUPPLY OF MEDICINES TO THE
INSTITUTE HEALTH CENTER**

o.	Category	Offered Rate of Discount in percentage on MRP
1.	Branded Medicines	% (In words.....)
2.	Generic Medicines	% (In words.....)

Place: _____ (Signature of authorized Person)

Date: _____ Office Seal :

Name of Signatory: _____

Designation : _____

Signature of representative of the firm:

Name of representative:

Contact No. of Representative: