



EMPLOYEES' STATE INSURANCE CORPORATION HOSPITAL
(Ministry of Labour and Employment, Government of India)
PLOT NO 41, SEC-3, IMT MANESAR, HARYANA - 122050
(ms-manesar.hr@esic.in) Phone / Fax 0124-2290189

EMPANELLMENT OF LOCAL CHEMIST

Tender No. 133/U/16/55/LP (ALLO) /Med. Store-2017/4

Dated: 10.11.2017

Sub:-Invitation to e-tender for empanelment of Local Chemist for Local purchase of Drugs, Dressings and Surgical Cosumables.

(Note: The envelope containing the tender as well as subsequent communication should be addressed and delivered to 'The Medical Superintendent', ESIC Medical Hospital, IMT Manesar, Gurugram, Haryana, 122050. All communications must be addressed to the officer named above by title only and not by name.)

From:

**The Medical Superintendent,
ESIC Hospital, IMT Manesar,
Gurugram, Haryana (122050)**

To:
M/s

Sir(s),

The Medical Superintendent Invites sealed tender for **SUPPLY OF / WORK CONTRACT OF / TIE UP ARRANGEMENT of "LOCAL PURCHASE OF DRUGS, DRESSINGS AND SURGICAL COSUMABLES"** as per specifications and/or quantities detailed in the Schedule attached. The Tender Form containing the Check List for compulsory Documents as Annexure-I, the Terms and Conditions of contract, which will govern any contract made, is annexed as Annexure-II, the Schedule of contract is annexed as Annexure-III and tender application form as Annexure-IV. If you are in a position to quote for the contract in accordance with the requirements stated in the attached schedule, please submit your quotation to this office.

The interested tenderer should upload duly filled tender form and their bids along with scanned copies of all the relevant certificates, documents, etc. in support of their bid document- all duly signed- on the <https://esictenders.eproc.in>.

A complete set of hard copy of tender documents along with EMD must be submitted latest by 04/12/2017 up to 01.00 pm. in the tender box kept in **DMS Room ESIC Hospital, sector-03, IMT Manesar, Gurugram, Haryana, 122050.** Non – submission of hardcopy as directed will lead to rejection of the tender application. Application to this tender will be accepted only through the online mode through <https://esictenders.eproc.in>. No other mode of application will be considered & application will not be accepted.

The tender documents can also be downloaded from the website <http://www.esic.nic.in>

All the payment will be made by **Demand draft only**; drawn in favour of **ESI Fund A/C No. 2**, payable at **Manesar. Cheques will not be accepted.**

Tenderers are requested that, before quoting their rates or sending tender, the tender form may please be read out thoroughly (line by line), otherwise purchaser will not be held responsible for any error / oversight of his own.

The form is a Standard Form of Tender. Certain clause/clauses may not be applicable in some cases. So, Tenderers are requested to ignore such clause/clauses, which are not applicable in the instant cases.

In the event of the space on the schedule form being insufficient for the required purpose, additional pages may be added. Each such additional page must be numbered consecutively, bear the Tender Number and fully signed by the tenderer. In such cases, reference to the additional pages must be made in the Tender Form.

If any modification of the schedule is considered necessary, tenderer should communicate the same by means of separate letter sent along with the Tender.

The Medical Superintendent, ESIC Hospital, IMT Manesar does not pledge himself to accept the lowest or any tender and reserve to himself the right of accepting the whole or any part of the tender or portion of the quantity offered and you shall supply the same / execute the work at the rate quoted by you. You are at liberty to tender for the whole or any part.

Acceptance by the purchaser shall be communicated in due course. You are requested that the instructions contained is the said communication should be acted upon immediately / as asked for.

