



BHARAT HEAVY ELECTRICALS LIMITED
(A Govt. of India Undertaking)
ELECTRICAL MACHINE REPAIR PLANT
Plot No. D-1, Cross Road 'C', Road No.16, MIDC, Andheri (East), MUMBAI – 400 093
[t2835 8706 Fax No. 022-28231161/28364587], vphoro@bhel.in; hr.emrp@bhel.in

NOTICE INVITING TENDER

NIT No. BHEL/EMRP/HR/MEDICINE/21-22/

BHEL, EMRP, Mumbai invites sealed tender in Two Part viz Part A "Techno-Commercial Bid" and Part B "Price Bid" from experienced and competent bidders who fulfill the qualifying criteria contained in the tender documents:

Name of work	supply of medicines to BHEL beneficiaries in Mumbai Metropolitan Region on credit basis
Due date & time of bid submission	On or before 08.01.2022 up to 1430 Hrs
Due date & time of bid opening	08.01.2022, 1500 Hrs onward

1. Tender can be down loaded from our website www.bhel.com
2. All subsequent corrigendum/amendment shall be hosted only on website. Hence, bidders are advised to always be in touch with our said website until the tender is finally opened.
3. For detail, refer tender documents.
4. The penalty if any shall be as per clause no. 5.6 of the NIT document.
5. The offers of the bidders who are on the banned list shall be rejected. The list of banned firms is available on BHEL website www.bhel.com.
6. MSME/NSIC registered vendor can avail the indented benefits only if they submit proper documents (registration certificate) with due validity as on date of opening of tender.
7. The bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultants/service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as it comes to their notice.

Deputy Manager (HR&IT)
Phone no.: 022- 2835 8706

BHARAT HEAVY ELECTRICALS LIMITED, ELECTRICAL MACHINES REPAIR PLANT (BHEL, EMRP) having its Factory and Administrative Block in Plot D-1, MIDC, Andheri (E) Mumbai invites sealed tender in Two Part viz Part A "Techno-Commercial Bid" and Part B "Price Bid" from experienced and competent bidders for entering into a Rate Contract for "supply of medicines to BHEL beneficiaries in Mumbai Metropolitan Region on Credit basis" upto 31.03.2022.

1 SCOPE OF WORK

1. Scope of work include Supply / dispensation of allopathic medicines (tablets, capsules, ointments, injections, syrups, intravenous fluids and such medical items and other medical disposables) in such quantities and specifications, as prescribed by Company Medical Officer/Panel Doctor/PTMO to BHEL Beneficiaries in MMR.
2. Contractor has to do the said job through home delivery or over the counter through their outlets on credit basis
3. All medicines will be supplied at the discounted rate on the Printed MRP of each and every medicine supplied.
4. The Contractor will have to maintain sufficient stock of the standard quality of medicines at all times to avoid inconvenience to BHEL beneficiaries.
5. In case of failure or refusal to supply the medicines, the contract is liable to be cancelled at his risk and cost. Any extra cost involved in arranging supply from alternative source will be recovered from contractor.
6. Whenever the quantity / size of a bottled liquid drug is not specified in the prescription; in all such cases, a pack of smallest size of the said brand should only be supplied.
7. The pharmacy will indicate medicine name as per prescription, batch number, name of manufacturer, date of expiry of Medicines, Quantity supplied in the invoice/ bill at the time of supply.
8. Medicine prescribed should be supplied without any substitute. Some medicines prescribed for a month may be issued. In any case medicines may not be issued for more than a month, unless expressly stated in the prescription.
9. It is contractor's responsibility to arrange the required manpower for distribution and dispensation of Medicine to BHEL beneficiaries
10. The dispensation of medicines is to be made on the same day of receipt of the prescription slip shall
11. The prescription will be from Part Time Medical officer (PTMO)/ Empanelled doctor of BHEL or Doctor authorized by BHEL
12. When medicines are not available with the supplier for dispensing, same will be arranged by contractor from the market and will be supplied to BHEL beneficiaries within 2 days of receipt of prescription.
13. Medicines are required to be supplied in original packing of manufacturer and in approximately nearest to the total quantity as prescribed.
14. Record to be maintained - The Contractor has to indicate, medicine name, batch number and name of manufacturer, expiry date in the indents at the time of supply. Medicine prescribed should be supplied without any substitute.
15. Quality & Quantity of medicine and repercussions on its non-maintenance: In case it is found that any particular medicine supplied is substandard or spurious or beyond the expiry period, the Contractor is liable to be put on HOID/Banned besides any other appropriate legal action as admissible under the law.
16. The Contractor shall ensure that the medicines supplied are of the best quality and in accordance with the law and if the medicine is found that they are not as per the description, the same can be rejected. In case of rejection, such medicine, it may be replaced forthwith failing which the contractor will be deemed to have committed a breach of contract and be liable to pay such damage as may arise by reason of breach of the conditions.
17. In case it is found that supplied medicines has expired or is spurious, empaneled e-pharmacy chain will be liable to replace the same to concerned beneficiary within 5 days' period at no extra cost or refund the amount. In case of no replacement/refund and complaints (more than 10% of total order during the said contract period) from concerned to BHEL, then empaneled agency will be given warning to improve. However, after warning the empaneled e-pharmacy chain fails to improve then BHEL may debarred/ban/blacklist the empaneled e-pharmacy chain on Pan India basis besides other legal action that may be initiated against them as per law. The due procedure prescribed in the Policy on Suspension of Business dealings and banning of Business (www.bhel.com) shall be followed. In case the ordered medicines are not available with the bidder, then beneficiary will be entitled to cancel the order.

2 PRE-QUALIFICATION CRITERIA

1. The bidder should have the experience of Similar order executed/executing during last 05 years for Central Govt. / State Govt. / PSU / Hospital / Public Limited Company / Autonomous Body / Private Limited Company / Other reputed private companies or institutions.
 1. Three jobs each valuing not less than an amount equal to Rs.2.0 Lacs. **OR**
 2. Two jobs each valuing not less than an amount equal to Rs. 2.5 Lacs. **OR**
 3. One job valuing not less than an amount equal to Rs. 4.0 Lacs.



2. The bidder should have an average annual financial turnover of Rs. 1.5 Lacs during last three financial years ending 31.03.2020 i.e. average of financial year 2017-18, 2018-19 and 2019-20.

Note:

1. Above mentioned criteria should be met by the bidder himself OR his principals and not by any associate bidder.
2. Necessary documents like Work Orders with satisfactory completion certificates and Audited Balance Sheet with P/L Account etc. duly certified by chartered accountant as may be applicable are required to be submitted in fulfillment of above criteria.

3 PROCEDURE FOR SUBMISSION OF BIDS.

Vendors shall submit their sealed offers in Two Part Bid system i.e. Part "A" Techno –Commercial Bid and Part "B" Price Bid. The Techno-Commercial Bid Part "A" and the Price Bid (Part "B") shall be kept in separate Envelops. Both these envelop duly sealed and marked with envelop no., NIT No. with due date and subject should be kept in a large cover by marking as Envelop 3 with all aforesaid details on top of the cover.

On opening of this large cover of the bidder, the techno-commercial bid (Part "A") shall be opened on due date.

The Bid is required to be submitted in tender box at BHEL EMRP, Plot No. D-1, MIDC, ANDHERI (E), MUMBAI 400093 on or before due date and time.

Part "A" Techno-Commercial Bid:

The following documents duly signed and stamped are to be submitted along with Techno- commercial bid –

1. No deviation certificate on bidder's letter head as per Annexure – "A"
2. Certificate for Over Writing / Erasures / Corrections on bidder's letter head as per Annexure – "B".
3. Declaration as per Annexure – "C"
4. Information of Bank Account as per Annexure – "D"
5. Duly filled checklist as per Annexure – "E"
6. UN-PRICE BID i.e. Annexure-"F" (Marked as "quoted" without any price)
7. An attested copy of the Power of Attorney, in case an individual other than the sole Proprietor / Director / Partner signs the tender.
8. Copy of PAN Number
9. Copy of GST Registration Certificate.
10. Documents in support of type of firm.

Part "B" Price Bid:

Bidder shall submit price bid in a separate sealed cover duly filled in as per Price Schedule (Annexure F) enclosed with the NIT.

4 GENERAL TERMS AND CONDITIONS

1. BHEL reserves the right to accept or reject any of the bid / all the bids or cancel or withdraw the invitation of tender without assigning any reason whatsoever and in such case no bidder / intending bidder shall have any claim arising out of such action by BHEL.
2. Any variance observed in Un-priced "Price Bid" duly submitted along with the Part "A" Techno-commercial Bid and Part "B" Price Bid duly filled in, then details furnished in Techno-commercial Bid shall only be valid and binding on the bidder. No subsequent deviation on this account shall be acceptable in Price Bid.
3. Bids will be opened in front of the bidders or their authorized representative who wish to be present on due date.
4. Offer should be submitted strictly as per above procedure. Any deviation in above mentioned terms and condition or conditional offer shall be treated as invalid and may be rejected summarily and price bid of such bidder shall not be opened.
5. Price bid of only those bidders shall be opened who qualifies in Part "A" Techno-commercial bid with due intimation to them by Email/Fax/Telephone.
6. To decide the successful bidder, the price bid evaluation criterion vide clause no. 4.13 below will be followed.
7. **Corrections**/Erasures/Overwriting, should be avoided. If any of the thing happens, the same should be certified by the bidder's authorized signatory in the enclosed format.
8. The company reserves the right to terminate the contract at any time without assigning any reason thereof by giving 30 days' notice of their intention to do so in writing to the contractor for which he shall not be entitled to any compensation by reason of such termination.



9. Persons coming for supply of stationery items by the contractor are subject to Security checks by our security staff.
 10. **Arbitration:** In case of dispute, steps shall be taken by the parties to settle the same through negotiations. In case dispute is not settled in negotiation, it shall be referred to a Conciliation appointed by BHEL. In case dispute is not settled in conciliation proceedings too, the same shall be referred to sole arbitration of General Manager of the Department/Executive Director of the unit or any person nominated by any of them as per corporate Guidelines of BHEL and the arbitration proceedings shall be taken out as per provisions of the Arbitration and Conciliation Act 1996 as amended read with BHEL's Corporate guidelines in force. The place of arbitration shall be at Mumbai only. The Civil Courts at Mumbai shall have jurisdiction to entertain the cases arising out of the arbitration proceedings
 11. BHEL reserve its right to terminate the contract forthwith upon or at any time after happening of any of the following events, namely.
 - a. Insolvency of the party
 - b. The dissolution of the partnership firm or the death of any partner adjudication as insolvent of any partner or all of them or
 - c. The liquidation, whether voluntary or otherwise or the passing of an effective resolution or winding up, if you are a company or a corporate society.
 - d. If any attachment, is levied and continue to be levied for a period of 7 days upon your effects or any individual partner for the time being, of your firm or any member of your co-operative society.
 - e. If any partner of your firm or any member of your co-operative society shall be convicted of any criminal offence.
 - f. If you, either by yourself or by your servants commit or suffer to be committed any act which in the opinion of the company found against the established rules and regulations then the company reserves its right to cancel the contract and the decision so conveyed by the said authority need not cite or give any reasons for such decisions.
 12. **Offer Validity:** The offer should be valid for a period of 30 days from the date of opening of (Part-A) techno-commercial bid.
 13. **Bid evaluation criteria:**
 - a. Evaluation of the bidders will be done based on quote against "Discount on MRP against medicines" as per Table I of price bid format (Annexure F).
 - b. The Contract would be awarded to the bidder quoting the highest "Discount on MRP against medicines" as per Table I of the Price-bid format (Annexure F).
 - c. The agency which offers maximum discount will be L1 and it will be called for work order.
 - d. In the course of evaluation, if more than one bidder happens to occupy L-1 status, effective L-1 will be decided by soliciting discounts from the respective L-1 bidders.
 - e. In case more than one bidder happens to occupy the L-1 status even after soliciting discounts, the L-1 bidder shall be decided by a toss/draw of lots, in presence of respective L-1 bidder(s) or their representative(s). Work is indivisible in nature and shall be awarded to a single party.
 - f. Ranking will be done accordingly, BHEL's decision in such situation shall be final and binding.
 - g. Prices quoted against different items of work of price schedules shall be combined to arrive at the total price
 - h. **Total price (Landed Cost to BHEL) inclusive of taxes shall be compared for the purpose of arriving at L-1.**
 14. **REJECTION OF BID DUE TO UNSATISFACTORY PERFORMANCE IN PAST** - The bid of the contractor may be rejected due to unsatisfactory performance in the past at any of the BHEL units.
- 5 COMMERCIAL TERMS AND CONDITIONS**
1. **Price:** Price should be quoted as per the price schedule (refer Annexure F) and the same shall be inclusive of all cost of material, labour, transportation, etc. The GST is to be indicated separately against each item in the price format and the same shall be paid at actual as may be applicable.
 2. **Taxes & Duties:** The price should be quoted by indicating applicable GST against each item separately in Price Bid format. However, if any new taxes & duties are introduced or any variation occurred in existing rate of GST subsequent to bid submission and during the currency of the contract including its extension if any, the same shall be reimbursed at actual against documentary evidence of remittance by the contractor. In case the completion schedule is extended for the reasons attributable to the contractor, no such variation shall be admissible.
 3. Successful contractor has to file their GST return by the statutory date. In case, any Services/purchase of BHEL is not appearing in the return of the vendor and/or if any loss incurred by BHEL due to non-compliance / delay in compliance by the contractor as per GST Act, BHEL reserves the right to recover the money including interest penalty if any or retain payment of the contractor till all compliances are made. Copy of returns to be submitted along with the statement showing inclusion of BHEL payment with subsequent monthly bills.

