

**REQUEST FOR PROPOSAL(RFP)**

**Invitation of Bids for 'SUPPLY OF MEDICINE 'Request for Proposal (RFP) No SSG/QM/3001/CONTRACT Dated Jan 25**

1. Bids in sealed cover are invited for supply of items and execution of works as listed in part II RFP. Please super scribe the above mentioned Title, RFP number and date of opening of the bids on the sealed cover to avoid the bid being declared invalid.

2. The address and contact numbers for sending bids or seeking clarifications regarding this RFP are given below-

- |  |   |  |
|--|---|--|
| (a) Bids/queries to be addressed to            | : | <b>The Principal, Sainik School Goalpara</b>   |
| (b) Postal address for sending the Bids        | : | <b>As mentioned above</b>                      |
| (c) Name /designation of the contact personnel | : | <b>Lt Cdr Avnish Sethi, Adm Officer</b>        |
| (d) Telephone numbers of contact personnel     | : | <b>9954981876</b>                              |
| (e) E-mail ids of contact personnel            | : | <b><u>ssgoalpara@sainikschoolociety.in</u></b> |

3. This RFP is divided into five parts as follows:-

(a) **Part I**- Contains general information and instruction for the Bidders about the RFP such as the time, place of submission and opening of tenders, Validity period, Mode of tenders etc.

(b) **Part II**- Contains essential details of the items/services required, such as the Schedule of Requirements (SOR), Technical specifications, Delivery and Consignee details.

(c) **Part III** – Contains Standard Conditions of RFP, which will form part of the Contract with the successful Bidder.

(d) **Part IV** – Contains special Conditions applicable to this RFP and which will also form part of the contract with the successful Bidder.

(e) **Part V**-Other details.

4. This RFP is being issued with no financial commitment and the Buyer reserves the right to Change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, Should it become necessary at any stage.

## **PART I- GENERAL INFORMATION**

1. **Last date and time for depositing the Bids : 28 Jan 25 at 1700 hrs.**

(Date to be mentioned in terms of DD MM YEAR)

The sealed Bids (both technical and Commercial, in case two bids are called for) should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.

2. **Manner of depositing the Bids :** Sealed Bids should be either dropped in the Tender Box in-front of Adm Officer's Office at Sainik School Goalpara, or sent by registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non –delivery /non receipt of Bid documents. Bids sent by FAX or e-mail will not be considered (unless they have been specifically called for by these modes due to urgency).

3. **Time and date for opening of Bids 1600hrs on 29 Jan 25.**

(If due to any exigency, the due date for opening of the bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer).

4. **Location of the tender Box : In front of Adm Officer's Office Sainik School Goalpara,**

(Only those Bids that are found in tender box will be opened. Bids dropped in the wrong Tender Box will be rendered invalid).

5. **Place of opening of the Bids : At the office of Adm Officer.** The Bidders may depute their representative, duly authorized in writing, to attend of Bids on the due date and time Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative.

6. **Single Bid System :** The Bid would be opened on the time and date mentioned above.

7. **Forwarding of Bids technical bid –. Applicant should submit following along with bids :-**

- (a) Registration Certificate or Trade license copy to be enclosed.
- (b) Annual turnover of last 3 yrs (copy to be enclosed).
- (c) GST Details (copy to be enclosed).

8. **Clarification regarding contents of the RFP:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in writing about the clarification sought not later than 7 (Seven) days prior to the date of the Bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents.

09. **Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained

10. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tender will be rejected.

11. **Unwillingness to quote:** Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.

12. **Validity of Bids:** The Bids should remain valid for 06 months from the last date of submission of the Bids.

13. Other standard condition of RFP given as part III Appx 'C' to DPM 2009 are applicable. These condition can be viewed at <http://www.mod.nic.in>

**PART II-ESSENTIAL DETAILS OF ITEMS/SERVICES**

Request for Proposal (RFP) No SSG/QM/3001/CONTRACT Dated Jan 25.

1. **Schedule of Requirements** – List of items/ services/ Supply Ordered is as follows :-

<b><u>Sr No.</u></b>	<b>Description with feature &amp; Specifications</b>	<b>Quantity Required</b>	<b>Basic price (Each)</b>	<b>Taxes on basic price</b>	<b>Total price</b>	<b>Remarks</b>
(a)	Details are attached in Appendix-'A'	--	--	--	--	--

Vendor Signature with rubber stamp

2. **Technical Details:**

**(Detail Tec Specification of item to be purchased/Service):** Clear details of items are mentioned in the schedule of requirements.