Date of Publishing of Tender	10/11/2017
Last Date of applying online Tender	04/12/2017 upto 01:00 PM
Date & Time of Opening of Tender	04/12/2017 at 02:00 PM
Date & Time of Prebid Meeting	27/11/17 at 2:00PM
Earnest Money	Rs. 3,00,000.00/-
Security Money	Rs. 6,00,000.00/-
Expected value of Local Purchase	Rs. 60,00,000.00/-

**The Medical Superintendent,
ESIC, Hospital, IMT Manesar,
Gurugram, Haryana (122050)**



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Important Instructions for Bidders regarding Online Payment

All bidders/contractors are required to procure Class-III B Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption to participate in the E-Tenders.

Bidders should get Registered at <https://esictenders.eproc.in>.

Bidders should add the below mentioned sites under Internet Explorer → Tools → Internet Options → Security → Trusted Sites → Sites of Internet Explorer :

<https://esictenders.eproc.in>
<https://www.tpsl-india.in>
<https://www4.ipg-online.com>

Also, Bidders need to select “Use TLS 1.1 and Use TLS 1.2” under Internet Explorer Tools → Internet Options → Advanced Tab → Security.

Bidder needs to submit Bid Processing Fee charges of Rs. 2495/- (non-refundable) in favour of M/s. C1 India Pvt. Ltd., payable at New Delhi via Online Payment Modes such as Debit Card, Credit Card or Net Banking for participating in the Tender.

Bidders can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp>

Enclosures:-

- Annexure- I (Check list for compulsory documents)
- Annexure- II (Tender Form And Terms & Conditions)
- Annexure- III (Schedule of Work / Specification for Local Purchase of Drugs, Dressings & Consumables)
- Annexure- IV (Tender Application Form)

To
The Medical Superintendent
ESIC Hospital,
IMT, Manesar, Gurugram.

COMPULSORY DOCUMENTS

[Without which the offer is liable to be cancelled]

Sl. No.	Description of Documents	Submission	Annexure No.
1	Earnest Money deposited by Demand Draft only	Submitted(yes/No)	
2	Original Tender Document signing all the pages	Submitted(yes/No)	
3	Valid drug license for retail chemists as per Drugs & Cosmetics Act.	Submitted(yes/No)	
4	Sealed Rate/Discount Quotation	Submitted(yes/No)	
5	No Conviction Certificate from State Drug Controller that there is no case pending under the drugs & cosmetics Act and Rules there under as well as under Drug Price Control Order against the firm during the last 5 years. No Conviction Certificate should be of the year 2016/2017	Submitted(yes/No)	
6	Valid Trade License.	Submitted(yes/No)	
7	Latest Sales Tax/ GST registration certificate.	Submitted(yes/No)	
8	Mandate Form For e-payment purpose	Submitted(yes/No)	
9	Audited Annual Turnover of Rs. 60 Lacs or more, duly certified by Chartered Accountant along with profit & loss account and income & Expenditure statement of the firm for the last three years	Submitted(yes/No)	
10	The supplier should be willing to supply the items within the time limits as specified in the terms and conditions of this tender document at ESIC Hospital, Sector- 3, IMT Manesar. The name, addresses, phone no., fax no. e-mail etc., should also be given. (as per undertaking on Pg no. 16)	Submitted(yes/No)	

Date:
Place:

Signature of the Tenderer
Full Name and Office Seal



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ANNEXURE-II

TENDER FORM AND TERMS & CONDITIONS

Date of Publishing of Tender	10/11/2017
Last Date of applying online Tender	04/12/2017 upto 01:00 PM
Date & Time of Opening of Tender	04/12/2017 at 02:00 PM
Date & Time of Prebid Meeting	27/11/17 at 2:00PM
Earnest Money	Rs. 3,00,000.00/-
Security Money	Rs. 6,00,000.00/-
Expected value of Local Purchase	Rs. 60,00,000.00/-

1. PREPARATION OF TENDER:

- a. The Tender form containing the Terms and Conditions and the Schedule should be returned in original, intact, after filling up the form and signing in full on each page, whether you are quoting for any item or not, failing which the tender will be liable for rejection. If any item in the schedule is not being tendered for the corresponding space against the item should be defaced by some such words as 'not quoting'.
- b. In the event of the space on the Schedule form being insufficient for the required purpose additional pages may be added. Each such additional page must be numbered consecutively, bear the Tender Number and be fully signed by you. In such cases, reference to the additional pages must be made in the Tender form.
- c. If any modification of the Schedule is considered necessary, you should communicate the same by means of separate letter sent with the Tender.