4. **Price Variation clause:** Price quoted shall remain firm and effective till completion of contract and its extension thereof if any. The quantity indicated in Price Schedule may increase or decrease depending upon the requirement. In such situation, the charges on account of increase or decrease in quantity shall be effected as per agreed rates.
5. **Duration of Contract:** The contract shall be valid upto 31.03.2022.
6. **Penalty**
 - a. The contractor shall be liable to provide prompt service in supplying stationery items and printing materials as per agreed schedule.
 - b. Any deviation in scheduled delivery period will attract penalty at the rate of 0.5 % of the order value for every week of delay or part thereof subject to a maximum of 10% of the said order value.
 - c. The total penalty amount shall not exceed 10% of the contract value. However, in case the total penalty amount exceeds the said permissible limit then BHEL reserves the right to cancel the contract.
 - d. BHEL also reserves the right to cancel the contract after issue of three warning letters as per a) above and initiate suitable action as deem fit for debarring the business dealings with BHEL. In such an event no damages or compensation will be payable to the contractor.

6 PAYMENT TERMS

1. **No advance payment shall be made under any circumstances.**
2. Against receipt of indent / prescription from BHEL beneficiaries, the material has to be supplied by the empaneled Pharmacy at no extra cost. All beneficiaries in MMR are registered with either EMRP unit or ROD unit.
3. Empaneled pharmacy chain shall be eligible for the payment against discounted price only. No courier/postal charges, packaging charges, etc shall be paid.
4. The invoice should clearly indicate the details of the supplies made each indent/ prescription such as name of the item, name of manufacturer, batch No., date of manufacture & expiry date, name of beneficiary, beneficiary ID No. with date, rate, discount as per contract etc. and any other information required by the BHEL. Separate billing shall be done for BHEL EMRP and ROD beneficiaries.

