

UNIVERSITY OF KALYANI



NOTICE INVITING TENDER

Tender Ref. No. KU/NIT/HC/2017-18/01

Date: 22nd May, 2017

Sealed tenders are invited for Supply of **Medicines & Dressing Materials** to the Health Centre, University of Kalyani from reputed vendors having valid up to date Trade License, I.T., VAT, Service Tax and Professional Tax clearance certificate and experience for at least last two years for supplying similar type of items.

Tender documents may be downloaded from the University website www.klyuniv.ac.in and the same after filled up must be submitted in a sealed envelope addressed to, **The Assistant Medical Officer, Health Centre**, University of Kalyani, Kalyani, 741235, WB with a DD of Rs.500/- (non-refundable) for placing quotation. DD will be drawn on any Bank having Service Branch at Kalyani/Kolkata and be issued in favour of “University of Kalyani” payable at Kalyani.

Last date of receiving tender document either by hand or by post: 31/05/2017 up to 4 p.m.

- For specifications of the above items please refer **Annexure-A** of the Tender Documents.
- For furnishing basic information about the bidder, please refer **Annexure- B** of the Tender Document
- For submission of Quotation, Bidder must follow the Price Bid Format vide **Annexure – C** of the Tender Document.
- Bidders must comply the Terms and Conditions as mentioned in the **Annexure-D** of the Tender Document.
- Bidder must submit Undertaking form as mentioned in the **Annexure-E** of the Tender Document.

Sd/
Dr. Santi Ranjan Mondal
Assistant Medical Officer
Health Centre
University of Kalyani,
Kalyani -741235

ANNEXURE- A (DETAILS OF MEDICINES TO BE PURCHASED)

Sl. no	Chem. Name	Quantity	Sl. no	Chem. name	Quantity
1.	Tab.Aceclofenac100+Paracetamol325	4000tabs	28.	Tab Levocetirizine 5 mg	4000 tabs
2.	Inj. Drotaverin	10 amp	29.	Tab. Prednisolone 10	200 tabs
3.	Tab.Alprazolam 0.25 mg	1000tabs	30.	Iron+B12+Folic Cap	2000 caps
4.	Amlodipine 5 tab	5000tabs	31.	Metformin 500 tab	5000
5.	Amoxicillin 500mg cap	2000caps	32.	ORS Pouch	600 pouch
6.	Tab.Antacid tab chewable (Al(OH) ₃ 250+ Mg(OH) ₂ 250+Mg Al Silicate hydrate50+Activated Dimethicon50)	3000tabs	33.	M.Vit + Min. Cap.	3000caps
7.	Tab.Atorvastatin10 tab	3000tabs	34.	Neomycin+polymixinB+ Bacitracin Ointment 5gm	200 tubes
8.	Tab. Azithromycin 500	1000 tabs	35.	Tab.Rabeprazole 20mg	5000 tabs
9.	Tab.Diethylcarbamazine 100mg	1000tabs	36.	Ondansetron Inj	10 amp
10.	Tab.Bisacodyl 5mg	600tabs	37.	Povidone Iodine Oint 15 gm	100 phls
11.	Calcium + Vit-D3 tab.	4000tabs	38.	Paracetamol 500mg Tab.	5000 tabs
12.	Cinnarizine 25 mg tab	1500tabs	39.	Lindane 1%+ Cetrimide0.1% lotion 100 ml	100 phls
13.	Ciprofloxin eye drop 10ml 0 .3%	150 phls	40.	Silver nitrate oint.20mg	5 phls
14.	Clotrimazole Oint. 15gm	100 phls	41.	Tab.Telmesartan 40mg	4000 tabs
15.	Tab. Ciprofloxacin 500	1000 tab	42.	Vit. E Cap	1000caps
16.	Diclofenac Gel 30 gm	1000tubes	43.	Vit-C Tab	500 tabs
17.	Diclofenac Inj. 1ml	10amp	44.	Tab. Ofloxacin 200 + Ornidazole 500	1000 tabs
18.	Tab. Domperidone 10mg	600tabs	45.	Xylometazoline Nasal Drop 10ml	100 phls
19.	Diphenhydramine HCl+ Ammonium Chloride + Sodium Citrate + Menthol. 110ml Syrup	960 phls	46.	Tab. Febuxostate 40 mg	600 tabs
20.	Drotaverin Injection 2ml	10amp	47.	Dicofenac Spray 55 gm	15 phls
21.	Tab Famotidine 40	4000 tabs	48.	Tab. Drotaverine 80 mg	600 tabs
22.	Ecosprin75mg Tab	1500	49.	Tab. L-Thyroxine 100 mcg	20 phls
23.	Tab. Fexofenadine 120mg	1000	50.	Paracetamol 650 mg tab	3000 tabs
24.	Tab.Glimepiride 2 tab	5000tabs	51.	Inj. Tetanus toxoid 0.5ml/amp	200 amp
25.	Tab Montelukast 10mg	1000	52.	Liquid Antacid (Dried Al ₂ (OH) ₃ + Mg(OH) ₂ + Activated Dimethicone) 200 ml	10 phls
26.	Syr. Ambroxol 30mg+ Guiphenesin 50mg per 5ml ,100ml	500 phls	53.	Tab. Fluconazole 150	500mg
27.	Tab. Salbutamol 2mg+Theophylline 100 mg	200 bs			

