



**“TENDER DOCUMENT FOR SUPPLY OF MEDICINES,
SURGICAL ITEMS, LABORATORY CHEMICALS TO POWER
HOSPITAL, OPTCL”**

**ODISHA POWER TRANSMISSION CORPORATION LIMITED
(A Government of Odisha Undertaking)
Regd Office: Janpath: Bhubaneswar-751022
Telephone :(0674) 2540051(EPABX) Fax (0674)-2545664
Website: www.optcl.co.in**

ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଟି.



ODISHA POWER TRANSMISSION CORPORATION LTD.

(A Government of Odisha Undertaking)

CIN – U40102OR2004SGC007553

Regd. Office: JANPATH, BHUBANESWAR – 751022,

Phone: (0674) 2540051 (EPABX), Fax: (0674) 2542981

Website: www.optcl.co.in

No.AW-E&M-MED-363/2010 (TENDER) (Part.I)/ 9012

Date- 06.05.2020

NOTICE INVITING TENDER

Odisha Power Transmission Corporation Limited (OPTCL) invites sealed tenders under two part bidding system from the Authorised Wholesalers/Distributors for supply of Medicines, Surgical items, Laboratory chemicals for Power Hospital, OPTCL, Bhoinagar, Bhubaneswar for a period of two years.

Complete set of bidding documents are available in OPTCL's official website <http://www.optcl.co.in> from 07.05.2020 (10.00 AM) up-to 30.05.2020 (05.00 PM). Interested Suppliers/Firms may visit OPTCL website for detail specification.

The last date of submission bid is 30.05.2020 (05.00 PM).

N.B:-All subsequent addendums / corrigendum to the tender shall be hosted in the OPTCL's official website <http://www.optcl.co.in> only.

S/d

Sr. GM [HRD] GEN. ADMIN.

IMPORTANT INFORMATION

Particulars	Date
Notice inviting Tender to be uploaded on website	Tender document can be downloaded from the OPTCL website www.optcl.co.in from 07.05.2020 (10.00 AM)
Last date & time of closing & receipt of tender	30.05.2020 (5.00PM)
Date, Time and Place of Opening the Tender (Technical Bid)	Will be notify later on OPTCL official website
Validity of Tender	The validity of the tender must be for a period of 180 (one hundred eighty) days from the due date of opening of tender.
Estimated cost	Rs. 05 Lac
Earnest money deposit (EMD)	Rs. 5,000/-
Cost of Tender Document	Rs.4000/- plus GST @ 12% (Non-refundable)
Period of contract	02 Years
Performance Security Deposit	10% of contract value

SECTION-I

SCOPE OF SUPPLIES – For supply of (i) Medicine, (ii) Surgical Items, (iii) Laboratory Chemicals to Power Hospital, OPTCL, Bhoinagar, Bhubaneswar as per the specification, Terms & Conditions mention below for two years in phased manners.

TERMS AND CONDITIONS:-

- 1.1 Sealed tenders (bid) should be sent through Speed Post/Registered Post/ Courier or can drop in the tender box kept in General Admn. Branch so as to reach Office of Sr. General Manager (HRD) General Admn. on or before 30.05.2020 (05.00 PM) through Courier/Speed Post/ Regd. Post only or can drop in the tender box kept in General Admn. Branch from Wholesalers / Distributors only. Any tender received after the due date & time will be out rightly rejected.
- 1.2 The proposal complete in all respect as specified must be accompanied with a Non- refundable amount **Rs. 4000/- plus GST @ 12%** towards **Bid Processing Fee** and **EMD of Rs. 5,000/-** in form of **Demand Draft** in favour of **“DDO OPTCL Hqrs. Office”**, payable at **Bhubaneswar** drawn in any scheduled commercial bank, failing which the bid will be out rightly rejected.
- 1.3 The OPTCL will not be responsible for any postal delay. Bids without bid processing fee and EMD shall be rejected. Bids submitted after due date will be summarily rejected. EMD of unsuccessful bidders will be returned without interest after the award of Contract.
- 1.4 The bid has been invited under two bid systems i.e Technical Bid and Financial Bid. The bidders are advised to submit two separate envelopes super scribing **“Technical Bid”** (to supply Medicine, Surgical Items, Laboratory Chemicals to Power Hospital, OPTCL, Bhoinagar, Bhubaneswar) and **“Financial Bid”** (to supply Medicine, Surgical Items, Laboratory Chemicals to Power Hospital, OPTCL, Bhoinagar, Bhubaneswar). Both sealed envelopes must be kept in a third sealed envelope super-scribing **“Bid Document- (to supply Medicine, Surgical Items, Laboratory Chemicals to Power Hospital, OPTCL, Bhoinagar, Bhubaneswar)**
- 1.5 Selected bidder will have to deposit a Performance Security (**10% of the contract value**) in the form of Bank Guarantee from any scheduled Bank situated within Odisha in favour of **“DDO OPTCL Hqrs. Office”**, payable at **Bhubaneswar** as per the prescribed format provided in the tender document at **Annexure-V** for a period of three months beyond the contract period. (i.e. Performance Bank Guarantee must be valid from the date of effectiveness of the contract to a period of three months beyond the contract period) as its commitment to perform services under the contract. Failure to comply with the requirements shall constitute sufficient grounds for forfeiture of the Performance Bank Guarantee. The Performance Bank Guarantee shall be released immediately after three months of expiry of the contract provided that there is no breach of contract on the part of the qualified bidder. No interest shall be paid on the Performance Bank Guarantee. In case, the contract is further extended beyond the initial contract period, the Bank Guarantee will have to be accordingly renewed by the Supplier/Firms as per the existing terms and conditions of the tender.