Beneficiary Unit	Billing Details	Contact Details
EMRP Andheri	BHEL EMRP Plot No D1, Cross Road C, Road No. 16, MIDC, Andheri East, Mumbai – 400093	Vimlanshu Prawal Horo Dy. Manager (HR&IT) vphoro@bhel.in
ROD Cuffe Parade	BHEL ROD 14th/15th Floor, World Trade Centre-1, Cuffe Parade, Colaba, Mumbai – 400 005	Sarin Sondawale Manager HR sarin@bhel.in

5. In case the empaneled agency is not dealing with the billing directly and is generating invoice through their channel pharmacist, then the empaneled agency has either of 2 options as mentioned below.
 - a. The name of empaneled agency should also get reflected on the invoice.
 - b. The online system of empaneled agency should be capable to reflect the invoice generated so that cross verification of invoice can be done. In this case, the empaneled agency should provide the admin rights to BHEL officials to view the invoices.
6. BHEL reserves the right to cross verify the MRP from the manufacturers.
7. Bills complete with necessary documents for the calendar month should be submitted by 10th date of next month and the payment to the contractor shall be released normally within 30 days from the date of submission of bill. The on line return duly filed by contractor in respect of GST should be visible on GSTN Portal.
8. Necessary deductions towards Income Tax and any other tax or levies applicable and recoveries towards penalty and LD, if applicable shall be effected from due payment. Relevant Certificates shall be issued to the contractor as deem fit.
9. All the payments due to the Contractor will be made through Electronic Fund Transfer(EFT). For availing EFT facility, the contractor shall be required to submit their Bank Account Details in desired format.
10. **Any deviation in payment terms shall not be accepted.**
11. In case of any deviation to the payment terms mentioned above, loading shall be done on basic price with the PLR (Prime Lending Rate) of SBI + 6 % for the period of relaxation sought by the bidder (PLR shall be considered from the date of technical bid opening).



7 INSURANCE

1. It shall be the sole responsibility of the contractor to obtain transit insurance for envisaged scope of supply and get insured the property, materials, machineries, tools & tackles etc. belonging to him.
2. It shall be the sole responsibility of the contractor to insure his workmen against risks of accidents and injury while at work as required by the relevant rules and to pay compensation, if any, to them as per Workmen's Compensation Act. Proof of payment may be called for whenever required.
3. If due to contractor's carelessness, negligence and / or non-observance of safety and other precautions, any accident / injury occurs to other persons / public, damage to BHEL's / its customer's property and/or personnel occurs, and if BHEL is unable to recover in full its claim from the Insurance Company, the deficit will be recovered from the contractor. The contractor shall be responsible for necessary compensation and other expenses in full, if so decided by the appropriate authority.
4. **Risk Purchase:** in case contractor fails to adhere to the agreed schedule for completion of supply or fails to comply with the terms & conditions of the contract, BHEL reserves the right to source such remaining work/material /component etc. from any other agency at the risk and cost of the contractor. The cost of such work/material/component along with 25% over head charges shall be recovered from the bills pending from any other unit of BHEL. In event of no amount being out standing from BHEL, the contractor shall be liable to pay to BHEL the above amount immediately on demand. The decision regarding applying risk and purchase clause from BHEL shall be final and binding.
5. **FORCE MAJEURE:**
 - a. The following shall amount to force majeure conditions: Acts of God, act of any Government, War, sabotage, riots, civil commotion, police action, revolution, flood, fire, cyclone, earthquake and epidemic and other similar causes over which the Contractor has no control.
 - b. If the Contractor suffers delay in the execution of the Contract, due to delay caused by force majeure conditions, as defined above, the agreed time for completion of the work covered by this contract shall be extended by a period of time equal to the period of the delay, provided the Contractor immediately reports to BHEL in writing the causes for the delay. The Contractor shall not be eligible for any compensation on account of any extension in time of completion given to Contractor due to force majeure conditions.
6. **LAW GOVERNING THE CONTRACT AND COURT OF JURISDICTION'** - The contract shall be governed by the law for the time being in force in the Republic of India. The Civil Court at Mumbai shall alone have exclusive jurisdiction in regard to all claims in respect of this Contract.

