



Fax No. : 01596-242135, 242294

REGISTERED POST

PH No. 01596-244710

Tender No. 21/P-04/Disp/6-Pur/2014/T-06

Date: 06.05.2014

TENDER DOCUMENTS FOR LIMITED TENDER

M/s. _____

Sub: **Supply of Medicines.**

Dear Sirs,

The Director, CSIR-Central Electronics Engineering Research Institute , Pilani – 333 031, invites you to quote for the stores as per the **SCHEDULE OF REQUIREMENT/PROFORMA OF QUOTATION ON FIXED PRICE BASIS**. Sealed quotation must be submitted on the specified date & time. **THE QUOTATIONS RECEIVED THROUGH FAX/E-MAIL/TELEGRAM/TELEX in open condition will not be considered.**

Quotation duly completed in all respects must reach **THE STORES & PURCHASE OFFICER, CEERI, PILANI NOT LATER THAN 2.30 P.M. ON 04.06.2014 AND THE SAME WILL BE OPENED ON 04.06.2014 AT 3.30 PM.** The Due Date & Time and Opening Date & Time will not be extended at all.

YOU ARE ADVISED TO GO THROUGH THIS DOCUMENT CAREFULLY TO COMPLY WITH ALL THE REQUIREMENTS OF THIS DOCUMENT

Commercial bid. It must contain the following:

1. A letter on your letter head confirming your capacity to supply the stores as per our tender requirement
2. Our tender documents duly stamped and signed by your authorized signatory on all pages in token of acceptance of our tender specifications requirement and terms & conditions.
3. EMD in the form of Demand Draft (D.D.) **or** Bank Guarantee for ` **1,00,000=00** (` **One Lakh Only**) in favour of Director, CEERI, Pilani valid up to 6 months from the date of opening of tenders. The pro-forma for Bank Guarantee is enclosed.

4. Document in support of previous orders executed and list of valuable customers.
 - a) Quotation letter as per enclosed Performa.
 - b) Complete quotation with commercial terms & conditions along with charges of Packing, forwarding, Freight, Insurance, Taxes/duties and payment terms, delivery date etc. WHERE THERE IS NO MENTION OF THESE TERMS AND CONDITIONS SUCH QUOTATIONS SHALL BE REJECTED AS INCOMPLETE.
 - c) The quotes must signify the capacity in which the quotation has been signed, i.e. whether as a Sole proprietor, authorized Partner or as authorized signatory of a company.

TERMS AND CONDITIONS

1. **PRICE:** - (A) The prices should be **FOR CEERI, Pilani** inclusive of packing, forwarding, freight and insurance charges. In case of Ex-Works Prices, The Packing, Forwarding, Freight, Insurance charges must be clearly quoted in your quotation. No other charges than those mentioned in the quotation will be paid.

(B) **Excise Duty:** - We are exempted from the payment of Excise Duty under notification number 10/97. Hence E.D. if any, should be shown separately for which excise exemption certificate will be issued.

(C) **Sales Tax/VAT :-** The percentage of Sales tax as applicable should also be specified clearly in the quotation. However concessional Sales Tax is allowed by states to R&D units against concessional / Sales Tax Certificate which will be issued along with order. We are not eligible to issue Form 'C' or 'D'.

WHERE THERE IS NO MENTION OF THE ABOVE TERMS & CONDITIONS SUCH QUOTATIONS SHALL BE REJECTED AS INCOMPLETE.

2. **PACKING:** - The goods must be packed by standard packing material, failing which supplier will only be responsible for any damages / discrepancies to the consignment due to poor packing of goods.
3. **PERIOD OF DELIVERY:** - The medicines must be delivered within **30 days** from the date of firm order positively. However if this delivery period is not acceptable to you, please quote your fixed date of delivery.

(A) **Mode of Delivery:** - The mode of delivery may be specifically be quoted in your quotation which will be adopted by you for the supply of goods. The goods must be supplied at CEERI Central Store, Pilani.

4. **VALIDITY OF OFFER:** - The prices must be valid for a period of **Two months** from the date of opening of the quotation. No upward changes in prices will be acceptable in any condition after opening of tender.