2. SIGNING OF TENDER:

- a. The tender is liable to be ignored if complete information is not given therein or if the particulars and date (if any) asked for in the tender are not fully filled in.
- b. Individuals signing tender or other documents connected with the contract must specify:-
 - i. Whether signing as a 'Sole Proprietor' of the firm or his Attorney.
 - ii. Whether signing as a 'Registered Active Partner' of the firm or his Attorney?
 - iii. Whether signing for the firm 'Per Procreation'?

In the case of companies and firms registered under the Indian Partnership Act, the capacity in which signing e.g. Secretary, Manager and Partner etc. or their attorney and produce

copy of documents, empowering him to do so, if called upon to do so.

NOTE: In case of unregistered firms, all the members or all attorneys duly authorized by all of them or the Manager of the firm should sign the tender and subsequent documents.

3. DELIVERY OF TENDER:

The original copy of tender along with the declaration form duly completed and signed should be submitted, enclosed in a double cover. The outer as well as the inner covers should be sealed and addressed to the Medical Superintendent. At the top of the inner and outer cover the following words should be written in block letters. “**TENDER OF THE SUPPLY OF / WORK CONTRACT OF / TIE-UP ARRANGEMENT of LOCAL PURCHASE OF DRUGS, DRESSINGS AND SURGICAL COSUMABLES**”. Outstation tenders should be sent by **Registered Post** only. Tender submitted by hand should be drop in the “**Tender Box**” that will be kept in the room of the Deputy Medical Superintendent at 4th Floor, ESIC Hospital, IMT, Manesar.

4. LATEST HOUR FOR RECEIPT OF THE TENDER:

Your tender must reach this office not later than the time and date notified in the Tender Notice stated in the schedule of tender. In the event of the stipulated date of opening of the tender being declared a closed holiday for Govt. offices, the date of opening of the tender(s) will be the next working day. Tender sent by hand delivery, should be delivered at this office not later than the due date and time stipulated in the schedule of tender.

5. PERIOD FOR WHICH THE OFFER WILL REMAIN OPEN:

a. All the tenders shall remain valid for acceptance for a **period of SIX (6) months** from the date of opening of the tender or for such period as stated in Special Terms & Conditions. For this purpose the tender documents will be kept in the custody of the concerned department or any other safe place which the Medical Superintendent deemed fit.

b. Quotations qualified by such vague and indefinite expressions such as ‘subjects to immediate acceptance’ subject to prior sale etc. will not be considered.

6. OPENING OF TENDER:

All tenderers and/or their representative, if they should desire, may be present at the opening of the tender at the time and date as specified in the schedule.

7. VALIDITY OF TENDER:

The tender shall be valid for **ONE YEAR** from the date of award of the tender unless short closed before that by the Medical Superintendent. However, the Medical Superintendent on his discretion can also extend the period for further one year on the same terms & conditions depending on the performance.

8. ACCEPTANCE OF TENDER (PRICES) :

Criteria for acceptance and awarding the tender will be on fulfillment of technical conditions as well as offering of the maximum discounts on the items by the local chemist. Separate discounts should be quoted for Generic and Branded items. Minimum discount offered on Branded items should not be less than 20% on M.R.P. and Minimum discount offered on Generic items should not be less than 60% on M.R.P. **The figures/ rates quoted in the Tender Annexure-III must be covered with transparent tape to avoid any tempering in sealed envelope. No overwriting or**

correction is permitted. The chemist will be paid on M.R.P. i.e. Maximum Retail Price (which is printed on the packing/flaps/bottles) less discounts and no Sales Tax, Octroi or other levy/tax will be paid which has to be borne by the chemist. Tampering on the printed MRP of the manufacturer by the local chemist by use of stickers or any other means will not be accepted.

