



मुरगांव पत्तन न्यास-चिकित्सा विभाग
MORMUGAO PORT TRUST-MEDICAL DEPARTMENT
MEDICAL PROCUREMENT & STORES
HEADLAND, SADA, MORMUGAO, GOA-403 804

Phone: CMO: 0832-2521377, 2594901,
Dy.MM- 2594918, Stores-2594924/37
E-Mail: sateesh.vernekar@mptgoa.com
medicalstores@mptgoa.com
Website: www.mptgoa.com

*All correspondences should be addressed to the
Chief Medical Officer*

e-TENDER
(Online submission)

Sub: Rate Contract tender for supply of various Medicines.

EMD: 1% of the actual quoted value

Ref: Open Tender No.: MD-RC-2016- 002 in two bid system.

- (i) Bid submission ends on: 05-05-2016 at 17.00 hrs.
- (ii) Technical Bid Opening: on 06-05-2016 at 11.00 hrs.
- (iii) Off line submission of relevant documents : 05-05-2016 at 14.00hrs

Mormugao Port Trust invites online offers in two-bid system for supply of various Medicines as detailed at **Annexure-A** on “**Rate Contract**” basis for the duration of two years from the date of award of Rate Contract to MPT Hospital at Headland, Sada, Mormugao, Goa.

The details of the Rate Contract are available in the tender document, which can be downloaded from MPT web site: www.mptgoa.com, IPA and NIC web sites.

The eligible Bidders having valid Digital Signature Certificate can submit their offers in two-bid system, online through e-Procurement portal <https://eprocure.gov.in> up to last date and time of submission of Bidd document.

- (i) **COVER-I - TECHNO COMMERCIAL (un priced)**
- (ii) **COVER-II - PRICE OFFER /BOQ (indicating only rates)**

The online submission will start as per the schedule given at **Annexure-B**. The tenderers are also requested to go through all the instructions, tender terms and conditions, Pre-qualification criteria, BOQ format, Tender form, List of medicines, in detail before submission of tender and ensure that the submission is done strictly as per the stipulated instructions to avoid disqualification.

The administration reserves the right to reject any or all tenders or accept any tender wholly or in part without assigning any reason whatsoever.

(Dr. Nimish V. Pillai)
Chief Medical Officer



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ELIGIBILITY CRITERIA
(Pre-Qualification Criteria)

1. The reputed Pharmaceutical firms, which meet all FDA norms or the authorized dealers / distributors / stockist appointed by the reputed Pharmaceutical firms for marketing the medicines manufactured by them, are eligible to quote against this tender.
2. The Pharmaceutical firms quoting should furnish the following documents offline on or before **05-05-2016** for verifications. (All attested copies) failing which their offers will not be considered.
 - (i) Valid Drug manufacturing license from FDA.
 - (ii) **Valid WHO** Certificate certifying that the manufacturer is **following GMP** as laid down under Rules from FDA.
 - (iii) Valid Certificate from the FDA that the manufacturer is **not convicted/prosecuted** under the Drugs and Cosmetics Act for manufacturing substandard or spurious drugs. **This certificate should not be more than one year old.**
 - (iv) Valid Certificate from the state FDA that the manufacturer is **manufacturing and marketing** product quoted for a **minimum period of preceding three years.**
 - (v) Valid Certificate from the FDA or from the Company certifying that that “**no case is pending**” against the manufacturer under drugs and cosmetics act for manufacturing substandard or spurious drugs quoted in this tender.
3. All the authorized dealers / distributors / stockist should furnish the following documents offline on or before **05-05-2016** for verifications. (All attested copies)
 - (i) Valid Registration certificate from the competent authority.
 - (ii) Valid Authorization letters from their principal manufacturers for **each company** they are quoting, failing which their offers will not be considered.
 - (iii) All the valid FDA certificates mentioned above at Sr. No 2 from the principal Pharmaceutical companies for each product they are quoting failing, which their offers will not be considered.



