Subject: E-Tender for appointment of Local Chemist for day to day supply of Drugs, Suture material & surgical consumables for a period of One year to ESIC Hospital, Bibvewadi, Pune-37.

Sir,

E-Tenders under Two Bid system through 'e' procurement solution are invited from “Retail /Local chemist” having at least Three years’ experience as on 31.3.2020 in the field of local trade of drugs for appointment of Local Chemist for day to day supply of Drugs, Suture material & surgical consumables to ESIC Hospital, Bibvewadi, Pune-37 on indent, Special or Otherwise and which may not be stocked/ available in the MEDICAL Store of ESIC Hospital Bibvewadi, Pune-37 by Medical Superintendent on contract basis for a period of One Year extendable from time to time at the discretion of Medical Superintendent. The Condition of contract, which will govern the contract made, are contained in the tender form.

E-TENDER SCHEDULE

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Item</th>
<th>EMD (Rs)</th>
<th>Online Availability of E-Tender documents From</th>
<th>Last Date and time for online Submission of the Tender</th>
<th>Last Date and time of Submission of Sealed Envelope in Tender Box</th>
<th>Date and time of opening of Online Tender &amp; Tender box</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>E-Tender for appointment of Local Chemist</td>
<td>Rs.80000</td>
<td>28/08/2020 to 18/09/2020 up to 10.30 am</td>
<td>18/09/2020 up to 11.00 am</td>
<td>18/09/2020 up to 11.00 am</td>
<td>19/09/2020 at 11.00 am</td>
</tr>
</tbody>
</table>

Expected Value of Local Purchase- Rs.4000000/- (Yearly)

Note- In case 19/09/2019 happens to be a declared holiday then tenders shall be opened on the next working day at the same time.

Tender documents are available on line from 28/08/2020 at https://eprocure.gov.in/eprocure/app

Bidders have to deposit the Earnest Money Deposit of Rs.80000/- in the form of Demand Draft / Pay Order drawn on any Nationalized Bank in favour of ESI Fund Account No 1, ESIC Hospital Bibvewadi, Payable at Pune.

The interested tenderers should upload their technical & financial bids along with scanned Copies of all relevant certificates, documents, etc., duly signed on https://eprocure.gov.in/eprocure/app latest by 18/09/2020 up to 11.00 am.

In addition to E-Tender which has to filed online, The Bidders are also required to submit sealed envelope super-scribed “TENDER FOR APPOINTMENT OF LOCAL CHEMIST” along with Name and Address of Bidder containing the hardcopy of the following documents:

1) Earnest Money Deposit of Rs.80000/- in the form of Demand Draft / Pay Order drawn on any Nationalized Bank in favour of ESIC Fund Account No 1, ESIC Hospital Bibvewadi, Payable at Pune.
2) Undertaking on Rs. 100/- stamp paper as per ANNEXURE I duly filled & signed.

and Sealed Envelope containing above documents should be dropped in the Tender Box kept in Administrative hall of ESIC HOSPITAL BIBVEWADI PUNE on or before closing date and time. ie 18/09/2020 up to 11.00 am.

Bidders are free to quote for any one or more items

**Earnest money deposit:** Rs.80000/-

The technical bids will be opened online on 19/09/2020 at 11.00 am

Tender box will also be opened on 19/09/2020 at 11.00 am

Bidders or their authorized representative (with authority letter & ID Proof) may be present if they wish to be. In case 19/09/2020 is declared a holiday, bids will be opened on next working day at the same time & venue.

If Sealed Envelope containing Hard Copies of EMD, Undertaking (Annexure-I) received late, tender will not be considered.

Proof of postage/courier won't be considered as a claim for timely submission of tender.

**Bid without Earnest Money deposit will not be accepted.**

Tender document is also available for viewing on the website of Employees' State Insurance Corporation i.e. www.esic.nic.in

Any corrigendum to this letter will be notified through the aforesaid website

Medical Superintendent reserves the right to accept any tender in full or in part, to reject any or all tenders at any time without assigning any reason thereof.