9. DELIVERY TIME:

- a. The delivery of the stores/execution of work/providing the services etc. is required within a period as specified below and at the place mentioned therein.
- b. The time for and the date of delivery of the stores stipulated in the schedule shall be deemed to be the essence of contract and delivery must be completed no later than the date(s) specified.
- c. But if the delay shall have arisen from any cause, such as strikes, lockouts, fire accidents, riot etc., which the Medical Superintendent, ESIC Hospital, IMT Manesar, if consider as reasonable ground for further time, may allow such additional time required for delivery of store depending on circumstances of the case.

10. INSPECTION OF THE SERVICES & ITEM STOCKS IN HAND AT TENDERER'S PREMISES:

The tender shall whenever call upon to do so, give full information with reference to the services in hand and shall also permit the Medical Superintendent or any other officer nominated by her to inspect the premises of the tenderer at all reasonable times and shall give full assistance and information as may be required by her in connection with the contract.

11. INSPECTION OF THE ITEMS SUPPLIED TO THE MEDICAL STORE:

Supplies shall be accepted / work shall be certified as completed subject to inspection by the Medical Superintendent, ESIC Hospital, IMT Manesar or her assigned representative. Any defect found in the materials / work done will render the supplies / work open to rejection and decision of the Medical Superintendent shall be final and legally binding. The rejected store shall be returned to the suppliers at their risk and costs.

12. RESPONSIBILITY FOR EXECUTING CONTRACT:

- a. The contractor is to be entirely responsible for the execution of the contract in all respects in accordance with the terms and conditions as specified in the acceptance of tender.
- b. The contractor shall not sublet transfer or assign the contract or any part thereof without the written permission of the Medical Superintendent. In the event of the contractor contravening this condition, the Medical Superintendent shall be entitled to place the contract elsewhere on the contractors account at his own risk and the contractor shall be liable for any loss or damage which the Medical Superintendent, ESIC Hospital, IMT Manesar, may sustain in consequence or arising out of such replacing of the contract.
- c. The contractor will maintain sufficient stock of the standard quality of medicines at all times to avoid inconvenience to ESI Beneficiaries. The local chemist (contractor) will also maintain sufficient stock of generic division of the reputed / leading manufacturers of drugs and a list of such drugs along with names of manufacturer may be enclosed with the tender.
- d. Local Chemist (contractor) will indicate Batch number, Name of manufacturer & Expiry date on indents at the time of supplying the drugs at ESIC Hospital, IMT Manesar.
- e. Indents are to be accepted on either sides, only after duly countersigned by the M.S. /

Store I/C of the hospital.

13. EARNEST MONEY:

The tender shall have to deposit an amount of **Rs.3,00,000.00 (Rupees Three Lacs Only)**, by way of Demand Draft, drawn in favour of **ESI Fund A/c No. 2 ESIC Hospital, IMT Manesar** as earnest money with their tender. In the event of the withdrawal/revocation of tenders before the date specified for acceptance, the earnest money shall stand forfeited. In the event of acceptance of the tender the earnest money may be adjusted towards the amount of security required to be deposited by the contractor. In terms of Clause mentioned below, the earnest money however, be returned without interest to the tenderer whose tender is not accepted. Earnest money should be taken back by tenderer within 2 months from date of opening of tender.

14. SECURITY DEPOSIT:

On acceptance of the tender, contractor shall within the period specified by the Medical Superintendent, deposit as security, a sum equivalent **Rs.6,00,000.00 (Rupees Six Lacs only)**. The Hospital authority shall be entitled to forfeit the Security Deposit or any part thereof without prejudice to any other remedies provided in the contract or available under the law. The security shall be in the form of Demand Draft in favour of **ESI Fund A/c No. 2** payable at Manesar.

a) If the contractor fails in fulfilling above-mentioned terms and conditions, such failures will constitute a breach of the contract and the Medical Superintendent shall be entitled to make other arrangements at the risk and expense of the contractor.

b) On due performance and completion of the contract in all respects, the Security Deposit will be returned to the contractor without any interest on presentation of Satisfactory Performance Report from the user unit. Security Deposit will be forfeited in cases of Unsatisfactory Performance Report. Security deposit should be taken back by tenderer within 2 months from the date of completion of contract.