- 1.6 Any deviation from the prescribed procedures / required information / formats/ conditions shall result in out-right rejection of the bid. Any conditional bid shall be out- rightly rejected.
- 1.7 All entries along with the pages in the bid document should be legible, filled-in clearly and signed by the authorized representative. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory should be attached.
- 1.8 The date of opening of technical Bid will be notify later. The authorised representatives of the bidder who wish to be present on the spot at that time can present.
- 1.9 Opening Financial bid of the technically qualified bidders shall be intimated by OPTCL through mail/phone to the bidders.
- 1.10 The EMD shall be forfeited if the successful bidder fails to undertake the work or fails to comply with any of the terms and conditions of the bid.
- 1.11 The bid shall be valid for a period of **180 days** from the date of opening of the bids and no request for any variation in quoted rates and/withdrawal of bids on any ground by the bidder shall not be entertained. Validity of the bids can be extended on mutual consent.
- 1.12 The bidder having the lowest evaluated financial bid (L-1) would be considered for award of the contract subject to fulfilment of the terms and conditions of the bid documents. In case, the lowest bidder (L-1) is disqualified after selection for any reason, then negotiations will be made with the second lowest (L-2) bidder for award of contract at L-1 price. However, the decision of the authority shall be final during the overall selection process.
The OPTCL reserves the right to reject any or all bids and terminate the tender process without assigning any reason thereof.
- 1.13 No tender documents can be accepted after the expiry of scheduled date and time for receipt of bids.
- 1.14 The details of medicines & other consumables with specification are mentioned at **Annexure – I**.
- 1.15 Rate should be quoted in Indian Currency (with paisa in two decimals only), against each item as the payments will be made in Indian currencies only. The tenderer shall not quote the rate for any item other than the item specified in the list.
- 1.16 The Tax (GST) will be claimed as per the guidelines given by the Finance Dept., Govt. of India / Odisha from time to time.
- 1.17 Each page of the bid document shall be duly numbered, signed and self-attested by the bidder. **Bids without signature and stamp of bidder will be rejected.**

SECTION-II

A. ELIGIBILITY CRITERIA

Wholesalers / distributors are eligible to participate in the tender provided, they have:

- (i) Valid Wholesale / Distributor License from the concerned Authority in case of wholesales / distributors. Valid means valid till the date of opening of (Technical Bid).
- (ii) Proof of supply to any Govt. hospital / PSU hospital / Corporate Sector hospital along with satisfactory performance report from the purchaser.
- (iii) Valid up-to-date GST & I.T clearance / payment certificate.
- (iv) **Annual turnover:** Bidder shall have annual Turnover of Rs.15 lakhs or more in each year in last three preceding years in case of bidders. Bidder shall be registered under GST.
- (v) Bidders are requested not to quote products of those manufacturing unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization.