8 SPECIAL TERMS & CONDITIONS

1. The Contractor shall organize his operations in a workman like manner and take all necessary precautions to provide safety and prevent accidents at site both to persons and property of BHEL. BHEL shall not be responsible for any cost & consequences resulting from non-compliance of safety measures. Contractor shall indemnify the BHEL against any such dereliction / penal action.
2. The contractor shall be responsible for and pay for the expenses for providing medical treatment to their workmen who may suffer body injuries/ loss of life during the course of their work, while carrying their contractual obligations as a result of any accident within the company premise. Any loss to company property arising out of accidents occurring due to contractors or his employee negligence shall be recovered from contractor.
3. The contractor shall not be authorized to sub-let the services. In case it is found that the services are further sub-letted, then, the contract will be terminated immediately.
4. The Contractor shall be solely responsible to comply with all statutory rules and regulations prevailing for carrying out activities under scope of work and absolve BHEL for any legal action taken by the Statutory Authority for non-compliance of the same.
5. On placement of order, the contractor shall execute a contract agreement on Non Judicial Stamp Paper of appropriate value.
6. "For this procurement, Public Procurement (Preference to Make in India), Order 2017 dated 15.06.2017 & 28.05.2018 and subsequent Orders issued by the respective Nodal Ministry shall be applicable even if issued after issue of this NIT but before finalization of contract/PO/WO against this NIT.
7. In the event of any Nodal Ministry prescribing higher or lower percentage of purchase preference and/or local content in respect of this procurement, same shall be applicable."

ANNEXURE A

Certificate of No Deviation

Notwithstanding anything mentioned in our bid, we hereby accept all the terms & conditions of the above tender NIT Ref no.: - BHEL/EMRP/HR/MEDICINE/21-22/. We confirm that the offer submitted by us is confirming to all the terms & conditions mentioned in the tender document. We hereby undertake and confirm that we have understood the scope of supply/services properly and shall carry out the job as mentioned in this tender in line with tender terms & conditions. I/we have submitted the price bid in sealed condition. I/we have quoted for all items mentioned in price bid.

Authorized signatory of Bidder with seal

Or

We hereby accept all terms & conditions of the above tender except the following:
(Give reference to Clause Nos. of Terms & Conditions which are not acceptable)

- 1.
- 2.
- 3.
- 4.
- 5.

Note: Deviations may or may not be accepted by BHEL.
(use separate sheet if required)

"I _____ hereby certify that except the deviations mentioned above, we do not have any other deviations to the tender NIT Ref no.: - BHEL/EMRP/HR/MEDICINE/21-22/. Deviations if any, mentioned elsewhere in our bid (whether Techno-commercial bid or Price bid) may be treated as null and void by BHEL.

Authorized signatory of Bidder with seal



ANNEXURE B

Certificate for Over Writing /Erasures/Corrections

(Please do not sign this certificate if there is no Overwriting/Erasures/Corrections)

Corrections / Overwriting / Erasures in the tender enquiry No. BHEL/EMRP/HR/MEDICINE/21-22/ has been noted and the same is endorsed and signed by me.

Authorized signatory of Bidder with seal



ANNEXURE C
DECLARATION BY THE BIDDER

I, -----, aged-----Yrs., S/o -----,
residing at -----

Hereby declare as follows:

- (i) That my nationality is _____.
- (ii) That I am a major and eligible to enter into contract / my firm / my company is
Competent to enter into an agreement.
- (iii) I shall employ only such personnel who have not been found unfit for employment in Organizations such as Central / state / Public
undertaking by the Police Authorities.
- (iv) I shall not employ persons against whom Criminal cases are pending or under investigation.
- (v) I shall also not employ persons found guilty of offences involving moral turpitude for executing work in BHEL contracts.
- (vi) That there are no Criminal cases pending or under investigation against me or my firm or company.
- (vii) I have not been found guilty of offences involving moral turpitude nor any of the company directors / partners of my firm have been
found guilty of offences involving moral turpitude.
- (viii) Neither myself nor my firm/company has been declared insolvent in the past.
- (ix) I have taken due care and efforts to furnish only information which are true in the tender document.
- (x) I shall employ labours who are more than 18 years of age and having sound physical and mental health.
- (xi) I shall keep Photograph / identity proof / residential proof of the labourers to be employed against this tender and arrange for police
verification(if demanded by BHEL).
- (xii) I will comply with all applicable Labour Laws and Statutory Regulations as mentioned in the tender.
- (xiii) I have taken cost of compliance of applicable Labour Laws and Statutory Regulations mentioned in the NIT and price bid before
quoting my price bid.