3. **Delivery period** – Delivery/Installation period for supply of items would be as per the effective date of Supply Order. Please note that Supply Order can be cancelled unilaterally by the Buyer in case items are not received within the Supply Order delivery period. Extension of Supply Order delivery period will be at the sole discretion of the Buyer, with Applicability of LD clause.

4. **Consignee details** - Sainik School Goalpara, P.O. – Rajapara, Distt- Goalpara (Assam), Pin. 783133.

5. **MODE OF DESPATCH** - The store shall be dispatched to the consignee by supplier under his own arrangement and cost.

6. **Container Pack** – (As per requirement)

### **PART III – STANDARD CONDITIONS OF RFP**

1. **JURISDICTION OF COURTS** :The District Court, Goalpara from where the acceptance of tender has been issued shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract.
2. **Liquidated damages** :In the event of the seller's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training etc. as specified in this Supply Order, the Buyer may, at his discretion, withhold any payment until the completion of the Supply Order. The Buyer may also deduct from the Seller as agreed, Liquidated Damages to the sum of 0.5% of the Supply Order price of the delayed/undelivered stores/ services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores.
3. **Earnest Money Deposit**: Bidders are required to submit Earnest Money Deposit (EMD) for an amount of **Rs 30000/- (Rupees Thirty thousand only)** in the form of Demand Draft along with their bids. EMD is to remain valid for a period of forty-five days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30<sup>th</sup> day after the award of the contract. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender.
4. **Termination of the Contract** :The Buyer shall have the right to terminate this contract in part or in full in any the following cases:-
  - (a) The delivery of the material is delayed for not attributable to Force Majeure for more than (01 month) after the scheduled date of delivery.
  - (b) The Seller is declared bankrupt or becomes insolvent.
  - (c) The delivery of material is delayed due to causes of Force Majeure by more than 01 month.
  - (d) The Buyer has noticed that the Seller has utilized the services of any Indian/foreign agent in getting this Supply Order and paid any commission to such individual/company etc.
  - (e) As per decision of the Arbitration Tribunal.
5. **Notices** : Any notice required or permitted by Supply Order shall be written in the English Language and may be delivered personally or may be sent by FAX or registered pre-paid mail/ airmail, addressed to the last known address of the party to whom it is sent.
6. **Shelf life** : The shelf life of the item should be one year from the date of supply order or more as per OEM guideline.
7. **Taxes and Duties**
  - (a) **Sales Tax/ VAT/ OTHER TAXES**
    - (i) if it is desired by the Bidder to ask for Sales tax/VAT/GST to be paid as extra, the same must be specifically stated. In the absence of any such stipulation in the bid, it will be presumed that the prices quoted by the Bidder are inclusive of sales tax and no liability of tax will be developed upon the Buyer.
    - (ii) The taxes will be paid on basic price, sellers are not to be charge VAT on service charges and other taxes unless permitted by law for which a copy of notification should be attached with invoice/Bill
    - (iii) Remaining clauses as given in DPM refer <http://www.mod.nic.in>

**8. Inspection of Items & Work**

The items being supplied and works being carried out will be inspected by a board of members of SSG as nominated, on behalf of the Principal. A joint inspection will be carried out on completion of the work and works completion certificate needs to be issued by the Board for processing of payment.

**9. Release of payment**

The payment will be made through NEFT with-in one month of submission of bills.

10. The period of this contract shall be extendable upto 3 months at the discretion of the Sainik School Goalpara.

**PART IV – SPECIAL CONDITIONS OF RFP**

1. **Option Clause** : This Supply Order has an Option Clause, wherein the Buyer can exercise an option to procure an additional 50% of the original Supply Ordered quantity in accordance with the same terms & conditions of the present Supply Order. This will be applicable within the currency of Supply Order. It will be entirely the discretion of the Buyer to exercise this option or not.

2. **Repeat Order Clause** - This Supply Order has a Repeat Order Clause, wherein the Buyer can order upto 50% quantity of the items under the present Supply Order within six months from the date of successful completion of this Supply Order, cost terms & conditions remaining the same. It will be entirely the discretion of Buyer to place Repeat order or not.

3. **Payment terms for Indigenous Sellers** – 100% payment on completion of supply and acceptance by the user.