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- All the Bidders should furnish order copies indicating supply of medicines to the any reputed major Hospitals for total value worth **40 % of their actual quoted value in this tender**, during the last year from i.e from **1-1-2015 till date (kindly indicate estimated quoted value & the value of order executed and furnished (in Rupees)**
- All tenderers should submit copy of their audited Annual reports (Balance sheets and profit and loss accounts) for the last 3 years, along with copy of valid PAN card in cover-I.

Note: The Bidders should furnish all the above certificate /documents Off line so as to reach to the office of Medical Procurement & Stores on or before 5-5-2016 at 14.00 hrs.

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Special Tender Evaluation Criteria

- (1) The tender Committee will evaluate the offers **and empanel L1, L2 and L3 Offers.**
- (2) L2 and L3 tenderers will be given an option to arrive at an L-1 price i.e. to match their rates with L-1 offer.
- (3) Based on the acceptance of L2 & L3 tenders to match L-1 Offer, the order shall be placed in the ratio of 50:30:20 between L1, L2 & L3.
- (4) In case L3 is not agreeing to match with L1, only L-2 is agreeing to match price with L1, in such cases order ratio will be 70:30 between L1&L2.
- (5) In case L2 is not agreeing to match with L1, only L-3 is agreeing to match price with L1, in such cases order ratio will be 70:30 between L1 & L3.
- (6) In case both L2 & L3 both are not agreeing to match with L1, 100% order will be placed only on L1.
- (7) In case there is more than one bidder for L-1, the order quantity will be distributed equally on all L-1 bidders.

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Tender Terms and Conditions

- 1.0 The cost of tender document is **Rs 500/-** (Rupees five hundred only). The tender document fee should be paid **off line** by Demand Draft drawn in favour of the Financial Advisor & Chief Account Officer, Mormugao Port Trust, Goa payable at Mormugao Harbour, Goa and **furnish the same Off line so as to reach to the office of Medical procurement & Stores on or before 5-5-2016 by 14.00 hrs.**
- 2.0 **(EMD) Earnest Money Deposit: -**
 - 2.1 While submission of tender the tenderers, should enter the value of 1% of the total tender value in the system i.e. Rs 6,00,000/-.
 - 2.2 However, the tenderers should furnish the Earnest Money Deposit @1% of their quoted value **off line** by Demand Draft drawn in favour of the Financial Advisor & Chief Account Officer, Mormugao Port Trust, Goa payable at Mormugao Harbour, Goa and **furnish the same Off line so as to reach to the office of Medical procurement & Stores on or before 5-5-2016 by 14.00 hrs.**
 - 2.3 The tenderers should ensure that the EMD amount is furnished on or before opening of Technical bid on the stipulated date, failing which, their offer will be ignored.
 - 2.4 Offers without the Earnest Money Deposit will not be considered.
 - 2.5 The EMD of unsuccessful tenderers will be refunded after finalizing tender as per our normal practice.
 - 2.6 Please note that the Port does not extend any concession such as exemption in payment of EMD, Security Deposit etc to small scale industries registered with the NSIC.
- 3.0 **Technical Cover-I**
 - 3.1 The following information's detailed below, should be furnished in technical bid (cover-I) failing which their offers will be ignored.
 - (i) Description of medicine, composition, packing contents etc quoted by them for each item.
 - (ii) Name of Manufacturer quoted by them for each item.
 - (iii) Break up of taxes, duties applicable shall be clearly indicated in the offer in Cover-I.