Authorized signatory of Bidder with seal



ANNEXURE D
INFORMATION OF BANK ACCOUNT

1	NAME OF ORGANISATION	
2	MAILING ADDRESS	
3	TELEPHONE NO.	
4	EMAIL ID	
5	PAN NO.	
6	GST NO.	
7	ACCOUNT NUMBER	
8	IFSC CODE OF THE BANK BRANCH	
9	MICR CODE OF THE BANK BRANCH	
10	ACCOUNT TYPE	
11	NAME OF THE BANK	
12	NAME OF THE BRANCH	
13	BANK ADDRESS	
14	TELEPHONE NO.	
15	BANK EMAIL ID	

(AUTHORIZED SIGNATORY)

*** We hereby confirm that the above bank account details of the beneficially or correct in all respect.

(Name of Bank Branch Stamp)

Authorized signatory



ANNEXURE E

CHECKLIST OF ESSENTIAL CRITERIA FOR PQR & TECHNO – COMMERCIAL ACCEPTANCE OF BID			
PQR	1	Experience detail. Please enclose copies of work orders and completion certificate for past 5 years ending 30/11/2021.	Enclosed / Not enclosed
	2	Audited Balance Sheet with P/L Account FY 2017-18, 2018-19, 2019-20 etc. duly certified by chartered accountant.	Enclosed / Not enclosed
Techno-Commercial	3	Signed and Stamped copy of complete NIT	Enclosed / Not enclosed
	4	Details of Firm (please tick & fill the details)	Details
	a	Proprietary	
	b	Partnership	
	c	Company	
	d	Others	
	5	Details of Bidder	
	a	Name:	
	b	Designation:	
	c	Phone/ Mobile No:	
	d	Email id:	
	6	PAN Details (Copy to be enclosed)	
	7	GST Registration No. (Copy to be enclosed)	
	8	Whether the firm is a registered establishment If Yes, Particulars of the Certificate and the name of the Issuing Authority (Copy to be enclosed)	Yes / No Enclosed / Not enclosed
	9	MSME Certificate (if any)	Enclosed / Not enclosed
	10	Startup Certificate (if any)	Enclosed / Not enclosed
11	No deviation certificate on bidder's letter head as per Annexure – "A"	Enclosed / Not enclosed	
12	Certificate for Over Writing / Erasures / Corrections on bidder's letter head as per Annexure – "B".	Enclosed / Not enclosed	
13	Declaration as per Annexure – "C"	Enclosed / Not enclosed	
14	Information of Bank Account as per Annexure – "D"	Enclosed / Not enclosed	
15	Duly filled checklist as per Annexure – "E"	Enclosed / Not enclosed	
16	UN-PRICE BID i.e. Annexure-"F" (Marked as " quoted " without any price)	Enclosed / Not enclosed	

Authorized signatory of Bidder with seal



ANNEXURE F

PRICE BID

Percentage discount on the Maximum Retail Price incl. of all taxes (on MRP Printed on the package of Medicines) No separate taxes, no delivery cost & no other costs shall be payable	
In figures	In words

IMPORTANT POINTS TO NOTE:

- A. "Discount on MRP" shall be considered up to TWO decimal points only. Digits beyond TWO decimal points will be ignored and not rounded off. No representations on this count shall be entertained.
- B. While quoting the reasonable "Discount on MRP", bidders should consider all cost elements like financing cost, cost of maintenance of accounts, Overheads, Profit Margins, Conveyance Charges, Supervision Charges, and any other expenditure as deemed relevant by the Bidder or cost of any other item under its scope and to meet any expenses/exigencies so as to ensure continuity of services.

Authorized signatory of Bidder with seal