5. **ALL THE VENDORS MUST ENCLOSE THE AUTHORIZATION LETTER OF QUOTED MEDICINES OF THEIR MANUFACTURERS ALONG WITH QUOTATION FAILING WHICH THEIR QUOTATION SHALL BE REJECTED.**

6. **THE EXPIRY DATE OF QUOTED MEDICINES ARE MINIMUM ONE(1) YEAR FROM THE DATE OF MEDICINES RECEIVED AT CSIR-CEERI, PILANI, CENTRAL STORE.**
7. **PAYMENTS:** - The payment will be made against bill only after supply of medicines in good conditions and as per order after acceptance by RMO of CSIR-CEERI, Pilani,
- No advance payment will be made to any supplier.**
8. **INSPECTION:** - The packages shall be opened in the presence of firm's representative and inspection of the medicines will be done by our officials/Doctor in the presence of firms representative at site. In case firms representative is not available, the inspection will be done by officials/Doctor. The discrepancies will be intimated to supplier accordingly. All short supplies will be arranged by supplier on FOR basis at site. In case of receipt of the material in, damaged or defective condition the supplier will have to arrange the replacement of goods free of cost pending the settlement of the insurance case wherever applicable.
9. **EMD:** - **EMD OF ` 1,00,000=00 (One Lakh Only) TOWARDS EARNEST MONEY ONLY IN THE FORM OF Demand Draft or BANK GUARANTEE valid for SIX MONTHS from the date of opening of the tender must be submitted along with the quotation otherwise quotation will not be considered.** The firms, if registered with DGS&D, NSIC, Public Undertakings, Central Autonomous Bodies and with the CSIR Labs./Instts. for supply of the same item for which the party is submitting the quotation, will be exempted from submission of EMD. These parties will have to submit registration certificate along with their quotations. EMD of the un-successful bidders shall be refunded at the earliest after finalizing the purchase of the concerned item. The parties must, therefore, submit a pre-receipted Receipt along with the quotation to enable us to refund their EMD. In case the tenderer is failed to accept our order or failed to execute our order the EMD will be forfeited. **BID(s) NOT ACCOMPANIED WITH AN EMD IS/ARE LIABLE TO BE REJECTED.**
10. **PENALTY:** - In case the delivery of goods is not made on or before the prescribed date of delivery by the supplier a penalty @ 0.5% per Week of order value will be charged to a maximum of 5% from the successful tenderer.
11. **DELETION OF NAMES OF DEFAULTING PARTIES:** - Names of parties backing out/defaulting after opening of tenders will be recommended for deletion from the list of suppliers in addition to forfeiture of EMD submitted by the party. Those firms have already been Black listed by CSIR / Govt. of India, need not apply / quote.
12. **UNSOLICITED QUOTATION/LATE QUOTATION:** - Unsolicited quotation / incomplete quotations / late or delayed tenders shall not be considered at all. Post tender revisions/corrections shall also render their tender liable for rejection. It is the responsibility of the bidder to ensure that the bid complete in all respect is received in CSIR-CEERI before the last date of receipt of tenders. CSIR-CEERI will not be responsible for the loss/delay in transit of any bid.
13. **FORCE MAJEURE**
Neither of the Parties hereto shall be liable for damage or have the right cancel for any delay or default in performing it's control including but not limited to Fire. Storm, Floods, Earthquakes, acts of God, government restrictions, continuing domestic or international problems (such as wars, rebellion, insurrections, strikes, riots, work stoppages, labour dispute) or delay as to ancillary materials, which affect the dates of fulfillment of any obligations as per the Purchase

Order. Such dates will be respectively postponed for the period of continuance of such force majeure circumstances and the other party can suspend the performance of its obligations correlated to the postponed obligation of the affected party.

The obligation thus postponed shall be resumed after the force majeure circumstances have ceased. At the beginning, during and at the pre-visible end of the force majeure circumstances the parties shall promptly consult with each other about appropriate counter measures to be taken.

If the performance of obligations of any party should be delayed more than six (06) months by reasons of force majeure circumstances mentioned above, the parties shall mutually consult about subsequent performance of obligations.

14. **CANCELLATION OF ORDER**

In the event of vendor's failure to execute the order as per terms and conditions mentioned therein, CSIR-CEERI reserves the right to cancel the Purchase Order without any obligation. The Bidder may also specify obligations if CSIR-CEERI decides to cancel the Purchase Order for reasons attributable to CSIR-CEERI.