Please note that Tender not accompanied with requisite earnest money deposit (EMD) will be rejected outright without assigning any reason or entertaining any correspondence.

The earnest money of unsuccessful bidders will be refunded, without accrual of any interest, in due course of time, as per official convenience.

Tender form along with List of Terms and Conditions is enclosed.

Medical Superintendent
Instruction for online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

http://eprocure.gov.in/eprocure/app

REGISTRATION:

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) by clicking on the link “Online bidder Enrolment” on the CPP Portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/ TCS/ ncode/ eMudra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID/Password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective “My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS/ email in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/ help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of document— including the names and content of each of document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/ XLS/ RAR/ DWF/ JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These Documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.
SUBMISSION OF BIDS

1. Bidder should log in to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument / scan copy.
4. Bidder should prepare the EMD as per the instruction specified in the tender document. The details of DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during the bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
6. The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to encryption using buyers/bid opener’s public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgment may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS:

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender inviting Authority for a tender or the relevant contact person indicated in the tender.

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24*7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315. Foreign bidder can get help at +91-79-40007451 to 460.

Medical Superintendent
E-TENDER NO.01/2020

File No. 332/U-16/Medical Store/Emp. Chemist Tender/ESICH Bib/2018 Date : 28/08/2020

TENDER FORM

E-Tenders under Two Bid system through ‘e’ procurement solution are invited from “Retail /Local chemist” having at least three years’ experience as on 31/3/2020 in the field of local trade of drugs for appointment of Local Chemist for day to day supply of Drugs, Suture material & surgical consumables to ESIC Hospital, Bibvewadi, Pune-37 On indent, Special or Otherwise and which may not be stocked/ available in the MEDICAL Store of ESIC Hospital Bibvewadi, Pune-37 by Medical Superintendent on contract basis for a period of One Year extendable from time to time at the discretion of Medical Superintendent.

Earnest money deposit: Rs. 80000/-

TENDER EVALUATION

Tenders evaluation will be done in two stages
1. Technical bid and
2. Price bid.

The bidders are required to submit online Technical Bid and Financial Bid on http://eprocure.gov.in/eprocure/app latest by 18/09/2020 at 11.00 am

In addition to online submission of Technical Bid and Financial Bid, The Bidders are also required to submit sealed envelope super-scribed “TENDER FOR APPOINTMENT OF LOCAL CHEMIST” along with Name and Address of Bidder containing the hardcopy of the following documents:
1) Earnest Money Deposit as per details above in the form of Demand Draft / Pay Order drawn on any Nationalized Bank in favour of ESIC Fund Account No 1, ESIC Hospital Bibwewadi, Payable at Pune
2) Undertaking on Rs. 100/- stamp paper as per ANNEXURE-I duly filled & signed.

and Sealed Envelope containing above documents should be dropped in the Tender Box kept in Administrative hall of ESIC HOSPITAL BIBVEWADI PUNE on or before closing date and time ie 18/09/2020 at 11.00 am.

TECHNICAL BID (ONLINE):

Compulsory scanned copy of following documents to be uploaded. All the documents should be signed and stamped by the bidder.

<table>
<thead>
<tr>
<th>SR NO</th>
<th>PARTICULARS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Scan Copy of DD/ Pay order of EMD</td>
</tr>
<tr>
<td>2</td>
<td>Self-attested photocopy of latest and valid GST registration certificate</td>
</tr>
<tr>
<td>3</td>
<td>GST Receipt (Up to 31/03/20 or thereafter)</td>
</tr>
<tr>
<td>4</td>
<td>Tender Documents duly signed &amp; stamped by Authorized signatory of Bidder</td>
</tr>
<tr>
<td>5</td>
<td>Undertaking on Rs. 100/- stamp paper as per ANNEXURE-I duly filled &amp; Signed</td>
</tr>
<tr>
<td>6</td>
<td>Authorization letter for signing the Tender Document as per Annexure II</td>
</tr>
</tbody>
</table>

Tax Audit Report for the 2 financial years i.e. (2017-18, 2018-19), duly authenticated by Chartered accountant.
For financial year 2019-20 Unaudited financial statement indicating turnover, net profit, etc. Duly signed by Chartered accountant.