B. Required list of emergency Tray Medicines:

Sl. no	Chem. Name	Quantity
1.	Inj. Frusemide 2 ml 10mg/ml	10 amps
2.	Inj. Etofylline + Theophylline 2ml	10 amps
3.	Inj. Pheniramine Maleate 2ml 22.75mg/ml	10 amps
4.	Inj. Dexamethasone 2ml; 4mg/ml	10 amps
5.	Inj. Diclofenac 1 ml; 75mg/ml	10 amps
6.	Inj. Ranitidine 2ml; 25mg/ml	10 amps
7.	Tab. Sorbitrate 10 mg	50 tabs

C. Required list of dressing materials:

Sl. No	Name	Quantity
1.	Gauze than 90cm x 16 m	4 packs
2.	Leucoplast Adhesive Tape 10cm x 5 m	6 phls
3.	Disposable Syringe 2 ml Box of 100.	4 boxes
4.	Povidone iodine Ointment 125 gm	2 Phls
5.	Dettol Solution 500ml	4 phls
6.	Surgical Blade	10 Pieces
7.	Absorbent Cotton Rolls 400 gm	4 rolls
8.	Bandage rolls 5m x 10cm Pack of 1x12	20 packs
9.	Merbromine Crystals 20 gm pack	4 phls
10.	Povidone Iodine Solution 500 ml	1 Phls
11.	5% Dextrose Solution 500 ml	5 bottles
12.	25% Dextrose 50 ml	5 bottles
13.	Inj. Atropine 0.6mg/ml , 1ml	5amp
14.	Inj. Adrenaline 1ml	5 amp
15.	Band aid round Shape	300 pcs

ANNEXURE-B

BASIC INFORMATION ABOUT THE BIDDER

1.	Name of the Bidder	
2.	Address with telephone/ Mobile No.	
3.	Type of the Organisation (whether sole Proprietorship/ Partnership/ Private Limited for Cooperative body/ Welfare Trust etc.) (attach proof)	
4.	Name, Address & Phone Number of the Proprietor/ Partners/ Directors of the Agency with whom communication (if required) shall be made	
5.	PAN Number (a copy of PAN Card must be enclosed)	
6.	VAT Registration Number (a copy of VAT Registration certificate must be enclosed):	
7.	Trade License number (a copy of supportive document must be enclosed)	
8	Particulars of bank draft of Rs.500/- (a) Bank Draft Number: (b) date: (c) Drawn on:	
9	Whether you have complied the formalities as stated in clause 19 under Terms & Conditions of NIT	YES/NO (PLEASE PUT TICK ON THE RIGHT ANSWER)
10	Whether you have complied the formalities as stated in clause 20 under Terms & Conditions of NIT	YES/NO (PLEASE PUT TICK ON THE RIGHT ANSWER)
11	Whether the medicine offered by you was banned/blacklisted by any Central/State Government/Drug procurement agencies or by any other statutory body	YES/NO (PLEASE PUT TICK ON THE RIGHT ANSWER)

Declaration

I solemnly declare that the information furnished above by me are true in the best of my knowledge and if subsequently it is found wrong the University will have every right to reject my tender/ terminate the contract. Further, I undertake that I must follow the terms and conditions as per Annexure- D thoroughly and in case of any non-observance, I shall be bound to accept the decision of the University of Kalyani.