4. **Payee Authority:** Principal, Sainik School Goalpara

5. **Specification:** *As per LPP & Schedule of Requirement.*

**6. Packing and Marking:**

(a) The Seller shall provide packing and preservation of the equipment and spares/goods Supply Ordered so as to ensure their safety against damage in the conditions of land, sea and air transportation, transshipment, storage and weather hazards during transportation, subject to proper cargo handling.

7. **Quality:-** The item should be new and as per specification at para 8 & Part II.

**8. Warranty -**

Except as otherwise provided in the invitation tender, the Seller hereby declares that the goods, stores articles sold/supplied to the Buyer under this Supply Order shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars contained/mentioned

in Supply Order. The Seller hereby guarantees that the said goods/ stores/ articles would continue to conform to the description and quality aforesaid for a period of **12 months** from the date of delivery of the said goods stores/articles to the Buyer.

If during the aforesaid period of 12 months the said goods/stores/articles be discovered not to conform to the description and quality aforesaid not giving satisfactory performance or have deteriorated, and the decision of the Buyer in that behalf shall be final and binding on the Seller and the Buyer shall be Entitled to call upon the Seller to rectify the goods/stores/articles or such portion thereof as is found to be defective by the Buyer within a reasonable period, so such specified period as may be allowed by the Buyer in his discretion in application made thereof by the Seller, and in such an event, the above period shall apply to the goods/stores/articles rectified from the date of rectification mentioned in warranty thereof, otherwise the Seller shall pay to the Buyer such compensation as may arise by reason of the breach of the warranty therein contained.

#### **PART V – OTHER DETAILS**

1. **Legal addresses of Buyer and Seller.**

**SELLER**

**BUYER**

**Sainik School Goalpara**

**P.O. – Rajapara**

**Distt. Goalpara (Assam)**

**Pin. 783 133**

**TENDER SCHEDULE**  
**SUPPLY OF MEDICINE AT SAINIK SCHOOL GOALPARA**

**EARNEST MONEY :30,000/-**

Ser No.	Company	Discount on MRP (in %age)	Ser No.	Company	Discount on MRP (in %age)
1	J & J		24	Dr. Morepan	
2	Glenmark		25	Alembic	
3	Cipla		26	Duphar	
4	Zuventus		27	Life Care	
5	Alkem		28	Lincoln	
6	Well Care Pharma		29	Cadila	
7	IndicoPharma		30	Wockhard	
8	Laborate		31	Lupin	
9	Ridley		32	G S K	
10	German Remedies		33	Intas Pharma	
11	DWD		34	Emcure Pharma	
12	Ideal Pharma		35	Centaur	
13	Nirlife		36	H & H	
14	Super Deluxe		37	Helbrede Pharma	
15	Glaxo, Morewell		38	Hand Sanitizer (Himalaya/OSIK/All time) 500 ml	
16	InfutecPharma		39	Thermal Scanner	
17	Novartis		40	Pocket sanitizer 100/200 ml Himalaya/OSIK/All time)	
18	Abbott		41	N95 Mask (each)	
19	SanofiAventies		42	Face shield (each)	
20	B E Ltd.		43	Hand gloves (per pkt)	
21	Palson		44	Pulse Oximeter (Hicks) each	
22	Merck		45	Glucose D (with different flavour)	
23	Americans vit. Pvt. Ltd.				

Date :

Signature : .....

Name of Contractor : .....

Mob No. ....

Address : .....

Incase of need, the tender may be split amongst multiple vendors for various items based on quoted or negotiated L1 Pricing.