Valid Registration Certificate under Shop and Establishment Act

Valid Drug License for Retail Chemist as per Drugs & Cosmetic Act.

No Conviction Certificate from State Drug Controller that there is no case pending under the drugs and cosmetic Act and Rules there under as well as under Drug Price Control Order (DPCO) against the firm during the last 3 years.

No Conviction Certificate must be issued after 31/12/2019

Please Note that Tender shall be liable to be rejected if legible scanned copies of documents listed above are not uploaded in Technical bid.

Online Technical bid of the bidders & Tender box will be opened at the prescribed time and date as indicated in tender document. During the Technical bid opening, the tender opening official(s) will examine the salient features of the tenders like Earnest Money Deposit, Drug License for Retail Chemist & Technical bid shall be referred to Technical Evaluation Committee for technical evaluation.

The Technical Evaluation Committee constituted by the Medical Superintendent will technically evaluate technical bid submitted by bidders on the basis documents as per technical bid & terms and condition of tender.

The bid accepted technically will only be considered for price evaluation (price bid). Price should not be quoted with technical bid; otherwise the tender will be rejected without any correspondence.

Online Price Bid of only those bidders who qualify on basis of Technical Bid (after evaluation by Technical evaluation committee) will be opened by purchase committee for further action.

Bidders who qualify on basis of Technical Bid (after evaluation by Technical evaluation committee) will be informed through Mobile/email about the date and time of opening of online Financial Bids.

PRICE BID (ON LINE): Bidder should filled online their discount offered on M.R.P. as per following format:

Minimum discount offered on Branded Allopathic Drugs & Suture Material should not be less than 18% on M.R.P. and Minimum discount offered on Generic Drugs should not be less than 45% on M.R.P & Minimum discount offered on surgical disposables should not be less than 40% on M.R.P.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Item</th>
<th>Factor</th>
<th>% of Discount Offered on MRP (in Figures)</th>
<th>Factor X % of Discount Offered on MRP (in Figures)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>GENERIC ALLOPATHIC DRUGS</td>
<td>0.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>BRANDED ALLOPATHIC DRUGS</td>
<td>0.3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>SUTURE MATERIAL</td>
<td>0.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>SURGICAL CONSUMABLES</td>
<td>0.1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

MAXIMUM DISCOUNT

Formula for Calculation : 0.5* + 0.3* + 0.1* + 0.1*

( % of Discount Offered on MRP by tenderer in each head multiplied by given factor)

Tender will be awarded to the chemist offering maximum discount. Above mentioned chart shall be filled & uploaded in BOQ file. Only % of discount should be quoted.

1. The bidder shall indicate the discount offered on M.R.P. i.e. maximum Retail price which is printed on the item.
2. Allopathic drugs should be supplied of generic preparations unless specified otherwise.
3. Separate discounts should be quoted for:
   a. Branded Allopathic Drugs.
   b. Generic Allopathic Drugs.
   c. Suture material.
   d. Surgical consumables

4. Discounts quoted by the bidder shall remain fixed during the entire period of the contract and not subject to variation on any account. A bid submitted with an adjustable discount quotation (e.g. Octroi extra/ sales tax extra/ GST as actual etc.) will be treated as non-responsive and will be rejected.

5. In case more than one firm quotes the same rates, the preference shall be given to the local chemist who is located nearer to the hospital. The decision of the Tender finalizing committee & Medical Superintendent shall be final & binding on all the concerned parties.

GENERAL TERMS AND CONDITIONS

1. The term corporation shall mean the ESI Corporation.
2. The term Medical Superintendent means Medical Superintendent, ESIC Hospital, Bibvewadi, Pune-37 and any other officer in authority for the time being in administration of ESI Corporation.
3. Experience of the firm: The Tenderer must have at least Three years’ experience as on 31.3.2020 in the field of local trade of drugs. Offers will be considered only from retail/local chemists.
4. Period of validity of bids: Every Tender would remain open for acceptance for 60 days from the date of opening of Tender or till the date of the finalization of the Tender, whichever is earlier. In exceptional circumstances the Purchaser may solicit the bidders consent to an extension of the period of validity. The request and the response thereto shall be made in writing. The EMD provided shall also be suitably extended.
5. The earnest money of unsuccessful bidders will be refunded, without accrual of any interest, in due course of time, as per official convenience.