B. Documents to be submitted with the Technical Bid :-

1. Tender processing fee of Rs. 4000/- Plus GST @ 12%
2. Earnest Money Deposit (EMD) of Rs. 5,000/-
3. Copy of -
 - a. Valid Wholesale / Distributor License from the Competent Authority.
 - b. Copy of PAN Card & GST registration certificate of bidder
 - c. Copy of latest I.T Return & GST payment receipt of bidder
 - d. List of items quoted (**Annexure – I**)
 - e. Price Bid in hard copy **signed & sealed** in each page properly of the quoted price.
 - f. Details name, address, telephone no., Fax, e-mail of the bidder / contact person.
 - g. Declaration as per format **Annexure-III**.
 - h. Annual Turnover of the bidder (when the bidder is manufacturer) as per format Annexure – III along with supporting documents from chartered Accountant.
 - i. All pages shall be duly signed and sealed by the bidder.

C. PRICE BID

- 1 The tender format giving the quoted rate for medicines and consumables should be submitted in separate sealed cover **(Price Bid)**.
- 2 The price bid in duplicate in the prescribed form (as per Annexure – II), both hard copy and soft copy must be submitted in the bid. The price of the items should be quoted inclusive of insurance, packing, forwarding, freight (door delivery) but exclusive of **GST if any**. The rate should be quoted for each item both in figures and words. **In case of difference in words and figures, words will be taken into consideration for evaluation.**
- 3 Alternative bid for any item is not acceptable and the item for which multiple bids/ rates quoted by the bidder will not be taken into consideration for evaluation.
- 4 The quoted rates should be final and shall not be subject to any escalation during the validity of the tender or period of validity.
- 5 The tenderer should submit/furnish a certificate in the tender to the effect that the price quoted by them is not more than the open market price. However, in circumstances when the price decreases during the contract period, the approved supplier should ethically intimate the same to the purchasing authority.

D. Rejection of the tender:

The tender paper will be rejected, if any of the following documents are wanting /not found with the tender bid:

- (i) Non submission of relevant documents as mentioned above
- (ii) Sealed Price bid(s) / quoted rate with signature and seal.

E. Evaluation:

1. Tenders will be evaluated as per the requirement of the bid and the price bid will be opened only for the bidders who qualified in the technical bid.
2. The cost of the unit item excluding Taxes / GST will be evaluated.

F. Supply & Delivery:

1. Supply shall be completed within **15 days** from the date of issue of purchase order or as mentioned in the purchase order.

2. The medicines & medical consumables supplied against any purchase order shall have a minimum 01 year life span from the date of supply.
3. F.O.R Delivery shall be made at Power Hospital, OPTCL, Bhubaneswar.
4. Nil-supply / unwilling to supply the ordered quantity will lead to forfeiture of EMD / performance security deposited by the supplier.
5. In case the L1 bidder fails to supply the items within the stipulated time period, the purchaser reserves the right to purchase the said item from any eligible bidder at L1 approved rate.

G. Payment:

1. 100 % payment shall be made after submission of stock entry certificate(s) from the Medical Officer, Power Hospital, OPTCL. Under no circumstances the supply should be interrupted as regards to payment.

H. Penalties:

1. If any product after use found to be **“Not of Satisfactory Quality”/Not as per the parameter/ gives adverse reaction upon consumption**”, such item will be declared as “Not of Satisfactory Quality” on the basis of the report by Medical Officer, Power Hospital, OPTCL. The said product shall be freezed. The supplier has to replace fresh stock as per the purchased quantity and take back the freezed stock. In case the supplier fails to replace the stocks, the performance security will be forfeited. No further purchase order will be placed to the firm/ supplier for the item(s) and the firm / supplier will be blacklisted/debarred from participating in any tender (for that item) floated in future for three years.

I. General Conditions:

1. The tender documents should be clearly written / typed without any correction, interpolations and overwriting. Each page of the tender should bear the dated signature of the tenderer.
2. All copies of the tender document should be self-attested. If any information or documents furnished by the tenderer found to be misleading/incorrect at any stage, their tender will not be accepted.

3. The approved rate and supplier will be valid for **one year** from the date of approval or till approval of the next tender whichever is later.
4. If the last date of submission of bid being declared as a holiday for the purchaser's office, the due date of submission of bids and opening of bids will be the following working date & time.
5. The quantum of procurement will be made on requirement basis.
6. The OPTCL reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.
7. All legal disputes, if any relating to purchase etc. are subject to jurisdiction in the courts of law situated at Bhubaneswar, Odisha or High Court of Odisha.