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4.0 PRICES :

- 4.1 The tenderers should furnish their MRP, Basic unit rate and VAT in percentage in the BOQ format.**
- 4.2 The prices should be quoted **on F.O.R. destination basis** to be supplied to our stores at MPT Hospital on door delivery basis.
- 4.3 The prices should be quoted item wise separately. Prices quoted on lumpsum basis (i.e. for all the items taken together) will not be considered and the offer is liable to be rejected.
- 4.4 Offers should not contain any sort of conditional discounts based on quantity or value of order. Offers containing such conditional discounts will be rejected.
- 4.5 The prices should be valid for part quantities also.
- 4.6 We are not entitled for "C" or "D" forms. As such full C.S.T./VAT will be applicable. Any statutory changes in taxes can be considered only if these changes occur within the contractual delivery period.
- 4.7 Prices quoted should be applicable to Govt. Hospitals/Institutions;
- 4.8 CST/VAT if applicable should be clearly indicated by percentage and not as 'EXTRA AS APPLICABLE', otherwise tender will not be considered.
- 4.9 Rate and unit offered for the supply of items, shall be quoted in both in figures as well as in words.
- 4.10 The rate quoted shall remain firm for duration of two years rate contract period. However, the Price quoted will be subject to following price escalation criteria.**
- 4.11 The discount offered by the party on MRP while submitting the offer will remain firm during the entire period of ARC.



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- 4.12 However, in case the MRP rates are increased /decreased the final price will be arrived based on the prevailing MRP (with documentary proof) and firm discount offered initially on the date of submission of offer.
- 4.13 [Illustration: In case party quotes rates for any medicine, @ Rs 10 per tab with MRP of Rs 15 the discount will be @ 33.33%. In case the MRP increased to Rs 18 then the final price applicable will be Rs 12 (discount of 33.33% will remain firm). In case the MRP is decreased to Rs 12 then the final price applicable will be Rs 8]

5.0 QUANTITY:

- 5.1 Quantities indicated in the tender are approximate projected requirement for two year duration. Orders will be released from time to time as per our actual requirement.
- 5.2 **There shall be no contractual liability on the Port to order full quantity as projected.**
- 5.3 Right to increase or decrease quantity shall vest with Chief Medical Officer, Mormugao Port Trust.
- 6.0 **DELIVERY:** The materials/medicines shall be supplied within **4 weeks (30 days)** of receipt of orders. The material shall be supplied to our Stores Depot at MPT Hospital, Headland Sada, Mormugao, Goa. The delay in supply beyond 4 weeks from the date of issue of order will be liable for Liquidated Damages (L.D.). The orders will be sent by e-Mail as well as by post. Port is not responsible for any Postal delay.
- 7.0 **PAYMENT:** Our payment terms will be 100% within 30 days on receipt of materials/bills whichever is later only through EFT.
- 8.0 **LIQUIDATED DAMAGES:** In the event of delay in supply, liquidated damages at 1% of the total basic value of the undelivered quantity will be levied per week or part thereof of delay. The total liquidated damages shall however not exceed 10% of the total basic value of the Order. The total basic value here means the total value of the Order exclusive of VAT, excise duty etc. The date of receipt of medicine in our Stores will be considered as date of delivery for the purpose of liquidated damages.
- 9.0 **FORCE MAJEURE & EXTENSION IN DELIVERY PERIOD:** In case of failure to deliver the material/medicine in time which shall have arisen from war, insurrection, restraint



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imposed by the Govt., Act or legislation or other authority, accident, strike, riot, lockout or unforeseen events beyond human control directly or indirectly interfering with the supplies of stores or from any cause which the purchaser may admit as reasonable ground for an extension of time, the purchaser will allow such additional time he considers reasonable provided that the contractors/suppliers shall report immediately to the purchaser on the occurrence of any such cause as aforesaid which will or might affect the performance of the contract. Request for extension received after expiry of the delivery schedule will not be entertained.