6. SECURITY DEPOSIT:
   a. The offer of contract issued to the successful contracting firm would need to be accepted within 15 days from the date of issue of the offer. Failure to accept the offer within this period will result in forfeiture of the EMD.
   b. Successful contracting firm will be required to deposit security deposit of Rs.400000/- (Rs. Four Lakh Only)
   c. Security deposit should be submitted in the form of pay order/ demand draft in favor “ESI fund Account No. 1, ESIC Hospital, Bibvewadi, Pune-37”, payable at Pune. The EMD will be released only after submission of security deposit without any accrual of interest. The Security money so deposited by the successful bidder will be retained by the Hospital till completion of the contract and will be released there after (without interest) on claim, subject to adjustment of any claim of Hospital, arising out of terms & conditions pertaining to the tender.
   d. In the event of any breach/violation or contravention of any terms and condition contained therein by the contractor, the said security deposit will be forfeited.

7. Signing and validity of contract:
   1. On award of contract, the contracting firm will be required to enter into an agreement/contract on stamp paper of appropriate value in the form approved by the Hospital administration. The cost incurred in this connection will be borne by the contactor.
   2. The Contract, if awarded will be initially for One year from the date of award subject to continuous satisfactory performance and on failure on this aspect by the appointed local chemist, the Hospital reserves the right to terminate the contract.
   3. This initial period of One Year can be extended for such further period at the discretion of the Hospital authority, but not more than one year at a time.
8. The Medical Superintendent 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 items or for different items.

9. No change in discount rates on any account will be permitted during the contact period. Also, no subsidy will be given over the quoted discounts.

10. Tender forms/ Tenders are not transferable: The agency shall not engage any sub-contractor or transfer the contract to any other person in any manner.

11. Termination of contract:
   a. Medical Superintendent reserves the right to terminate the contract at any time during currency of the contract period without assigning any reason thereof.
   b. If the services are not up to the satisfaction of the authorities payment in part or full may be deducted and the contract for the remaining period may be terminated.
   c. The bidder may terminate the contract only after giving one month prior notice; failure to give notice will result in forfeiture of Security deposit and Imposition of penalty as decided by Medical Superintendent.

12. Corrupt or fraudulent practices: ESIC Hospital, Bibvewadi, Pune-37, requires that the Hospital as well as bidder/contractors under this contract observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the, ESIC Hospital, Bibvewadi, Pune-37, will reject a proposal for award, if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question. It will declare a local chemist ineligible either indefinitely or for a stated period of time for award of the ESIC contract if at any time it determines that the firm has engaged in corrupt or fraudulent practices in competing for or in executing an ESIC contract.

13. In case of any dispute or difference Medical Superintendent is the Final Authority.

14. Medical Superintendent reserves the right to accept any tender in full or in part, to reject any or all tenders at any time without assigning any reason thereof.

**SPECIFIC CONDITIONS OF THE CONTRACT**

1. The General Terms and Conditions for supply of Drugs, Suture material & Surgical consumables to ESIC Hospital, Bibvewadi, Pune-37, & the Law of contract will be applicable.

2. The Local chemist services for the hospital shall be provided on all days during the contract period.

3. The contractor will comply with all legal requirements and for obtaining all the requisite licenses included under Drugs and cosmetics Act & shops and establishments Act etc. Hospital shall not be responsible in any way for any breach by the contractor of the rules and regulations governing the running of such establishment.

4. The acceptance of tender will normally be on the basis of maximum discount offered by the local Chemist on M.R.P. i.e. maximum Retail price which is printed on the packing/flaps/bottles. The Chemist will be paid on M.R.P. less discount and no taxes. Octroi or any other levy/tax will be paid which has to be borne by the Chemist. Tampering of the printed MRP of the manufacturer by the local chemist by use of stickers or other means will not be accepted. Separate discounts should be quoted for Drugs/ Suture material/ Surgical consumables.