S/d

Sr. GM (HRD) Gen. Admn.

LIST OF ITEMS AND TECHNICAL SPECIFICATION

Sl. No.	Name of the items	Quantity
1	Tb.Chlorthalidone6.25+Telmisartan 40/(CTD-T 6.25/40) /Telma-CT 40/6.25)	3000
2	Tb. Chlorthalidone6.25+Losartan 50/CTDL 6.25/50	300
3	Tb. Thyroxin 50 (Eltroxin50)	6000
4	Tb. Metformin(500) SR (Glycomet SR 500)	10000
5	Tb. Azithromycin500/ Azithral 500	1200
6	Tb.Aceclofenac 200mg+ Rabeprazole (ACE PROXYVON-CR)	1000
7	Tb.Norethindrone 5mg (Registrone 5)	300
8	Tb. DEC+ Cetrizine (Decet-BD)	2000
9	Tb. Sorbitrate 10	50
10	Tb. Tranexamic Acid 500 (Trenaxa 500)	300
11	Cap. Calciguard10 (sublingual)	10
12	Tb. Fluconazole 200	500
13	Oraflora LA Gel	20 Units
14	Oint.Surfaz SN	150 Tubes
15	ORS(Adult)	400Units
16	Tb. Sporolac DS	4000
17	Inj. Diclofenac (aq.base/1ml/75mg)(Dynapar AQ)	60 Amps.
18	Inj. Mikacin 500	40 vials
19	Inj. T. Toxoid	100 Amps.
20	Inj. Ranitidine	10 Amps.
21	Inj. Zofer	10 Amps.
22	Inj. Phenergan	10 Amps.
23	Inj. Perinorm	10 Amps.

Lab Chemicals :-

Sl. No.	Name of the Items	Quantity
1	Glucose Sera 3*1 (Coral Clinical System)	50Pkts
2	Leishman s Stain (Ranbaxy)	10 Bottles
3	Rectified Spirit 500ml	20 Bottles
4	Disposable syringe2 ml (Emerald BD) (100Units/pkt)	50pkts
5	Dispovan syringe5 ml (Emerald BD) (100Units/pkt)	2 pkts
6	Dispovan syringe10 ml (Emerald BD) (50Units/pkt)	2 pkts
7	Sodium Citrate 3.8% (500ml)	3 Bottles
8	Fouchet's Reagent	2 Bottles

9	Sulphur Powder (500 gm)	1Bottle
10	Blood Grouping Sera (1*50ml each A,B,D)(Eryclean)	5 Units each
11	Uristicks	20 Pkts
12	N/10 HCL (500ml)	5 Bottles
13	Microtips(Small) (0-100µl)(1000Units/Pkt) (Tarson)	20 Pkts
14	Micro slide (Blue Star)	25 Pkts
15	Cover Slip (Blue Star)	20 Pkts
16	Disposable Needle(24G)(100Units/pkt)	2 pkts
17	Disposable Needle(26G)(100Units/pkt)	10Pkts
18	Cubet (Plastic)	10 pkts
19	Lancet	60 Pkts
20	Torniquet	6 Units
21	Sticker Bandaid (Medistrip)	5 pkts

Other Consumables :-

Sl. No.	Name of the Items	Quantity
1	Bandage	20 thans
2	Cotton (500GM)	15 Rolls
3	Oint. Povidone Iodine	6 Jars(250gm)
4	Betadine Lotion 5%	10Bottles(500ml)
5	Micropore(Ramsons)1"	100 Rolls
6	Oint. Silver Sulphadiazine (250mg)	2 Jars
7	ECG Gelly	15 Bottles
8	ECG Paper (6208 View)	25 Rolls
9	Tissue Paper	20 Pkts

Instruments:-

Sl. No.	Name of the Items	Quantity
1	Stitch Cutter	2
2	Needle Holder 6"	2
3	Scissors(Blunt) 6"	2
4	Needle Cutter(Manual)	1
5	Needle Cutter(Electrical)	1
6	ECG Lead Balloons	10 Pieces
7	BP Instruments(Mercury) (Dr. Morepen/ Elkometer)	2 Units
8	Stethoscope	1 Unit

N.B:

1. In case there is any error in specification, the bidders are requested to correct the specification and quote accordingly.