**Signature of the Bidder
(With Seal)**

11	Calcium + Vit-D3 tab.								
12	Cinnarizine 25 mg tab								
13	Ciprofloxacin eye drop 10ml 0.3%								
14	Clotrimazole Oint. 15gm								
15	Tab. Ciprofloxacin 500								
16	Diclofenac Gel 30 gm								
17	Diclofenac Inj. 1ml								
18	Tab. Domperidone 10mg								
19	Diphenhydramine HCl+ Ammonium Chloride + Sodium Citrate + Menthol. 110ml Syrup								
20	Drotaverin Injection 2ml								
21	Tab Famotidine 40								
22	Ecosprin 75mg Tab								
23	Tab. Fexofenadine 120mg								
24	Tab. Glimepiride 2 tab								
25	Tab Montelukast 10mg								
26	Syr. Ambroxol								

	30mg+ Guiphenes in 50mg per 5ml ,100ml								
27	Tab. Salbutamol 2mg+Theophylline 100 mg								
28	Tab Levocetirizine 5 mg								
29	Tab. Prednisolone 10								
30	Iron+B12+ Folic Cap								
31	Metformin 500 tab								
32	ORS Pouch								
33	M.Vit + Min. Cap.								
34	Neomycin +polymixin B+ Bacitracin Ointment 5gm								
35	Tab.Rabeprazole 20mg								
36	Ondansetron Inj								
37	Povidone Iodine Oint 15 gm								
38	Paracetamol 500mg Tab.								
39	Lindane 1%+ Cetrimide 0.1% lotion 100 ml								
40	Silver nitrate								

	oint.20mg								
41	Tab.Telme sartan 40mg								
42	Vit. E Cap								
43	Vit-C Tab								
44	Tab. Ofloxacin 200 + Ornidazole 500								
45	Xylometaz oline Nasal Drop 10ml								
46	Tab. Febuxosta te 40 mg								
47	Dicofenac Spray 55 gm								
48	Tab. Drotaverin e 80 mg								
49	Tab. L- Thyroxine 100 mcg								
50	Paracetam ol 650 mg tab								
51	Inj. Tetanus toxoid 0.5ml/amp								
52	Liquid Antacid (Dried Al ₂ (OH) ₃ + Mg(OH) ₂ + Activated Dimethico ne) 200 ml								
53	Tab. Fluconazol e 150								
	Total								

	500 ml								
12	25% Dextrose 50 ml								
13	Inj. Atropine 0.6mg/ml , 1ml								
14	Inj. Adrenaline 1ml								
15	Band aid round Shape								
	Total								
	Grand Total (Part A + Part B+ Part C)								

**Signature of the Bidder
(With Seal)**

ANNEXURE-D

TERMS AND CONDITIONS

1. Bid Information:

- a) Bid must be submitted properly. Corrections, if any, shall be made by crossing out accompanied with initial of the bidder and re writing.
 - b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price but should be indicated separately in the price bid.
 - c) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - d) Bidder must mention the name of manufacturer and model number for each of the item.
- 2.** Bid should be submitted into a single envelop addressed to **Assistant Medical Officer, Health Centre, University of Kalyani, Kalyani-741235** after mentioning Tender Ref. No. & date on the face of the envelop.
- 3.** Cost of tender paper: Cost of tender paper @ Rs.500/- will be met by the bidder through Bank draft on any Bank having Service Branch at Kalyani/Kolkata drawn in favour of “University of Kalyani” payable at Kalyani/Kolkata . Such costs are non-refundable.
- 4.** Evaluation of Quotation: The Purchaser will evaluate and compare the quotations determined to be substantially responsive.
- 5.** Award of Contract: The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive both technically and commercially. Purchaser reserves the right to reject any or all the tender, wholly or partly, without assigning any reason thereof and shall not be bound to accept the lowest bid.
- 7.** Bidder must have adequate documents relating to Trade License, PAN and VAT Registration Certificates.
- 8.** Time Schedule: The supply must be completed within 10 days from the date of receipt of the purchase order.
- 9.** Validity of offer: A bidder should spell out in the tender that it shall remain valid for a minimum period of three months from the date of opening of the tender and during this period, the bidder shall not be entitled to revoke or cancel its offer.
- 10.** Place of delivery: **Health Centre, University of Kalyani, Kalyani, Nadia, West Bengal, India, PIN-741235.**

11. **Payment be made after full delivery of the items.**

12. In case of any dispute, the University's decision will be treated as the final and conclusive. All legal actions are subject to Kolkata jurisdiction only.