15. RECOVERY OF SUMS DUES:

Whenever any claim for the payment of a sum of money arises out of or under this contract against the contractor (local chemist) the purchaser shall be entitled to recover such sum by appropriating in part or whole the security/earnest money deposited by the contractor. When the balance or the total sum to be recoverable as the case may be shall be deducted from any sum then due or which at any time thereafter may become due to recoverable under this or any other contract with the purchaser. Should this sum not be sufficient to cover the full amount recoverable the contractor shall pay to the purchaser on demand the remaining balance due.

16. DOCUMENTS REQUIRED:

The contractor (local chemist) will have to submit the following documents along with the tender.

- i. Valid drug license for retail chemists as per Drugs & Cosmetics Act.
- ii. No conviction Certificate from State Drug Controller that there is no case pending under the drugs & cosmetics Act and Rules there under as well as under Drug Price Control Order against the firm during the last 5 years. No Conviction Certificate should be of the calendar year 2016-2017.
- iii. Valid Trade License.

- iv. Latest Sales Tax /GST registration certificate.
- v. Mandate Form for e-payment purposes.
- vi. Audited Annual Turnover of Rs. 60 Lacs or more duly certified by Chartered Accountant along with profit & loss account and income & expenditure statement of the firm for the last three years.

17. ACCEPTANCE:

The finalization of tender the Local chemist will be communicated by a letter of offer. In case of local chemist is willing to accept the offer he has to submit the letter of acceptance and enter into the agreement on a Non-Judicial stamp paper of Rs 100/- with the ESIC as per terms and conditions of the contract.

18. RESERVATIONS:

The Medical Superintendent reserves the right to reject any or all tender without assigning any reason whatsoever and can award full contract to any successful agency(ies) at its directions and this will be binding on the tenderer. Medical Superintendent ESIC Model Hospital, Ludhiana reserves the right to enter into parallel contract simultaneously or at any time during the period of this contract with one or more chemists for one and the same medicines or for different medicines. The purchaser i.e. Medical Superintendent, ESIC Model Hospital reserves the right to appoint any number of local chemists separately.

19. INSTRUCTIONS FOR INDENT COLLECTION AND SUPPLY OF ITEMS:

- a) The approved tenderer and/or their authorized representative(s) will visit the Medical Store section of this hospital daily on working days between **10:00AM to 01:00PM from Monday to Friday and between 10:00AM to 12:00PM on Saturday** to collect the order of local purchase if any. The chemist/chemist's representative will sign in the Purchase Order Register in the medical store of the hospital as a proof of having attended the hospital. On Sundays /Holidays and beyond normal working hours, emergency orders may be placed by the Casualty Medical Officer under his name and seal.
- b) After obtaining the order as specified in clause above, the approved tenderer and/or their authorized representative(s) shall supply the materials as per order to the Medical Store Section of this hospital on the next day by **10:00AM to 01:00PM from Monday to Friday and 10:00AM to 12:00 PM on Saturday.**
- c) In case of the order placed by the store on Saturday the supply shall be made on the next working day and for "Emergency Orders" supply will be made to the wards/ Casualty as mentioned in the requisition written.
- d) In emergency and exceptional situations, items supplied outside office hours will be received by the officials of the Casualty department (For this purpose a separate register will be maintained in the Casualty dept.) but the tenderer will ensure that the Challan /Indent is re-verified in the Medical Store department on the immediate next working day.
- e) The tenderer or his representative should be available / approachable for 24 hours over phone for supply of all items. In case of any emergency requirements, if the order is placed for any item at any time, the requisitioned item shall have to be supplied immediately. The contact telephone number, mobile number, Fax or E-Mail must be provided to the hospital authority for such purpose.
- f) During normal office hours, the Medical Store Section will receive the drugs, dressings,

surgical items, etc. and will verify the “Maximum Retail Price” and other particulars and certify on the Challans/Indents as well as bills.