15. **ARBITRATION:** - All disputes or differences arising under and out of, or in connection with the contract, if concluded, shall be referred to the sole arbitration by an arbitrator appointed under the provisions of Indian Arbitration Act.1940 by CSIR-CEERI. The same shall be binding on both the parties.

16. **ACCEPTANCE OF OFFER :-** The Director, CSIR-CEERI reserves the right to accept or reject any quotation / tender in part or full without assigning any reason thereof. No interim inquiries will be attended to.

17. **FALL CLAUSE:** The supplier shall certify that if the prices go downwards before execution of our order than the quoted prices, the benefit in this situation shall be allowed to CSIR-CEERI by the supplier. The supplier shall certify that the material shall not be supplied to anyone less than the contract price during the period of execution of CSIR-CEERI order.

NOTE:-

1. **PLEASE SUBMIT THE QUOTATION AS PER ENCLOSED PROFORMA ONLY.**
2. **AFTER SUBMISSION OF THE QUOTATION NO ANY AMENDMENT WILL BE ACCEPTED.**

STORES & PURCHASE OFFICER

MODEL BANK GUARANTEE FORMAT FOR FURNISHING BID SECURITY (EMD)

Whereas(hereinafter called the “tenders”)
has submitted their offer dated for the supply of
(hereinafter called the “tender”) against the Purchaser’s tender enquiry No.
..... KNOW ALL MEN by these presents that WE
.....of
.....having our registered office
at are bound
unto(hereinafter called the “Purchaser) in the sum of
for which payment will and truly to be made to the said Purchaser, the Bank binds
itself, its successors and assigns by these presents. Sealed with the Common Seal
of the said Bank thisday of20.....

THE CONDITIONS OF THIS OBLIGATION ARE :

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity :-
 - (a) If the tenderer fails to furnish the performance security for the due performance of the contract.
 - (b) Fails or refuses to accept/execute the contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the purchaser (CSIR/CEERI) having to substantiate its demand, provided that in its demand the purchaser will note that the amount claimed by it is due to it owing the occurrence of one or both the two conditions, specifying the occurred condition or conditions. This guarantee will remain in force up-to and including 45 days after t he period of tender validity and any demand in respect thereof should reach the bank not later than the above date.

Signature of the authorized officer of the bank

Name and designation of the officer

Seal, name and address of the Bank and address of the Branch.

PROFORMA FOR QUOTATION

From

M/s.

.....

.....

Quotation No.

Date

Sales Tax Regn. No.

Phone No.

Fax No.

E-mail

To,

The Director,
Central Electronics Engineering Research Institute,
Pilani (Rajasthan)

Ref: Your quotation inquiry letter No. dated

Dear Sir,

With reference to your above referred inquiry letter, we are submitting our quotation as under for the supply of material as requested by you. The quoted prices of Medicines are valid for 60 days.

S.No.	Description of Material	Qty.	Packing	MRP	Discounted Rate	Unit	Sales Tax	Total Amount	Expiry date of Medicine
	<u>TABLETS</u>								
1.	TAB TONACT 10 MG	10000							
2.	TAB PINOM A 40 MG	5000							
3.	TAB RAMISTAR 2.5 MG	4000							
4.	TAB RAMISTAR 5 MG	7000							
5.	TAB GLIMESTAR M2	20000							
6.	TAB GLIMESTAR M1	4000							
7.	TAB GLYKIND M	15000							
8.	TAB VOGLISTAR GM2	9000							
9.	TAB PIOKIND M 30	11000							
10.	TAB NOVASTAT 10 MG	10000							
11.	TAB STARPRESS XL 25 MG	2000							
12.	TAB STARPRESS XL 50 MG	2000							
13.	TAB STARPRESS XL 100 MG	2000							
14.	TAB NEBISTAR 5 MG	500							