<b>Ser No.</b>	<b>Salt/ Composition</b>	<b>Company</b>
1.	Calamine and diphenhydramine HCL, lotion 60 ml	J & J
2.	Clotrimazole 1%, Beclomethasonedipropionate 0.025% lotion	Glenmark
3.	Tab Amoxicillin 500+clavulanate125mg	Laborate
4.	Tab Ofloxacin 200mg	Cipla
5.	Tab ciprofloxacin 500 mg	Cipla
6.	Tab norfloxacin 400mg+Tinidazole 500 mg	Laborate
7.	Tab Ofloxacin 200+ Ornidazole 500mg	Zuventus
8.	Cap Multivit+Multimineral+antioxidants and Methylcobalamin	Alkem
9.	Tab B-complex forte with vit-c and zinc	Well Care Pharma
10.	Cap Rabiprazole sodium 20mg+Domperidone 30 mg	Cipla
11.	Cap Oxalvit	Cmax Life science
12.	Tab Theofit	Theogen Pharma
13.	Cap A to Z	Alkem
14.	Cap Pantoprazole sod. 40mg+ Domperidone 30 mg	Cipla
15.	E/D Moxifloxacin 0.5% 10 ml	Laborate
16.	E/D Moxifloxacin 0.5% + Dexamethasone sod. Phosphate 0.1% 10 ml	Laborate
17.	E/D Tobramycin 0.3% +Dexamethasone sod. Phosphate 0.01% 10 ml	Ridley
18.	E/D Olopatadinesusp. 5 ml	Laborate
19.	Choline salicylate 8.7% +Lignocaine Hcl 2% gel 15g	German Remedies
20.	E/D Lignocaine Hcl 2% + Clotrimazole 1 % +Ofloxacin 0.3% +Beclomethasonedipropionate 0.025% 5ml	DWD
21.	Crepe Bandage 6/8/10 cm	Ideal Pharma
22.	Dispovan 2/10 ml	Nirlife
23.	Gauze than super deluxe	Super Deluxe
24.	Glucose anhydrous powder 500 gm	Glaxo, Morewell
25.	Inf. DNS 500ml	InfutecPharma
26.	Inf. RL 500 ml	InfutecPharma
27.	Inf. NS 500 ml	InfutecPharma
28.	Inj Ranitidine Hcl 27.9 % 2 ml	Cipla
29.	InjDiclofenac Sod.75 mg 1ml	Novartis
30.	InjDeriphylline 2 ml	German Remedies
31.	InjTramadalHcl 100mg/ 2 ml	Abbott
32.	InjOndencetranHcl 2mg	Zuventus
33.	InjPheniramine maleate 22.75 mg	SanofiAventies
34.	Inj T T 0.5 ml	B E Ltd.
35.	I V Set	Infutec
36.	Ketoconazole 2 % shampoo 60 ml	Palson

37.	Ketoconazole 2 % cream 20 gm	Palson
38.	Mersuture 2-0 /3-0 size	J & J
39.	OxymetazolineHcl 0.05%10 ml	Merck
40.	XylometazolineHcl 0.05% 10 ml	Novartis
41.	E/D Carboxymethyl cellulose sod.0.5% 10 ml	Americans vit. Pvt. Ltd.
42.	Ciprofloxa cin eye drop 10ml	Cipla
43.	Polycrol gel 170 ml	Abbott
44.	Dried aluminium hydroxide, magnesium hydroxide&simethicane gel 200 ml	Dr. Morepan
45.	Liquid paraffin 1.25 ml,milk of magnesia 3.75 ml,sod. Picosulphate 3.33 mg gel.	Abbott Pharma
46.	Diclofenec Di-ethylamine 1.16%, Linseed oil 3%, Methyl salicylate 10%, Menthol 5% Spray 30 Gm.	Alkem
47.	Roll Bandage 5/7.5 cm	Ideal
48.	S V Set	Infutec
49.	Di-sodium Hydrogen citrate 1.25 GmSyp 100 ml	Laborate
50.	SypMultivitamin,Multimineral,antioxidant 200 ml	Alkem
51.	Syp MV with L Lysine 200ml	Alkem
52.	Syp Aristozyme 200ml	Aristo Pharma
53.	Syp Liv 52 200ml	Himalaya
54.	Syp Livofly 200ml	Butterfly
55.	Syp Dextromethorphan Hcl 10 mg,Chlorpheniramine Maleate 4 mg/5ml	Laborate
56.	Syp Grillinctus 100ml	Franco Indian ltd
57.	Syp pepsin 10 mg+Fungal Diastase 50 mg 200 ml	Alkem
58.	Syp Lactulose 3.335g/5 ml 100 ml.	Duphar
59.	SypTricholine citrate 550 mg,Sorbital 7.15 gm/10 ml 200ml	Alkem
60.	Sup Sucralfate 1gm +Oxetacaine 20 mg/5ml 100ml	Alkem
61.	Diclofenac Di-ethylimine, Thiocolchicoside, Menthol,Methyl salicylate &Benzyl alcohol Gel 30 gm.	Life Care
62.	Syp Dextromethorphan 5mg,Chlorpheniramine Maleate 2.5 mg,Guaifenasin 50 mg& ammonium chloride 60 mg/5ml 100 ml	Laborate
63.	Tab Aceclofenac 100 mg+Paracetamol 325 mg.	Cadila
64.	Tab Aceclofenac 100 mg+ Sp 15 mg	Cadila
65.	Tab Zerodol TH4	Ipca
66.	Tab Albendazole 400 mg	Alkem
67.	Tab Azithromycin 250 mg	Alkem
68.	Tab Azithromycin 500 mg	Alkem
69.	Tab Cefpodoxime 200 mg+Pot. Clavulanate 125 mg	Cadila
70.	Tab Clavam 375mg	Alkem
71.	TabCefixime 100 mg	Cadila
72.	Tab Cefixime 200 mg	Cadila/ Cipla

