

**REVISED**

## **TENDER DOCUMENT FOR**



### **EMPANELMENT OF AUTHORIZED LOCAL CHEMISTS FOR SUPPLY OF MEDICINES/DRUGS/NUTRITION AND SUPPLIMENTS/FIRST AID/HEALTH MONITORING EQUIPMENTS/ORTHO SUPPORT FOR INDIAN ANTARCTIC EXPEDITIONS FOR THE PERIOD 2017-18**

*NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH*

*(Ministry of Earth Sciences, Govt. Of India)*

*Headland Sada, Vasco-da-Gama*

*GOA -403 804, INDIA.*

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**NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH**  
**(Ministry of Earth Sciences, Govt. Of India),**  
**HEADLAND SADA, VASCO-DA-GAMA,**  
**GOA - 403 804**

**TENDER NO. NCAOR/AES-11492/PT-31**

**TENDER FOR EMPANELMENT OF AUTHORIZED LOCAL CHEMISTS FOR SUPPLY OF MEDICINES/DRUGS/NUTRITION AND SUPPLIMENTS/FIRST AID/HEALTH MONITORING EQUIPMENT/ORTHO SUPPORT ETC. FOR INDIAN ANTARCTIC EXPEDITIONS FOR THE PERIOD 2017-18**

1.	EMPANELMENT OF CHEMISTS FOR SUPPLY OF MEDICINES/DRUGS/NUTRITION AND SUPPLIMENTS/FIRST AID/HEALTH MONITORING EQUIPMENT/ORTHO SUPPORT ETC. FOR INDIAN ANTARCTIC EXPEDITIONS FOR THE PERIOD 2017-18	
2.	General Terms and Conditions	As per Annexure I
3.	Conditions of Contract	As per Annexure II
4.	Cost of Tender Documents (In Person)	Rs. 500.00
5.	Cost of Tender Documents (By Post)	Rs. 550.00
	Tender Documents	<b>Tender documents can be downloaded by tenderers from NCAOR website. In case a tenderer is using the documents and forms downloaded from the website, the cost of tender documents shall be sent in the form of Bank Draft in a separate envelope along with the tender.</b>
6.	EMD	<b>Bidders</b> shall submit <b>EMD</b> along with their tender, <b>either By DD</b> drawn in favour of NCAOR, for a sum of Rs. 15,000/- (Rupees Fifteen Thousand only)  <b>or</b> <b>in the form of a bank guarantee</b> for a sum of Rs. 15,000/- (Rupees Fifteen Thousand only)
7.	Date and time for Pre bid Meeting	<b>MONDAY</b> 25.09.2017 10:00Hrs (IST)
8.	Last Date and time for issue of tender documents	<b>MONDAY</b> 09.10.2017 16:00Hrs (IST)
9.	Last Date and time for submission of sealed quotations	<b>TUESDAY</b> 10.10.2017 15:00Hrs (IST)
10.	Date and time of tender opening	<b>TUESDAY</b> 10.10.2017 16:00Hrs (IST)

**TERMS AND CONDITIONS FOR SUBMISSION OF QUOTATION**

- 1) The National Centre for Antarctic and Ocean Research (NCAOR) invites sealed tenders in two-parts from eligible well established, reputed, authorized local chemists with valid licenses for empanelment for supply of Medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support Etc. to Indian Antarctic Expeditions for the period 2017-18.
- 2) A pre bid meeting shall be organized at NCAOR at 10:00 hrs on 25.09.2017, with the representative of the interested bidders. The prospective bidders should submit their queries at least two days before the meeting.
- 3) The technical and financial bids should be submitted in two separate sealed covers, super scribing “Part –I Technical Bid for “EMPANELMENT OF CHEMISTS FOR THE PERIOD 2017-18”, Tender No., due date and “Part-II Financial bid for “EMPANELMENT OF CHEMISTS FOR THE PERIOD 2017-18”, Tender No., due date. Both the bids should be kept in a single cover by super scribing tender for “EMPANELMENT OF CHEMISTS FOR THE PERIOD 2017-18”, sealed and addressed to the Director, National Centre for Antarctic & Ocean Research, Headland-Sada, Vasco-da-Gama, Goa – 403 804. Offer sent through fax will not be accepted.
- 4) Overwriting and corrections should be attested properly. The bid should be complete in all respects and should be duly signed. Incomplete and unsigned bids will not be considered at all.
- 5) A list of reputed clients to whom the firm has supplied similar items to be furnished along-with the offer.
- 6) The offer should be valid for a period of 90 days from the date of tender opening.
- 7) Indicative list of previous years procurement (not exhaustive) of MEDICINES/DRUGS/NUTRITION AND SUPPLIMENTS/FIRST AID/HEALTH MONITORING EQUIPMENT/ORTHO SUPPORT ETC. is as per annexure-III for reference
- 8) Technical bid: Documents establishing bidders eligibility  
The following documents should be submitted in the technical bid:-
  - 8.1 Bidders shall submit EMD along with their tender, either By DD drawn in favour of NCAOR, for a sum of Rs. 15,000/- (Rupees Fifteen Thousand only) or in the form of a bank guarantee for a sum of Rs. 15,000/- (Rupees Fifteen Thousand only) from any reputed bank (scheduled bank) initially valid for 180 days from the date of closing of the tender as per the proforma enclosed. This bank Guarantee in original shall be