15.	TAB ACUVIN	10000							
16.	TAB STORVAS 10 MG	10000							
17.	TAB CILAHEART 10 MG	13000							
18.	TAB ATEKIND 50 MG	11000							
19.	TAB GLUCONORM VG2	5000							
20.	TAB MOXOCARD 0.3 MG	6000							
21.	TAB TELISTA 40 MG	7000							
22.	TAB TELISTA 80 MG	8000							
23.	TAB TELISTA H 80 MG	2000							
24.	TAB GLUCOMIND	6000							
25.	TAB REZARA 10 MG	5000							
26.	TAB VOGLIMAC GM2	5000							
27.	TAB AMLOVAS AT	40000							
28.	TAB OMNITAN H	6000							
29.	TAB GABAMIN	10000							
30.	TAB THYROX 50 uG	30							
31.	TAB THYROX 100 uG	20							
32.	TAB GEMINOR 1 MG	2000							
33.	TAB GEMINOR 2 MG	2000							
34.	TAB ORCERIN GM	5000							
35.	TAB ETOSAID 120 MG	10000							
36.	TAB DIGENE	2000							
37.	TAB AVIL 25 MG	2000							
38.	TAB LIV 52 DS	20							
39.	TAB ALSAREX	30							
40.	TAB DELISPRIN 75 MG	30000							
41.	TAB UBINEXT LC	2000							
42.	TAB CADISPER C	500							
43.	TAB GLYCIGON 80 MG	4000							
44.	TAB DYTOR 5 MG	2000							
45.	TAB DYTOR 10 MG	1000							
46.	TAB DYTOR PLUS 10 MG	3000							
47.	TAB AMBULAX	3000							
48.	TAB IMOSEC M	200							
49.	TAB BAMBUDIL 10 MG	4000							
50.	TAB PERISET MD 4 MG	3000							
51.	TAB ZERODOL CR 200 MG	6000							
52.	TAB DOXCEF CV 200 MG	2500							
53.	TAB NIMORAZOL	6000							
54.	TAB LUPIFLEX 8 MG	5000							

55.	TAB ILABEST 10 MG	2000							
56.	TAB VERTIGON	4000							
57.	TAB ENZOHEAL	3000							
58.	TAB COVATIL CV 500 MG	1000							
59.	TAB FLEXURA D	10000							
60.	TAB ZEDOCEF AZ	2500							
61.	TAB AB PHYLLINE SR	5000							
62.	TAB IVEPRED 16 MG	2000							
63.	TAB WINOLAP	4000							
64.	TAB NUSAM 400 MG	1000							
65.	TAB COLVAC	7000							
66.	TAB TAXIM O CV	3000							
67.	TAB AZIFEM 500 MG	5000							
68.	TAB NOZEE	14000							
69.	TAB MOXIMAC 400 MG	2000							
70.	TAB MONTEMAC FX	1000							
71.	TAB LONAZEP 1 MG	5000							
72.	TAB LONAZEP 2 MG	4000							
73.	TAB TRAJENTA 5 MG	4000							
74.	TAB SANOFLAM	20000							
75.	TAB NT PLUX	10000							
76.	TAB SIMZOX	4000							
77.	TAB IROPACT XT	12000							
78.	TAB ASAQUICK FORTE	7000							
79.	TAB FROXYL O	3000							
80.	TAB CALOXY PLUS	3000							
81.	TAB ASMAKAST	3000							
82.	TAB DR SPAS	7500							
83.	TAB ATIVAN 2 MG	1000							
84.	TAB ZECIKO PLUS	10000							
85.	TAB KOXIME O PLUS	3000							
86.	TAB STENSIL MR	10000							
87.	TAB ZEFPOX 200	3000							
88.	TAB ZOCON 150 MG	300							
	<u>CAPSULES</u>								
1.	CAP HARTY	5000							
2.	CAP RABEMAC DSR	10000							
3.	CAP RECOVIT NP	10000							
4.	CAP MACZEAL	10000							
5.	CAP BIO D3 PLUS	17000							