- 10.0 **ACTION AGAINST TENDERERS WHO FAILS TO SUPPLY ORDERED MEDICINES:** The ordered medicines should be made available to the hospital within 4 weeks from the date of issue of orders, failing which Port may initiate appropriate action against such Pharmaceutical Company suppliers/repeated defaulters on case-to-case basis.
- 11.0 **REMOVAL OF REJECTED MATERIALS/MEDICINES:** The supplier will remove the rejected materials/medicine within 7 days of the date of issue of the rejection letter, failing which the responsibility of Port will cease and the material/medicine will remain at entire risk of Supplier.
- 12.0 **PENALTY :** In case the supplier supplies medicines of sub-standard quality or of brand other than the approved one or fails to replace the medicines which are rejected on account of sub-standard/defective or in alternative fails to give the credit note for the rejected/expired medicines, supplier will be penalized by forfeiting the Security Deposit furnished in favour of the Board and/or appropriate action as deemed fit shall be initiated against the supplier.
- 13.0 **EXPIRY OF MEDICINES:** The expiry period of the item shall not be less than $2/3^{\text{rd}}$ of the manufacturing shelf life at the time of supply & in case the item even if having $2/3^{\text{rd}}$ shelf life remains unused for 3 months prior to date of expiry, the same shall be collected immediately upon intimation and replaced immediately by fresh stock having longer expiry or credit note shall be issued immediately against the equivalent value of medicine/material due to expire. In case the expired medicines are not collected by the suppliers Port will deduct such equivalent amount from their running bills or from their security deposit amount.
- 14.0 **STORING:** Medicines which require being stored below normal temperature shall be supplied with colour tags.
- 15.0 **INDEMNITY :** The supplier shall at all times indemnify the Port Hospital against all claims which may arise in respect of the medicines supplied for infringement of any right



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protected by patent, registration of design or trademark and claims/damages arising out of supply of substandard medicine/material.

16.0 **INSPECTION:** The medicines/materials supplied will be inspected by our QCO/Doctors, The supplies which are found not according to description (composition)/manufacturers/brands of medicines or otherwise defective or substandard in quality or otherwise found unsuitable, will be rejected outright.

17.0 **TESTING**

17.1 Regular and random testing of drugs will be undertaken from Govt. /Govt. approved laboratories at the time of supply and at any time during the shelf life or whenever any defect is noticed.

17.2 If any store/ stores supplied against this Rate Contract acceptance of tender, are found to be not of standard quality on test analysis from Govt. / Govt. approved laboratory and/ or on inspection by competent authority, the fact that part or whole of the supplied stores may have been consumed.

17.3 If the product is found to be not of standard quality, the cost of testing shall be recovered from the supplier.

17.4 The purchaser reserves the right to get the drugs analyzed chemically by referring to Govt. Drug Controller and on receipt of his opinion as to the quality of the drug / chemical / item, the acceptance or rejection of the same will be decided. Purchaser's decision shall be final and cannot be a subject matter of any legal dispute.

18.0 **CHARGES FOR TESTING OF MEDICINES:** The supplier shall be required to reimburse to Port Hospital, any expenditure incurred in getting the supplied medicines tested, if any.

19.0 **AGREEMENT:** The supplier will have to enter into an agreement with the Port Administration in the prescribed format on a stamped paper of Rs.50/-, within 14 days of the acceptance of tender, for satisfactory execution of the A.R.C. Cost of stamped paper shall be borne by the supplier. Failure to enter into an Agreement shall entail immediate cancellation of the acceptance of the tender and forfeiture of Earnest Money Deposit.