g) The medicines/ drugs to be supplied will be of standard quality. In case, it is found that any particular medicine has expired, or is substandard or spurious, the Local Chemist will be liable to be black-listed for a period of five (5) years for future participation in any ESIC tenderer. Besides any other legal action as deemed fit will be taken. If for any unavoidable reason beyond your control, it is not possible for local chemist to immediately supply the medicines and the hospital is compelled to procure the same from other local chemist, extra expenditure on this account will be recovered from subsequent bill(S) / security deposit. Under no circumstances the indented medicines would have to be substituted in case the indent is of Brand item.

h) Against each item, the “Maximum Retail Price” (M.R.P.), selling price, taxes claimed, etc. must be clearly mentioned along with the Batch/Lot No., Manufacturing Date, Expiry Date, in daily Challans/Indent and the bills submitted fortnightly.

i) All the Challans/Indent as well as bills are to be submitted strictly in triplicate. Bill should be pre-receipted with application of revenue stamp wherever necessary. Care should be taken submit the Challans/Indents and bills duly completed and without any errors to prevent rejections/cancellation/delay in their processing of bills.

j) All items / drugs / dressings must have sufficient useful life for use in hand before it is supplied to this hospital.

k) All the items must be marked stating “**NOT FOR SALE**” by the tenderer.

20. PRESENTATION OF BILLS:

The Contractor shall present his bills for each fortnights supply within five(5) days of the closing of each respective fortnight (1st - 15th by 20th of that month) (16th – 31st by 5th of next month)

a) The Bill shall be in the printed and serially numbered invoices, credit bill with the name and address of the Chemist and sales tax registration number printed thereon.

b) The bill shall show the summary of the total amount for each day for the net amount claimed supported by a copy of acknowledged copy of the GRN cum Delivery Challan/Indent with all the column duly filled in.

c) The contractor shall present separate bill for each category and there should be only 01 bill for each purchase order.

d) The purchaser reserves right also to demand in any case, the original of the suppliers' invoices for verification of the Net Trade Price claimed by the contractor.

21. PAYMENT OF BILLS:

The mode of payment will be “**e-payment**” only. The contractor shall claim payments twice a month. Payment of the bills prescribed in complete forms and in time will normally be arranged within 45 days from the date of presentation. However, no claim shall be made by the contractor against the ESI Corporation in respect of interest or damage in case the payment is delayed for any reason beyond the control of the ESI Corporation.

22. RISK PURCHASE:

In case of failure to supply any or all items as per requisition / purchase order / specification / prescribed brand of item or failure to turn up to collect the orders from the hospital, it shall be treated as 'non-compliance' and 'breach of contract' and the order in part shall be arranged from alternative source(s) at the discretion of the hospital authority and the difference in prices will be

realized from the tenderer with whom the contract is made by way his subsequent / pending bills or security deposit.

23. ARBITRATION:

In case of any dispute (Between the Purchaser and Local Chemist) arising under contract or in regard to the interpretation of the terms and conditions of the contract, decision of the Medical Superintendent or any other officer nominated by her to act as arbitrator in the dispute, shall be final and binding on both parties of this contract. In case of disputes all the legal matters will be settled under the jurisdiction of the courts of the Gurugram, Haryana.

24. GENERAL INSTRUCTION:

- a) Each and every page is to be signed and stamped by the tenderer.
- b) Employees state Insurance Corporation staff & their family members should not apply for the tender. Their tender liable to be rejected.
- c) Any firm/agency debarred/blacklisted from ESIC institution anywhere in India will not be considered and tender will be summarily rejected.
- d) Tenderer who do not furnish attested and stamped documents referred above will not be considered.

