



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament

Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

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Ref no. IIIT-A/ENQ/Purchase/378 / 500 /2018

Date: 03/11/2018

Empanelment of vendors for supply of Medicine

1. The Indian Institute of Information Technology, Allahabad invites letters of intent cum bids for empanelment of vendors for supply of Medicine at IIIT-A, Jhalwa Campus.
2. Tenderers are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions, warranty/guarantee etc. Quotation should be in two separate sealed envelopes "Technical Bid" and "Commercial Bid" and placed in a single envelope with name of the tender, ref. number and closing date superscripted on the top of the envelope addressed to the Faculty In-charge Purchase, IIIT-Allahabad **upto-26/11/2018, 12:00 Noon**. Quotations duly sealed may also be dropped in the tender box placed in the office of the Faculty In-charge, Purchase, IIIT-Allahabad. Basic rate, taxes and other charges if applicable etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad. Please note that tender document will not be accepted after the expiry of stipulated date and time for the purpose.

3. Details of Bank account of Firm for returned of EMD and/or Performance Security

Bank's Account Holder Name:.....

Type of Account Name:.....

Address of Branch:.....

Account No.:.....

IFSC Code:.....

4. **E.M.D.:** EMD amount Rs.25,000/- should be directly transfer into the bank account (IIITA General AC) of Indian Institute of Information Technology Allahabad through RTGS/NEFT and the tender document should be accompanied with the transaction receipt of RTGS/NEFT (Any bid without EMD fee receipt will not be considered). EMD receipt should be enclosed with the Technical Bid document in a separate envelop.

The detail of institute's Bank account is as below;

Account Name: IIIT-A General AC

Bank Name: Indian Overseas Bank

Address: 61, M.G. Marg, Civil Lines, Allahabad

Account No.: 035001000060976

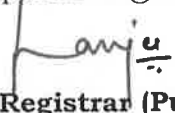
IFSC Code: IOBA0000350

Amount of EMD as below:

S.No	Category	Projected Estimated Annual Value (Rs. in lakhs)	EMD Amount (in Rs.)	Transaction No. & Date
1.	Empanelment of vendors for supply of Medicine	12 lakh	₹25,000/-	

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5. The Technical Bids will be opened in the presence of the tenderers or authorized representatives interested to be present on **26/11/2018 at 4:00 PM**. Vendors are desired to submit their authorization letter along with a photocopy of their photo identity card. Please carry the same original proof of identity for verification purpose at the time of opening of tender/enquiry. The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working date, the time remaining unaltered. The financial bids of only those bidders, who's Technical Bids will qualify, shall be opened by concerned committee. For any queries regarding the tender, please send a mail to info.purchase@iiita.ac.in.


Assistant Registrar (Purchase)

Copy to:

➤ **PS to Hon'ble Director- for kind information to Hon'ble director please.**

PROFORMA FOR APPLICATION

(To be submitted on Letterhead of Vendor/Supplier)

1. Name of the firm (As registered):-.....
2. Address of the firm:-.....
.....
.....
3. Phone Number:-
4. Proprietor's name:-.....
5. Address of Proprietor:-.....
6. Proprietor's Phone No.:-.....
7. Details of the firm:-
 - (a). Date from which the firm is operating:-.....
 - (b). Turnover of the firm during:-
 - 1)FY 2015-16(Rs.).....
 - 2)FY 2016-17(Rs.).....(Please attach documentary evidence)
 - (c) PAN No.:-.....
 - (d) GST No.:-
 - (e). Details of Govt. Supply/ Turnover etc –

Sl. No.	Name of place where services rendered:	Addresses of such place where services rendered	Period from and to of services rendered
1			
2			
3			
4			

Please attach details of satisfactory work accomplished for the above, in absence of which the EXPERIENCE shown above SHALL be treated as INVALID.