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- 20.0 **TRANSPORTATION:** - The materials/medicines shall be dispatched by suitable transport, duly packed and insured at suppliers' cost, through any reliable Transport Co. The materials/medicines shall be dispatched and consigned to the Chief Medical Officer, Mormugao Port Trust Hospital, Headland, Sada, Mormugao, Goa on "freight paid/door delivery" basis.
- 21.0 **PACKING:** The materials/medicines shall be suitably packed to withstand the hazards of transportations.
- 22.0 **SECURITY DEPOSIT/ PERFORMANCE GUARANTEE:**
- (a) Within 14 days of acceptance of the tender, the successful tenderer will be required to furnish a Security Deposit equal to 5% of the value of the ARC by Demand Draft or Bank Guarantee from a Scheduled Bank. The Demand Draft shall be drawn in favour of the Financial Advisor and Chief Accounts Officer, Mormugao Port Trust, Goa payable at Mormugao Harbour/Vasco-da-Gama, Goa. However, in case the Security Deposit is furnished by way of Bank Guarantee (B.G.) the same shall be valid for a minimum period of **36 months** from the date of receipt of order. The B.G shall be given in the prescribed format.
- (b) The security deposit amount will also be treated as performance Guarantee for the tenderer towards execution of subject ARC and same will be refunded or the B.G will be discharged only after expiry of ARC duration.
- (c) Failure to furnish Security Deposit or Bank Guarantee, within 14 days of the acceptance of tender shall entail immediate cancellation of the acceptance of the tender and forfeiture of Earnest Money Deposit.
- 23.0 **I.T. CERTIFICATE:** Tenders shall be accompanied by a copy of latest Income Tax clearance Certificate or else the tenderer shall indicate PAN number and submit a copy of PAN Card.
- 24.0 **VALIDITY:** The offer shall be valid for a minimum period of **90 days** from the date of opening of the tender. In the event of the tenderer withdrawing the tender before the expiry of the validity of the offer, the tender Earnest Money Deposit shall be forfeited to the Mormugao Port Trust.
- 25.0 **JURISDICTION:** In case of any dispute, the jurisdiction will be GOA only.
- 26.0 The Administration reserves the right to reject any tender in part or in whole without assigning any reason for doing so.



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Chief Medical Officer

TENDER FORM

To,
The Chief Medical Officer
Mormugao Port Trust Hospital,
Mormugao Port Trust
Headland Sada.

1. I/We _____ do hereby tender to supply and deliver to the Chief Medical Officer, materials/medicines of the description and in quantities and in the manner detailed in the terms and conditions of contract.
2. I/We agree that if my/our tender is accepted in whole or in part, to execute an agreement within 14 days of communication to me /us of such acceptance, for the supply of medicines to the Chief Medical Officer. I/we agree that the stamped paper and legal costs for the execution of the Agreement shall be borne by me/us.
3. I/We further agree, that if my/our tender is accepted, to deposit an amount equal to 5% of the value of the quoted items as Security Deposit by Demand Draft or in the form of Bank Guarantee from any scheduled Bank, within 14 days of such acceptance, with the Financial Advisor and Chief Accounts Officer, Mormugao Port Trust, Headland Sada, Mormugao, Goa.
4. I/We further agree that if I/We decline to execute an agreement within 14 days of intimation to that effect, my/our tender shall not be accepted and my/our tender EMD shall be forfeited to the Port Administration.



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Signature of the Tenderer

Name.....

Designation.....

Address of the Tenderer.....

Place:_____

Supplier /Authorized Signatory of Supplier

TENDER ANNEXURES

Sr. No	Particulars	Annexure	Files Available in Format
1	Approved Medicine List	Annexure-A	PDF Sheet
2	TENDER-SCHEDULE	Annexure-B	PDF Sheet
3	Documents to be furnished Off Line on or before 5-5-2016 by 14.00 hrs to the Office of Chief Medical officers, MPT Hospital, Head Land Sada	Annexure-C	PDF Sheet
4	Documents to be furnished On- Line on along with Technical Bid in the E-Tendering portal	Annexure-D	PDF Sheet
5	Technical Information sheet (in Cover-I)	Annexure-E	Excel Sheet
6	Format furnishing details of authorization letters from the manufacturers for each company quoted.	Annexure-F	Excel Sheet
7	Vendor Details Format	Annexure-G	Excel Sheet
8	Instructions to Bidders on e-Tendering	Annexure-H	PDF
9	BOQ Format	Annexure-II	Excel Sheet

Fresh Rate Contract Tender for supply of Medicines 2016-18

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(All pages of tender set should be signed by the bidders in acceptance of all our tender terms and conditions and submitted in Cover-I)

Office Seal

Signature of Bidder with date



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