



GOVERNMENT OF WEST BENGAL
Office of the Block Medical Officer of Health & Member Secretary
Alipurduar-II Block Health & Family Welfare Samiti



DIST: Alipurduar

Society Registration No-S/II/27845 of 2004-2005, dt.21.02.2005

E-mail:bmohapd2@gmail.com Ph:-03564-224204



No. 055/Tender/APD-II/2021

Dated 17th Day of May-2021

Notice Inviting Tender

Sealed tender are hereby invited from the bonafied local medicine suppliers or local medicine shop holders to supply the drugs & consumables for the patients under Swastha Sathi scheme for Jasodaganga RH, Alipurduar.

DATE OF APPLICATION	: 24 th May, 2021 upto 4:00 pm.
DATE OF ISSUE OF TENDER FORM	: 27 th May, 2021 upto 4:00 pm
DATE OF SUBMISSION OF TENDER	: Within 31 st May 2021 upto 2:00 pm
OPENING OF TENDER	: 31 st May, 2021 at 3:00 pm
TENDER FORM FEES	: Rs.500/-
EARNEST MONEY	: Rs.5, 000/- (in the form of Demand Draft in favour of Alipurduar-II BH & FW Samiti, payable at Alipurduar)

Tender form may be collected from the office of the undersigned.

Terms & Conditions:-

1. The work must be executed by the concerned tenderer in whose name Supply Order will be issued. If any sublet is made by any tenderer the Supply Order will be cancelled with imposition of penalty including forfeiture of Earnest Money.
2. The tenderer should produce the photocopy of PAN card; Valid Trade License, valid & up to date Professional Tax clearance challan & P.Tax Certificate, Valid Drug License [Retail Business Holder] and the Income Tax Return-Assessment Year-2020-2021 with balance sheet with the tender form. In case of Partnership firm the Partnership deed has to be submitted. Photocopies of all such documents which are duly self-attested shall be kept by this office. All those documents of the selected tenderer will be scrutinized at the time of agreement.
3. The Tender form will be issued from this office of the undersigned as above mentioned date by depositing Rs.500/- (Rupees five hundred) only per form which is not refundable.
4. Tender in sealed envelope addressed to "The BMOH & Secretary, Alipurduar-II BH & FW Samiti, Alipurduar-736208" shall be dropped in the Tender Box kept in the Office of the BMOH & Secretary, Alipurduar-II BH & FW Samiti, Alipurduar for supply of drugs & consumables under Swasthya Sathi Scheme. The tenure of the supply stands upto 31.03.2022. Tender received by post/currier will not be accepted. The envelope containing the tender shall be superscribed with the word "Tender for Drugs & Consumables under Swasthya Sathi scheme of Jasodaganga RH, Alipurduar-II, Alipurduar".
5. The highest percentage of discount on the Maximum Retail Price (MRP) of drugs & consumables will be accepted. The existence of medicine shop of the tenderer nearby from the hospital will get the preference. The medicine shop of the tenderer remain open at night will also get the preference. Two or three tenderers may be selected in order to ensure uninterrupted supply of drugs & consumables for 24 hours. The Discount Rate on MRP should be quoted both in figures & words.