6.	CAP ZERODOL TH OD 16 MG	1000							
7.	CAP TAMLOCEPT D	6000							
8.	CAP ENTROFLORA	2500							
9.	CAP PANTOCID L	5000							
10.	CAP CEFTRINE	3000							
11.	CAP SMUTH	1500							
12.	CAP STAMP DSR	13000							
13.	CAP ASARAB DSR	10000							
14.	CAP GLEES	10000							
15.	CAP RABISKO DSR	10000							
16.	CAP HB ACE	2000							
	<u>SYRUPS</u>								
1.	SYP RANTAC MPS-LA	700							
2.	SYP ANAFORTAN	30							
3.	SYP NIZONIDE O	50							
4.	SYP CYPON	150							
5.	SYP RESPIRA D 100 ML	3000							
6.	SYP POLYCLAV BD 30 ML	30							
7.	SYP POLYCLAV DS 30 ML	70							
8.	SYP ZITHROX XL 100 MG 30 ML	30							
9.	SYP ZITHROX XL 200 MG 30 ML	70							
10.	SYP MACFAST 250 MG	50							
11.	SYP UROFIT 300 ML	100							
12.	SYP LACTIHEP 200 ML	250							
13.	SYP HAEMGROW	100							
14.	SYP FEBREX PLUS	100							
15.	SYP FEBREX PLUS DS	150							
16.	SYP APTIVATE 450 ML	150							
17.	SYP LCF TUSS 100 ML	500							
18.	SYP SMUTH	75							
19.	SYP TOSSEX 100 ML	700							
20.	SYP BANCOF	300							
21.	SYP PHENSEDYL 100 ML	500							
	<u>INHALERS/DPI</u>								
1.	AEROCORT INHALER	30							
2.	LEVOLIN INHALER	10							
3.	AEROTROP F MYCAPS	300							
4.	FLUTICORT F MYCAPS	150							
5.	FLUTROL 500 MYCAPS	100							
6.	SALBAIR I TRANSCAPS	100							

7.	SALBAIR B FORTE TRANSCAPS	200							
8.	SALBAIR TRANSCAPS	30							
	<u>POWDERS</u>								
1.	FIBRIL XL	300							
2.	MACPROT CHOCO	200							
3.	ELECTRAL 21.8 G	200							
4.	ZOCON POWDER	50							
	<u>EYE/EAR/NOSE</u>								
1.	OTRIVIN ADULT NASAL SPRAY	50							
2.	OTRIVIN PAEDIATRIC NASAL SPRAY	30							
3.	OTRIVIN SALINE NASAL SPRAY	50							
4.	ITONE E/D	500							
5.	OINT OCUPOL D	50							
6.	MAHAFLOX KT E/D	70							
7.	NEFACOOOL E/D	70							
8.	TOBASTAR F E/D	70							
9.	OTICHEK E/D	50							
10.	OTOREX E/D	50							
11.	NAZOMAC AF NASAL SPRAY	30							
	<u>FOR LOCAL APPLICATION</u>								
1.	DIPROVATE PLUS LOTION	50							
2.	OINT BACTROBAN	200							
3.	OINT BETNOVATE N	500							
4.	OINT NEOSPORIN SKIN	50							
5.	TOPIFORT NX LOTION	100							
6.	METROGYL DG GEL	50							
7.	D SIGNOFLAM TRANSGEL	1000							
8.	OINT WIDERM	300							
9.	MYOLAXIN D SPRAY	400							
10.	DOLOGEL CT	100							
11.	STOLIN GUM ASTRINGENT	50							
12.	OINT CLOSTAR S (RF) 30 G	200							
13.	OINT PANDERM	200							
14.	VOLITRA GEL	300							
15.	TOPDAN LOTION	70							
16.	OINT SMUTH	150							
17.	MEGAHEAL GEL 15 G	300							
18.	SERRINAC GEL	1200							
19.	ROMACIN OIL	250							
20.	ZENTY GEL	1000							

	<u>INJECTIONS</u>								
1.	INJ FERINJECT 10 ML	20							
2.	INJ DROTIN	10							
3.	INJ BUSCOPAN	10							
4.	INJ MYORIL	20							
5.	INJ RR GESIC	20							
6.	INJ ZESTABOLIN 50 MG	30							
7.	INJ PANTOCID	15							
8.	INJ HUMALOG MIX 25	150							
	<u>MISCELLANEOUS</u>								
1.	DUOLIN RESPULES	30							
2.	LEVOLIN 1.25 MG RESPULES	30							
3.	BUDECORT 1 MG RESPULES	30							
4.	SOLVIN VAPOCAPS	500							
5.	ELASTOCREPE BANDAGE 10 CM	100							
6.	KOFLET H LOZENGES	5000							
7.	VANTEJ 100 G	100							
8.	CLOHEX PLUS 150 ML	400							
9.	MACHALER	100							

Authorized Signatory

For M/s.