5. Local chemist will maintain sufficient stock of Drugs, Suture material and surgical consumables at all times to avoid inconvenience to the ESI beneficiaries. **Allopathic drugs supplied should be of generic preparations unless specified otherwise.**

6. Collection of indent for supply: Indent on the basis of which supplies are to be made should be collected by the chemist or his representative every day (Monday to Saturday) between 11.30am. To 12.00 p.m. The Chemist/Chemist's representative will sign in the Indent Issue Register in the main store of the Hospital as proof of having attended the Hospital.

7. Indents are to be accepted duly countersigned by the Store Incharge of the hospital whose specimen signatures will be supplied to local chemist duly attested by Medical Superintendent

8. The Store In charge of the Hospital will fill all the four copies of the items cum indent form in single stroke and will retain first copy for office use and send three copies to local chemist who after filling the remaining required columns in the items cum indent form will return back second copy along with indented items to the Store
Incharge. At the end of the week Local Chemist will submit the third copy for payment to Medical Superintendent along with summary of items cum indent form in serially numbered printed invoice. The fourth Copy will be retained by the Local Chemist for his office use.

9. **Delivery of Supplies:** The delivery of supplies will be made on same day as the collection of the indents or at the latest on the next day by 11.30am to 12.00pm, at the premises of the hospital indenting the supplies, as directed.

10. **Life Period:** The shelf life of drugs/items supplied should not have passed more than half of shelf life from the date of manufacturer, at the time of supply.

11. **Packing:** Supplies are required to be made in original packing of manufacturer and in only available packing approximately nearest to the total quantity demanded for any particular medicine/drugs, on any particular day.

12. **During normal office hours,** the Medical Store Section will receive the drugs, dressings, surgical items, etc. and will verify the ‘maximum retail price’ & other particulars and certify on the challans as well as bills.

13. **The tenderer or his representative should be available / approachable for 24 hrs.** over phone for supply of drugs and dressings. In case of any emergency requirement, if the order is placed for any item any time, the requisite item will have to be supplied immediately. The contact telephone number and mobile number must be provided to the hospital authority for such purpose.

14. **On Sundays/Holidays and beyond normal working hours,** emergency orders may be Placed by the Casualty Med Officer under his sign and seal.

15. **Risk Purchase:** In case of failure to supply any or all items as per requisition / purchase order/specification / prescribed brand of item **within reasonable time (Generally 24 hrs.)** 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 or full 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 of any of his subsequent/pending bills or security deposit.

16. **In the case of failure or refusal /Irregularity by local chemist to supply the items to the hospital** the contract is liable to be cancelled at his risk and cost. Any extra cost involved in arranging supplies from alternative source will be recovered from his subsequent/pending bills and his security deposit will be forfeited.

17. **The items to be supplied will be of standard quality.** In case, it is found that any particular item has expired, or is substandard or spurious, the Local chemist will be liable to be black-listed for a period of 5 years for future participation in any ESI Tender. Besides any other legal actions as deemed fit will be taken. If for any unavoidable reason beyond his control, it is not possible for chemist to immediately supply the items indented and the hospital is compelled to procure the same from the other local chemist, extra expenditure on this account will be recovered from subsequent bill(s) of the contracting local chemist.

18. **The contractor should give a declaration that the medicines supplied for this contact shall be of the best quality and in accordance with the specifications as indented and if the articles are discovered not to confirm to the description and the quality aforesaid have deteriorated the purchaser in that case will be entitled to reject the said articles of such portion thereof as may be discovered not conforming to the said description and quantity.**

19. **Local chemist will indicate Batch Number, Name of manufacturer and Expiry Date on indents at the time of supplying the items to the Hospital.**

20. **Presentation of Bill:** The Contracting local chemist shall present his bill for each week’s supply within the next week following the week in which supplies were made.
a. The bill shall be in the printed and serially numbered Invoice/Credit bill with the name and address of the Chemist and GST Registration Number printed thereon.

b. The bill shall show the summary of the total amount for each day for the net amount supported by the acknowledged copy of the indent the entire column duly filled in.

c. The Purchaser reserves the right to demand in any case, the original of the supplier’s invoices for verification of the Net Trade Price Claimed by the contractor. However, no claim shall be made by the contractor against the ESI Hospital in respect of interest or damage in case the payment is delayed for any reason beyond the control of ESI Hospital.