8. Certified that we M/s.....are the sole Distributors/ Authorised Dealers/Suppliers of Medicine for items shown in category at Sl.No..... of the empanelment document (Attach relevant certificate in support)

.....
Seal & Signature of Authorized signatory with date



TERMS & CONDITIONS

1. The tenderer must possess minimum eligibility criteria mentioned as under to participate in the tender/Empanelment:
 - a) **Should possess minimum 02 years experience in the relevant field.**
 - b) **Should have minimum turnover of Rs.25 Lakhs per annum for the last two years i.e. 2015-16 & 2016-17 separately.**
 - c) **All the Authorized distributor/stockiest/company should quote their rates of Ethical Brands of medicines only. Generic brand will not be accepted at any cost.**
 - d) **Bidder/Tenderer should give the certificate on his letter head that only Ethical Brand Medicines have been quoted/supplied. Without this certificate quotation will not be accepted.**
 - e) **Should be submitted attested photo copies of the drug licence.**
 - f) **Copy of registration certificate under shop and Commercial Establishment Act of Central/State Government.**
 - g) **The expiry period of medicines should be more than one year from the date of supply order.**
2. Sealed letter of intent-cum-Bids (LICB) is invited by Indian Institute of Information Technology, Allahabad for Supply of Medicine.
3. The documents must be submitted in the prescribed proforma ONLY duly filled in, completed & signed by the venders/bidders along with their seal.
4. Tenderers are strictly prohibited to submit their tender with more than one name/identity. In case a tenderer is found to have indulged in tendering with more than one name/identity he/she shall be black listed for ever.
5. **Delivery:** Delivery of Medicines should be within seven days from the date of issue of purchase order/ supply order either through email. If the supply delayed beyond the stipulated time of completion of supply, penalty of 1% per weeks and maximum upto 10% of the total cost may be imposed at the discretion of competent authority.
6. Quoted discount in percentage (%) shall be valid for one year from the date of selection in the empanelled list.
7. All LICB should be addressed to the **Faculty In charge Purchase, Indian Institute of Information Technology, Deoghat, Jhalwa, Allahabad-211015 (U.P.) India** and sealed envelope.
8. Rate quoted by the firm should not be higher than the MRP/ prevailing market rate.
9. **One or more vender shall be empanelled innately for one year from the date of selection in the empanelled list which will be extended after satisfactory report form Institute Health Centre. The empanelment will be initiated on the basis of higher discount price in percentage (%) on MRP quoted by vendors.** In case suppliers are not considered for placing order, the earnest money deposit of unsuccessful bidders shall be returned without any interest within one month from the date of LICB or after finalization of the empanelment list, whichever is later. The earnest money will be forfeited in the event of failure to comply with the contract.
10. **Performance Bank Gaurantee :** The successful bidder (L1) has to deposit Performance Bank Gaurantee of Rs.60,000/- (Sixty Thousand Only) in favour of

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IIIT-Allahabad', which has to be electronically transfer through the RTGS/NEFT into the bank account of Institute as mentioned below:

Account Name: IIITA General AC
Bank Name: Indian Overseas Bank
Address: 61, M.G. Marg, Civil Lines, Allahabad
Account No.: 035001000060976
IFSC Code: IOBA0000350

11. **Performance Bank Gaurantee** should remain valid for a period of 14 months. **No interest shall be paid on Performance Security.** The Performance Security will be forfeited by order of the Competent Authority in the event of any breach or negligence or non-observance of any terms & conditions of the contract or for unsatisfactory performance or for non- acceptance of the supply order. EMD will be released after receiving of transaction receipt of RTGS/NEFT of security amount.
12. The service provider should quote clearly in figure and in words the discount in percentage. All charges F.O.R. destination-IIIT-A, Jhalwa Campus, Allahabad.
13. **A supplier shall not submit more than one tender. The supplies so submitted shall be governed by the laws of India and be interpreted in accordance with such laws as applicable at Allahabad, U.P., India.**
14. In case of any dispute arising in process of the LICB, the matter shall be referred to the sole arbitrator who in such cases shall be The Director, IIIT-A and whose decision shall be final and binding on both the parties.
15. The acceptance of an offer will rest with the Institute which does not bind itself to accept the lowest rate and reserves itself with the authority to reject or partially accept any or all the offer documents received, without assigning any reason.
16. All the rules regulations & laws of the land shall be complied by the Bidder. The service provider shall have necessary licenses from the local or Govt. authorities for running the appropriate business, and shall pay all charges, taxes, levies and statutory dues assessments payable to any public or local authorities in respect of the supply-business and shall also be liable to all fines and penalties which may be levied by the local or Govt. authorities as a result of non-observance of any of the statues or rules framed there under by such authorities and keep the Institute indemnified always against all such actions, demands, expenses and charges incurred or suffered in that behalf.
17. The service agencies must have worked in reputed organizations and will have to provide details of such organizations with the certificate of it in the prescribed proforma.
18. All inclusive prices are as applicable at IIIT-A, Deoghat, Jhalwa Campus of Institute at Allahabad.
19. The cost of stamp fee for the execution of Agreement shall have to be borne and paid by the successful bidder.
20. The Institute reserves the right to impose financial penalty and initiate punitive action against the service provider that fail to affect their service which shall be decided by the Director.
21. Conditional Tenders shall not be entertained and shall be rejected summarily.