submitted along with the technical bid only.

Tender without EMD in the envelope containing technical bid shall be summarily rejected. The EMD of unsuccessful bidders shall be returned within 15 days of the award of contract.

The earnest money will be liable to be forfeited, if the tenderer withdraws or amends impairs or derogates from the tender in any respect within the period of validity of his tender.

- 8.2 Duly attested copies of each of the valid licenses for the last two years 2015-16 & 2016-17 and each of valid license held by the bidder as on the date of submission of Bid in specified forms (Form 20, 21 and 21-C where applicable) issued by the Drug Control Authority of the State under the provisions of Drugs and Cosmetics Act, 1940. The successful Bidders will ensure that their licenses remain valid on the date of bid opening and till the end of the contract period.
  - 8.3 Declaration of bidder as per Annexure A duly signed and stamped.
  - 8.4 Copies of the relevant deeds e.g. Proprietorship/ Partnership Deed.
  - 8.5 Copy of GST clearance certificate and photocopy of latest TAX Deposit challan.
  - 8.6 Copy of Non conviction certificate from State Drugs Controller or any other officer in the city delegated the powers by it to sign the Drug licenses & Non Conviction Certificate.
  - 8.7 Copies of the audited balance sheets, Profit and Loss a/c for the last two financial years (2015-16 & 2016-17) to establish the turnover of the bidder.
  - 8.8 Copy of PAN Card of Proprietor or the firm as the case may be.
  - 8.9 Tender acceptance as per Annexure B duly signed and stamped
  - 8.10 Affidavit stating that the contract of the bidder was not terminated by any Hospital in the preceding three years.
- 9) Financial bid: The Financial bid as per Annexure C price format duly signed and stamped should be submitted in the same format.
- Financial Evaluation Criteria
- 9.1 The empanelment will be done based on the Pharmacy quoting maximum discount in percentage on the MRP rates for MEDICINES/DRUGS/NUTRITION AND SUPPLIMENTS/FIRST AID/HEALTH MONITORING EQUIPMENT/ORTHO SUPPORT ETC.
  - 9.2 Bidders offering highest rate of discount on MRP (inclusive of all taxes) on category wise as per the pricelist will be considered as successful bidders and eventually awarded contract.
  - 9.3 In case identical discount offered by more than one bidder the following Tie breaker procedure will be adopted to break the tie. The 1st Tie breaker will be the distance of the Chemist from NCAOR (the nearer the chemist, the 2nd Tie breaker will be the

Turnover of the bidder: 3rd Tie breaker will be date of establishment. (submit documentary proof since establishment)

- 9.4 The bidder should quote uniform discount in percentage terms on the Maximum Retail Price (MRP) (inclusive of all taxes) printed on the strip/ Bottle/ unit packed, in respect of all items of supplies to be made under the Contract. The quoted offer of discount shall be on the MRP inclusive of all taxes and shall remain firm and fixed for the entire duration of the contract.
- 10 The successful bidder shall enter into a formal contract with NCAOR within 7 days from the date of receipt of intimation of their selection. The successful bidder EMD will be converted towards performance security.
- 11 The Purchaser requires that the bidders and suppliers observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

“Corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution:

“fraudulent practice” means a misrepresentation or omission of facts in order to influence a procurement process or the execution of contract;

“collusive practice” means a scheme or arrangement between two or more bidders, with or without the knowledge of purchaser, designed to establish bid prices at artificial, noncompetitive levels; and

“coercive practice: means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of contract;

The purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question; The Decision of Director, NCAOR shall be final and binding.

- 12) A Committee constituted by the Director, NCAOR for the purpose reserves the right to open the bids. Only technical bids will be opened on the date and time mentioned in the tender document. The financial bids of those tenderers whose technical bids are found to be meeting tender conditions only will be opened in their presence at date and time to be notified later.