13. The tender documents shall be addressed and submitted to:

The Assistant Medical Officer, Health Centre, University of Kalyani, Kalyani - 741235.

14. **Last date of receiving tender document 31st May, 2017 up to 4 p.m.**

15. **No Tender Document will be received by the department after the above date irrespective of the mode of submission of tender document.**

16. **Quotation must be submitted through official pad of the bidder duly signed with seal and contact numbers of the respective person of the bidder concern.**

17. **Quantity as stated hereinabove may subject to change at the time of issuing purchase order due to the fund crunch or for other valid reasons. University may place order partially/ phase wise depending on its budget.**

18. **University may take decision about non-purchase of the said items even after selection of vendor due to its fund constraints.**

19. The manufacturer or marketing agent of the medicine quoted must hold valid Drug Manufacturing Licences from Licensing Authority Central / State Drugs Controller and also the GMP Certificate as per schedule-M TEST REPORTS FOR REGISTRATION AND ACCEPTANCE OF GOODS. In case of products having satisfactory test reports from International Laboratory Accreditation Cooperation (ILAC) or their worldwide affiliated/recognized labs or NABL approved labs, it would be sufficient to consider the products of requisite quality for acceptance without insistence for any further testing.

20. The manufacturer/marketing agent of the medicine offering indigenous store must have manufacturing & marketing experience of at least 2 years, for which the bidder offering indigenous store shall furnish a certificate from concerned State/Central Drug Authority confirming manufacturing and marketing of the same continuously for at least two years prior to date of tender opening. The manufacturer/marketing agent of the medicine offered should also have manufactured and marketed at least 3 commercial batches within 3 years prior to tender opening date. The marketing agent of the medicine offering

imported store must have marketing experience of at least 2 years for which the bidder offering imported store shall furnish evidence of import and marketing of the same for at least two years prior to date of tender opening, such as bill of lading, bill of entry etc. The marketing agent of the medicine should have marketed at least 3 commercial batches, within 3 years prior to tender opening date. A Certificate from the foreign manufacturer of the offered store/product is also required confirming that the same are used in the Country of Origin.

21. University of Kalyani reserves the right to relax any clause as stated hereinabove for Selection of suitable vender.

UNDERTAKING FOR OBSERVING TERMS & CONDITIONS REGARDING CAR HIRE CONTRACT (to be submitted by the bidder in their official pad/letter head duly signed with seal)

I/We, the undersigned, agree with the following Terms and Conditions:

1. That Bid will be valid at least for 3 months from the last date of submission of this tender.
2. That I/We will follow the guidelines framed by the University of Kalyani for Technical and Financial Bid Evaluation as well as the process of selection of vender.
3. That having examined the pre-qualification & other documents published in the N.I.T, I /we hereby submit all the necessary information and relevant documents for evaluation and in case of non-submission of any document, the decision taken by the University of Kalyani will be considered as Final.
4. That I have not ever been convicted of any offence making myself liable to be disqualified for entering into an Advertising Contract to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.
5. That no case is pending against me or against my firm in any criminal court of law in connection with any advertising activity or any contracts in relation thereto to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States (If any case is pending, state the details).
6. That my concern has not yet been declared bankrupt by any banking or money lending agency duly licensed by neither RBI nor it has been considered doubtful by any Government concern so far as the solvency of the organisation is concerned.
7. That I/We declare that all the information and documents as we furnished and submitted are true and proper to the best of my knowledge and belief. I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per law of the country.
8. That after completion of all sorts of evaluation of this tendering process, If my concern is selected, I will agree to enter into a contract with the University for the period as to be determined by the University at the time of awarding contract to my/our organisation.
9. That I agree with all terms & conditions that have been mentioned in the NIT.

Signature of the Bidder with seal (if any)