73.	Tab Cefpodoxime 200 mg	Cadila
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74.	Tab CetrizineHcl 10 mg	Alkem
75.	Tab Prustat 10mg	Alkem
76.	Tab Levocetizine Di-hydrochloride 5 mg	Alkem
77.	Tab LevocetizineHcl +Montilucast 10 mg	Alkem
78.	Tab Alday 10mg	SH Pharma
79.	Tab Trypsin and chymotrypsin	Cipla
80.	Tab chymocip AP	Cmax life science
81.	Tab Ciprofloxacin hydrochloride 500 mg.	Alkem
82.	Tab Ibuprofen 400 mg+Pcm 325 mg	Abbott
83.	Tab Nimusulide 100mg + Pcm 325 mg	Lupin
84.	Tab Paracetamol 500 mg	G S K
85.	Tab Metronidazole 200 mg	Alkem
86.	Tab Metronidazole 400 mg	Alkem
87.	Tab Fluconazole 150 mg	Cipla
88.	Tab Terbinafine 250 mg	ZydusCadila
89.	Cap Itraconazole 100 mg	InyusPharma
90.	Tab Limcee 500 mg	Abbott
91.	Tab Imufast	Lincoln
92.	Tab Norfloxacin 400 mg	Alkem
93.	Tab Cefixime 200 +Ofloxacin 200 mg	Laborate
94.	Tab Ofloxacin 200 mg	Zuventus
95.	Tab Pantoprazole 40 mg	Cadila
96.	Tab Rabiprazole 20 mg	EmcurePharma
97.	Tab Rabiprasole 20 mg + Domperidone 10 mg	Cadila
98.	Tab Pantaprazole 40 mg + Domperidone 10 mg	Alembic
99.	Tab Spasmodart	Jaggat Pharma
100.	Tab 02	Medley
101.	Tab Trypsin + Bromelin +Rutoside +Diclofenac Sod.	Dr. Morepan
102.	Tab Calcium carbonate 500mg+colecalfiferol 250 IU	Laborate
103.	Tab Paracetamol +PhenylaphrineHcl+Chlorpheniramine Maleate	Centaur
104.	Tab Ranitidine hcl 150 mg	Zyduscadila
105.	UngAcycyclovir 2 %	Cipla
106.	UngPovidone Iodine 15 gm	Cipla
107.	Povidone Solution 500 ml	Cipla/ Sarabhai
108.	UngClobetasol propionate 0.05%, Neomycin sulphate 0.05%, Miconazole 2%	H & H
109.	Ung Ketoconazole, Lodochlorhydroxyquinolone, Tolnaflata, Gentamycin, Clobeta propionate.	HelbredeOharma
110.	UngMupirocin 5 mg	Alkem
111.	UngSilvernitrate 0.2% 15 gm+ Ethyl alcohol 4 % 15 mg	Laborate
112.	UngTerbinafineHcl 15 mg	Cadila
113.	UngMiconazoleNitrate, Neomycinsulphate, Flucinoloneacetonide 15 mg	Alkem

114.	UngLuliconazole 1% 15 mg	B E Pharma
115.	Inj Pantoprazole 40 mg	Cipla

116.	Inj Ceftriaxone 1.125mg +Sulbactum 500 mg	Cipla
117.	Band Aid	J & J
118.	Soap Ketoconazole 75 gm	Alkem
119.	Soap Permethrin 1%, Glycerin 1 % 75 gm	Alkem
120.	UngSertaconazole nitrate 2%,Beclomethasone dipropionate 0.025 % 20 gm	Glenmark
121.	Lotion Ketoconazole 2 % 100 ml	Palson
122.	Absorbent Gauze 7.5 x7.5 cm	Ideal
123.	Scablab lotion 100 ml	Laborate
124.	Soap Sodium palmitate,Tocophenyleacetate,Vit E & Tea Tree Oil	Alkem
125.	Gauze than	Deluxe
126.	Tab Supradyn	Bayer
127.	Signoflam	Lupin Pharma