22. It is mandatory to mention enquiry reference number, subject, matter of tender, due date, contact address etc. on envelop of your quotation. Incomplete Information will make the tender liable to rejection without opening of envelopes.
23. **Tenderer should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on IIIT-A website www.iiita.ac.in Intending tenderers are advised to visit www.iiita.ac.in for regular update, if any, till the closing date of tender for any corrigendum/ addendum/ amendment. IIITA will not be responsible for ignorance of corrigendum.**

UNDERTAKING

"It is certified that:

(i) I have gone through all the conditions and understood the same. (ii) I agree to the terms & conditions as specified above (iii) I find myself to follow and comply with it."

Date:.....

Place:.....

.....
**Seal and signature of the Proprietor/
Authorized Representative**



PRICE OFFER DOCUMENT
Quotation for Supply of medicine at IIIT-A
(Sealed separately on the letterhead of the Service Provider)

Sl. No.	Name	Maximum discount in Percentage (%) on MRP
1.	ACILOC 150 mg	
2.	ACILOC RD	
3.	ACILOC inj.	
4.	Tab. ALLEGRA 120mg	
5.	Tab. ALMOX DT 125mg	
6.	ALPROX 0.25mg	
7.	Inj. AMIKACIN 500mg	
8.	Tab AMLOKIND 5mg	
9.	Syp. ASCORIL	
10.	Rep. ASTHALIN	
11.	Tab. AVIL 25mg	
12.	Inj. AVIL	
13.	Tab. AZITHROMYCIN 500mg	
14.	BANDAGE 4"	
15.	Tab BANOCIDE FORTE	
16.	Cap BECOSULE	
17.	BETADINE 1000 ml (Solution)	
18.	BETADINE ointment-250gm	
19.	Syp. AZITHROMYCIN	
20.	Tab BRUFEN tab 400mg	
21.	Resp BUDECORT	
22.	Inj. BUSCOPAN	
23.	CALPOL tab 500mg/ Xykaa-500	
24.	CALPOL syp 125mg	
25.	CANDID MOUTH PAINT	
26.	CETRIZIN tab 10mg	
27.	Syp. CETRIZIN	
28.	Tab CIPCAL500 mg	
29.	CIPLOX 100ml Inj	
30.	Tab CIPLOX 500mg	
31.	Eye drop- CIPLOX	
32.	Tab Ciplox TZ	
33.	Codistar DX syp 30 ml	
34.	Syp. Colimex	
35.	Syp.COSCOPINE	
36.	COTTON ROLL 500 mg	
37.	Tab CREMALAX	
38.	CREPE BANDAGE 4 inch	
39.	CREPE BANDAGE 6 inch	
40.	DNS (500ml) I/V fluid	
41.	Inj DECADRON	
42.	Tab DERIPHYLLIN 150 mg	
43.	Inj. DERIPHYLLIN	
44.	Cap Dexorange (1x30)	