21. Payment: The Contractor shall claim payment weekly. The Payments of the bills prescribed in complete forms and in time will normally be arranged in 4 to 6 weeks from the date of presentations. However, no claim shall be made by the contractor against the ESI Hospital in respect of interest or damage in case the payment is delayed for any reason beyond the control of ESI Hospital.

Medical Superintendent
ANNEXURE I

Format of Undertaking for Local Chemist
To be submitted in Non Judicial stamp paper of Rs.100/-

To
The Medical Superintendent
ESIC Hospital, Bibvewadi, Pune-37

Dear Sir,

1. I, the undersigned certify that I have gone through all the terms and conditions mentioned in the tender document (Tender no. ____________________) and undertake to comply with them.

2. The rates quoted by me are valid and binding upon me for the entire period of contract.

3. I, the undersigned hereby bind myself to Medical Superintendent, ESIC Hospital, Bibvewadi, Pune-37, during the period of contract.

4. The security money deposited by me shall remain in the custody of the Medical Superintendent, ESIC Hospital, Bibvewadi, Pune-37, till the expiry of the contract. The security deposit will not carry any interest. I understand that in case of non-supply, extra expenditure done for risk purchase will be recovered from me and I will pay the extra expenditure to the hospital.

5. The conditions herein contained shall form part of and shall be taken as included in the agreement itself.

6. I will be wholly responsible for supply of standard quality of Drugs, Suture material and Surgical consumables on indent at ESIC Hospital, Bibvewadi, Pune-37, and will ensure timely delivery of items to the hospital.

7. I agree that the supply of aforesaid will comply with provisions of Drugs Act, 1940 and rules made hereunder.

8. That all the terms and conditions of the tender are accepted by me.

9. I note that you are not bound to accept any or all tenders you may receive.

10. I agree to abide by this tender for a period of 60 days from the date of opening of Tender.

11. I have enclosed No Conviction Certificate from State Drug Controller Issued after 31/12/2019

12. The decision of the Medical Superintendent will be binding upon me.

13. I have experience of three years in the field of local trade of drugs

14. That I am the proprietor /partner/authorized signatory of M/S ________ & my/our firm has not been declared defaulter by any govt. agency and that no case of any nature i.e. CBI, Criminal/Income Tax/ Sales Tax/ Blacklisting is pending against my/our firm.

SIGNATURE & NAME OF THE AUTHORISED PERSON OF THE TENDERER WITH SEAL OF THE AGENCY
ANNEXURE II
(To be submitted on firms letter head.)

FORMAT – AUTHORIZATION FOR SIGNING TENDER DOCUMENT.
Resolved that Shri./Smt./Ms. ...............................................................................................
son/daughter/wife of ........................................................................................................
residing at ........................................................................................................................
holding the post of ........................................................................................................
, is hereby authorized to sign the tender documents, and participate in the tender process
for ......................................................................................................................... invited by Medical Superintendent, ESIC Hospital, Bibvewadi, Pune- 37.

Signature of Authorized Person: __________________________
Designation: ________________________

Note:
1) In case the bidder is the company as defined and registered under companies act, 1956 and/or 2013, a
board resolution authorizing the person of company to sign the tender document and to participate in
tender process should be submitted.

2) In case the bidder is a proprietor, he/she should sign the tender document.

3) In case the bidder is partnership firm, tender document should be signed by the partner, who is duly
authorized as per partnership deed to sign and participate in tenders.

4) If the bidder himself/herself is not attending the opening of tender, he should submit authority letter,
authorizing his/her representative to attend the same