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6. On finalization of the tender the agency will be communicated by a letter of offer. In case the agency is willing to accept the offer he may submit the letter of acceptance on his letter pad and enter into the agreement as per terms and conditions of the contract.
7. An amount of **Rs.5000/-** (Rupees five thousand) only in the Form of Account Payee Bank Draft drawn in favour of the "**Alipurduar-II Block Health & Family Welfare Samiti**", payable at Alipurduar will have to be deposited along with the tender as **Earnest Money**. Quotation received without earnest money will be summarily rejected.
8. No tender/s will be entertained from this end after the stipulated date and time. The tender/s will be opened by the undersigned or his authorized representative in presence of the attending available tenderers on the date mentioned in the NIT or on any other date as the authority deems fit.
9. The undersigned reserves the right to accept or reject any or all tender without assigning any reason thereof. Also the authority does not pledge him to accept the **highest percentage of discount on MRP** or any tender and reserve to himself the right of accepting any tender.
10. Tenderers are requested that before quoting their rates or sending tender, the tender documents may please be read out thoroughly (line by line), otherwise purchaser will not be held responsible for any error / oversight of his own.
11. The earnest money shall be converted to security deposit in case of the successful tenderers. Earnest money of unsuccessful tenderers will be returned after finalization of tender. On due performance and completion of the contract in all respect, the Security Deposit will be returned to the contractor without any interest on presentation of Satisfactory Performance Report from the user unit. Security Deposit should be claimed by tenderer within 2 months from the date of completion of tender.
12. The prospective tenderer who will be selected for the supply will have to enter into an agreement with the undersigned on non judicial stamp worth **Rs.10/-** as regards the different aspect of the work and the validity period. The expenses of completing and stamping the agreement shall be paid by the tenderer. If the terms and conditions stated in the agreement are not strictly complied the earnest money will be forfeited.
13. The Store Keeper will receive the drugs & consumables etc. and will verify the MRP & other particulars and certify on the challan as well as bills. In emergency and exceptional situations drugs & consumables supplied in outside office hours on the basis of requisition (verbal/written) will be received by the Medical Officer of Labour ward, but the tenderer will ensure that the challan is re-verified in the store office on the immediate next working day.
14. The prospective tenderer who will be selected for the supply will have to submit their bills in triplicate with challans within 5th of every month for the previous month's otherwise the undersigned will not be liable to make payments in due course. Against each item, the MRP, Discounts, Selling price etc. along with batch/lot no., Manufacturing date, Expiry date should be mentioned separately on the challans and the bills and no sales tax, octroi or any other levy/tax will be paid which has to be borne by the supplier. Tempering on the printed MRP of the manufacturer by the supplier by use of stickers or any other means will not be accepted. The payment should be made as per availability of funds. The bill will be passed and payment made only after necessary examination by the undersigned as regards the quality, Manufacturing & expiry date of the drugs & consumables supplied and upon satisfaction of the undersigned. No advance payment shall be made.



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15. The prospective tenderer who will be selected for the supply will have to supply drugs & consumables to the competent authority of this hospital by themselves. Any loss during supplying the same in transit or any means the authority will not be responsible for the same.
16. The requisitions for the drugs & consumables must be done in Generic Name Only and signed by the Medical Officer and the items must be supplied by the prospective tenderer/s immediate effect from the receipt of the order otherwise the order will be treated as cancelled. All requisition must be certified as Not Available at Indoor / Pharmacy Store.
17. The date of manufacture of drugs & consumables should be recent and must have sufficient useful life for use in hand, before it is supplied to this hospital. All drugs & consumables should be manufactured by good reputed company.
18. Taxes will be deducted from the bills as per Government rules.
19. Only one tender form will be issued to each applicant.
20. Contract of the selected agency may be terminated at any time during the contract period if their performance is found to be unsatisfactory or fails in fulfilling terms & conditions of the contract/ cancellation of the license by the authority and the authority shall be entitled to make other arrangements at the risk and expense of the contractor. If the drugs & consumables to be supplied are found that any particular medicine has expired, or is substandard or spurious, the selected agency will be liable to be black-listed for a period of 5 years for future participation in any tender. The second highest bidder will be selected in such a situation of termination of the agency.
21. The contact may be extended for further one year after satisfactory performance of previous year on the same terms & conditions.
22. If any modification of the schedule is considered necessary, the tenderer should communicate the same by means of separate letter sent in their letter pad.
23. For any dispute redressal the CMOH shall be the Appellate Authority.


(Dr. Tanmoy Debnath)
BMOH & Secretary
Alipurduar-II BH & FW Samiti

Memo No. 055/1(07) Tender/APD-II/2021

Dated 17th Day of May-2021

Copy forwarded for information & with the request to cause in the publicity through office notice board to:-

1. The CMOH, Alipurduar
2. The ACMOH, Alipurduar
3. The Savapati, Alipurduar-II Panchayet Samiti
4. The Block Development Officer, Alipurduar-II.
5. The CDPO, Alipurduar-II.
6. The Office Notice Board
7. The Office Copy.


(Dr. Tanmoy Debnath)
BMOH & Secretary
Alipurduar-II BH & FW Samiti