Kanji

Sl. No.	Name	Maximum discount in Percentage (%) on MRP
45.	Dextrose 5% 500 ml	
46.	Inj Diazapan	
47.	Tab DIGENE	
48.	Syp. DIGENE	
49.	Tab Dispirin	
50.	Cap Doxycycline 100 MG	
51.	DRIP set	
52.	Resp Duolin	
53.	Tab Dytor 10 mg	
54.	Ear Bud	
55.	Tab ENTEROQUINOL	
56.	Inj. Epsolin	
57.	ETHICON 1.0	cutting needle (silk)
58.	ETHICON 2.0	
59.	ETHICON 3.0	
60.	ETHICON 4.0	
61.	Tab Fluconazole 150 mg	
62.	Foley's Catheter 16 no.	
63.	Tab Formolin	
64.	GAUZE THAN	
65.	GLUCON-D 100 g	
66.	HANSAPLAST (water proof)	
67.	HYDROGEN PEROXIDE 100 ml	
68.	Syp. IBUGESIC PLUS	
69.	Cap IMODIUM	
70.	Tab Isodril 5 mg	
71.	Cap KARVOL PLUS	
72.	Tab Larigo DS (1x 5 kit)	
73.	LEUKO PLAST (4")	
74.	Tab Levofloxacin 500 mg	
75.	Tab Live 52	
76.	Inj Xylocane	
77.	MAG-MAG	
78.	Inj MEFTAL SPAS	
79.	Tab Dynapar Epas	
80.	Inj METROGYL 100 ml	
81.	Tab METROGYL 400 mg	
82.	Syp METROGYL	
83.	Inj Monocef 1gm	
84.	Tab TRIMOX CV 625	
85.	Syp Moxikind	
86.	NS-100 ml I/v fluid	
87.	NS-500 ml I/v fluid	
88.	Neosporin ointment 5gm	
89.	Tab Dynapar MR	
90.	Tab NISE 100mg	
91.	Tab NORFLOX 400mg	

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Sl. No.	Name	Maximum discount in Percentage (%) on MRP
92.	Syp normet	
93.	Cap Novaclox	
94.	Syp Nutrolin- B	
95.	Tab Ofloxacin 200 mg	
96.	Tab OMNACORTIL 5 mg	
97.	ORAWAYS (ointment)	
98.	ORS (Walyte) sachet	
99.	OTRIVIN nasal drop	
100.	Pantoprazole -40	
101.	Inj Pantocid	
102.	PAPER TAPE ½ inch	
103.	R L 500 ml	
104.	Cap Tetracycline 250 mg	
105.	Tab ROXID 150 mg	
106.	Syp ROXID	
107.	SILVEREX 15gm ointment	
108.	Sinarest Syp	
109.	SINAREST tab	
110.	SOFRAMYCIN ointment 15g	
111.	Spirit 60ml	
112.	Spirit 1ltr	
113.	Inj. STEMETIL	
114.	Tab STEMETIL MD 4	
115.	Tab Stugeron Forte	
116.	Sumag ointment	
117.	Tab SUMO	
118.	Surfaz sn ointment 5g	
119.	Surgical Gloves 7½ no.	
120.	SYRINGE 10 ml	
121.	SYRINGE 2 ml	
122.	SYRINGE 3 ml	
123.	SYRINGE 5 ml	
124.	Sym T-Minic	
125.	Inj Taxim 1g	
126.	Inj Tetanus	
127.	Tab TEXAKIND MF	
128.	Cap Rabicip-D	
129.	Inj Tramadol	
130.	Urobag	
131.	VENFLON-20".	
132.	VENFLON-22 "	
133.	VENFLON-24 "	
134.	Tab VERTIN 8mg	
135.	Cap VIZYLAC	
136.	Dylona GEL	
137.	VOMIKIND drop	
138.	Inj VOMIKIND	

Sl. No.	Name	Maximum discount in Percentage (%) on MRP
139.	Tab VOMIKIND MD 4mg	
140.	Inj Dynapar AQ	
141.	Tab Dynapar SR 100mg	
142.	Syp ZENFLOX-OZ	
143.	Tab ZENFLOX-OZ	
144.	Tab Montair LC	
145.	Tab Zentel 400 mg	
146.	Tab Zifi 200mg	
147.	Tab Zupar	
148.	Tab Perinorm	
149.	Inj. Paracetamol	
150.	Xylocaine Gel (2%)	
151.	Inj. Hydro cardi sone	
152.	Inj. Lasix	
153.	Fixation Tape	
154.	Volini Spray	

Note-

- (i) Vendors are desired to quote their discount rate in percentage (%) only on MRP, which should be inclusive all taxes.
- (ii) Place of delivery is IIIT-A, Campus Deoghat, Jhalwa, Allahabad.

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Seal and Signature of Authorized Signatory