ANNEXURE – II

Price Bid

SI No	Name of the Item	Specification / Unit	Name of the manufacturer	Mfg. license No. & validity	EACH RATE (Tablet / Capsule / vial / ampoule / bottle / inhaler / Number/Consumables/Surgical items etc)	GST @ %
1						
2						

Signature/ Seal

DECLARATION FORM

(in Rs. 10/- stamp paper)

I / We _____ having
My / our _____ office at

_____do declare that I / We have carefully
read all the terms & conditions of tender of the _____, Odisha for the
supply of medicines & medical consumables. I will abide with all the terms & conditions set forth in the
tender paper Reference no. _____.

I/We do hereby declare I/We have not been de-recognised / black listed by any State Govt. /
Union Territory / Govt. of India / Govt. organisation / Govt. Health Institutions for supply of Not of
Standard Quality (NSQ) items / part-supply / non-supply.

**I/We do hereby declare that the rates quoted by me/us are neither more than the Maximum
Retail Price.**

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or
Security Deposit and blacklist me/us for a period of 3 years if, any information furnished by us proved
to be false at the time of inspection / verification and not complying with the Tender terms &
conditions.

I / We further declare that I / We possess valid Manufacturing License / Drug License bearing No.
_____ Valid upto _____. I / We
_____do hereby declare that I / we will supply the _____ as
per the terms, conditions & specifications of the tender document. I / we further declare that my / our
EMD and or Security Deposit will be forfeited if I / we fail to supply any drug after getting order from the
purchaser. I / we further declare that we will supply the ordered items manufactured only by the
manufacturers as mentioned in the bid document.

Signature of the bidder :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary
Public.

ANNUAL TURN OVER STATEMENT

The Annual Turnover of M/s_____ who is a wholesaler / distributor / manufacturer for the last three years are given below and certified that the statement is true and correct.

<i>Sl.No.</i>	<i>Year</i>	<i>Turnover in Lakhs Rupees</i>
1.	2017 – 2018	-
2.	2018 – 2019	-
3.	2019 – 2020	-

Date:

Signature of Auditor/

Place:

Chartered
Accountant (Name
in Capital)
Registration No.

Seal

NB:

1. This certificate should be supported by figures in P/L Account & Income Tax Return.
2. Distributor has to submit own as well as turnover of the principal manufacturer whose products they are quoting

PERFORMANCE BANK GUARANTEE FORMAT

To,

Odisha Power Transmission Corporation Ltd.
Janpath, Bhubaneswar-751022

WHEREAS__ (Name and address of the Supplier/Firm) (hereinafter called "the Supplier/Firm) has undertaken, in pursuance of Contract No..... Datedto undertake the service (for supply of medicines & other consumables) (herein after called the contract.)

AND WHEREAS it has been stipulated by _____ (OPTCL) in the said contract that the Supplier/Firm shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the Supplier/Firm such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Supplier/Firm up to a total of _____ (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Supplier/Firm to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Supplier/Firm before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the Supplier/Firm shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the ___ day of _____ year. Our branch at _____ (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our _____ branch a written claim or demand and received by us at our _____ branch on or before Dt _____ otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....
(Signature of the authorized officer of the Bank)

.....
..... **Name and
designation of the officer**

.....
..... **Seal, name &
address of the Bank & Branch**

CHECK LIST

Sl. No.	Details of the bidder		
1	Name of the Bidder		
2	Bidder Type (Please Tick)	Manufacturer	Other (Wholesaler / Distributor/Other)
3	Address with Phone No. & email ID		
4	Contact Person:		
5	Mobile No. / Landline No.		
6	Email ID		

DOCUMENTS SUBMITTED

Sl. No.	Document details	Submitted (Yes/No)	If Yes Page No.	Remarks if any
1	Tender Processing Fees details: DD No.: Date: Amount			
2	EMD Details: DD No.: Date: Amount			
3	Valid drug license from Concerned Authority: (Wholesaler/ distributor etc.)			
4	Annual Turnover statement: (Provide supporting documents like Profit & Loss Account, I.T Return Certificate)			
5	Proof of supply (except those bidders who are at present supplying to Capital Hospital, Bhubaneswar)			
6	Copy of PAN card			
7	Copy of GST registration certificate			
8	Copy of I.T return / Tax clearance certificate:			

N.B: Bidder has to sign and seal each page with sequentially numbered (both bids).