QUOTE YOUR RATE
SCHEDULE FOR LOCAL PURCHASE OF DRUGS, DRESSINGS & SURGICAL
CONSUMABLES

The tenderer shall quote the percentage of maximum discount, which shall be on the Maximum Retail Price printed on the packing/flaps/bottles (Refer Terms & Conditions in Annexure -II):

Sl. No.	Head	% of Discount Quoted
1	Percentage of discount offered by the bidder on the MRP of Branded items :	
	a) Drugs	
	b) Dressings	
2	c) Surgical consumables	
	Percentage of discount offered by the bidder on the MRP of Generic items	
	a) Drugs.	
	b) Dressings	
	c) Surgical Consumables	

A) Earnest Money for Rs.....Rupees.....
only has been deposited vide DD No.....on Dt.....
(Please indicate the date of deposit).

B) It is understood that the quantity is approximate, it may increase or decrease.

C) The delivery will be made to the stores of the E.S.I.C. Hospital, IMT Manesar, Haryana.

Date:
Place:

Signature of the Tenderer:
Full Name:
Designation :
(Office Seal of the Tenderer)



EMPLOYEES' STATE INSURANCE CORPORATION HOSPITAL

(Ministry of Labour and Employment, Government of India)

PLOT NO 41, SEC-3, IMT MANESAR, HARYANA-122050

(ms-manesar.hr@esic.in) Phone / Fax. 0124-2290189

ANNEXURE-IV

TENDER APPLICATION FORM

1	Name of the firm:-	
2	Full Postal Address:- a. (including the address of the branches of the shop) b. Cell Phone No. c. Telephone No. & Fax No.	
3	E-mail Address	
4	Date of Establishment of Firm	
5	If your Firm Registered under a) The Indian Factories Act b) Any other Act, if not, who are the owners (Please give full address)	
6	Name and Address of your Bankers stating the name in which the Account stands	
7	Whether insured against fire, theft, burglary etc. If so, please state the amount and name of company with policy no.	
8	Total number of Employees	
9	Are you in the list of approved contractors of any other organizations /institutions, if any give details	
10	Give details of any Government contracts executed during the last twelve months	
11	Any other information which you consider necessary to furnish	

Date:
Place:

Signature of the Tenderer:
Full Name:
Designation :
(Office Seal of the Tenderer)

UNDERTAKING

(On Non Judicial Stamp Paper of Rs 100/-)

a) I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.

b) The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest quoted for any other institutional hospital in India.

c) The earnest money Rs..... To be deposited by me has been enclosed herewith vide Demand Draft no..... dt..... drawn on bank..... Branch.....

d) I/We give the rights to the Medical Superintendent to forfeit the Security money deposited by me/us if any delay occur on my part or failed to supply the article within the appointed time or the items of desired quality.

e) There is no vigilance/CBI case or court case pending against the firm and not declared invalid by any department.

f) I hereby undertake to supply the items as per directions given in the tender document/supply order within stipulated period.

g) I hereby certify that none of my family member(s) is/are employed in ESIC as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect, ESIC Hospital, IMT Manesar, Gurugram shall have the absolute right to take any action as deemed fit/without any prior intimation to me.

Date:
Place:

Signature of the Tenderer:
Full Name:
Designation :
(Office Seal of the Tenderer)

UNDERTAKING

(On Non Judicial Stamp Paper of Rs 100)

We hereby undertake that rates offered by us, will be within the price ceiling fixed by National Pharmaceuticals Pricing Authority (NPPA), Ministry of Chemical & Fertilizers. We further undertake that in case there is any down-ward revision by the NPPA, same will be passed on to the ESI Corporation from the effective date during the currency of the contract and in case of failure to do so we are liable to be debarred from future ESIC Tender Inquiry for a further period of two years along with recovery of excess payment made due to reduced rate.

For and on behalf of the firm

Firm's Name & Address