13) The empanelled chemist to be known as Authorized Local Chemist (ALC) will supply the medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. at the agreed uniform rate of discount on MRP (inclusive of all taxes) in the stipulated time against the Supply Order issued by the NCAOR, GOA.

14) ELIGIBILITY

14.1 The chemist must hold valid licenses as on the date of submission of Bid in specified Forms 20, 21 and 21-C (for continuance of retail licenses, if required) issued by the Drug Control Authority of the State under the provisions of Drugs and Cosmetics Act, 1940. The successful Bidder will further ensure that their licenses remain valid on the date of bid opening and till the end of the contract period.

14.2 The chemist shop / commercial establishment should be situated within the state of Goa.

14.3 The Annual Turnover of the bidder should not be less than Rupees Five lakhs. The bidder has to submit an Audited Balance Sheet of 2 years (2015-16 and 2016-17) with Profit and Loss statement.

14.4 In case the Bidder has applied for renewal of his Drug License within last 1 month of expiry of any of his Licenses, copy of receipt of Renewal application with State Drug Licensing authority needs to be submitted.

14.5 The chemist must not have been convicted by the State drugs authorities and no case should be pending under the Drugs and Cosmetics Act and Rules against him and he should submit 'Non Conviction Certificate' from the State Drug Controller or any other officer in the city delegated the powers by it to sign the Drug licenses & Non Conviction Certificate. No other document including an affidavit / undertaking will be considered for this purpose.

14.6 GST clearance certificate should be available with the bidder. A copy of the latest GST deposit challan of the bidder should be available. A copy of the same to be submitted with tender document.

14.7 A copy of PAN allotted to the firm.

15) No advance payment will be made. Payment shall be made within 30 days from the date of receipt, acceptance of medicine/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. supplied against supply orders.

16) Period of Contract: The contract shall be for a period of one year from the date of the signing of contract. However, the contract is extendable by two more years on the same terms & conditions of contract, subject to satisfactory performance, as evaluated by

NCAOR.

- 17) Inspection of Bidders Premises: If the technical bid on the basis of the documents mentioned in this section appears to be in fulfillment of eligibility, the premises of bidders shall be inspected by a team members nominated by Director, NCAOR if required.  
Physical verification of location of the shop or premises for which the bid has been submitted.
- 18) Acceptance of this tender form and submission of the offer within the stipulated time would be treated as:
- a) The tenderer has understood all requirements as described in our Tender document.
  - c) Agreeing to execute order to the satisfaction of NCAOR or its authorized representatives within the stipulated time.
- 19) NCAOR will not be liable for any obligation until such time NCAOR has communicated to the successful bidder of its decision to release the Purchase Order.
- 20) NCAOR will not be responsible for any postal delays.
- 21) Bidders shall note that NCAOR will not entertain any correspondence or queries on the status of the offers received against this Tender Invitation.
- 22) Offers from Chemists whose performance was not satisfactory in respect of quality of supplies and delivery schedules in any organizations, are liable for rejection. The tenders that do not comply with the above criteria and other terms & conditions are liable for rejection.
- 23) The Director, NCAOR reserves its right to reject or partly accept any or all the offers received without assigning any reason.
- 24) All disputes arising in connection with executing the supply orders will be subject to the Jurisdiction of the Courts in Goa only.

**CONDITIONS OF CONTRACT****I. COLLECTION OF DEMAND FOR SUPPLY**

The Authorized Local Chemist shall receive demand from NCAOR.

**II. DELIVERY OF SUPPLIES**

The delivery of supplies will be made to NCAOR Stores within 15 days during office hours.

**III. NON SUBSTITUTION**

In case of demand for specific brand of medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc., the brand shall not be substituted without taking consent of NCAOR, concerned division.

**IV. PACKED SUPPLIES**

Supplies are required to be made in original packing of manufacturer. The packing should approximately be nearest to the total quantity demanded of any particular medicine/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. on any particular day.

**V. LIFE PERIOD OF MEDICINES SUPPLIED**

Every medicine has its own shelf-life period mentioned on the label of medicine. Recently manufactured medicines should be supplied with minimum shelf life of more than a year. Long shelf life of medicines supplied should not have passed more than half of its shelf life at the time of supply.

**VI. PRESENTATION OF BILLS:**

- i. The Authorized Local Chemist shall present the delivery challan/bill to NCAOR for the supplies made with clearly indicating the details of the supplies made such as name of the item, name of manufacturer, batch No., date of manufacture & expiry date, rate, discount as per contract etc. and any other information required by the NCAOR.
- ii. On receipt of medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. from the authorized chemists supply orders will be released based on the delivery challan/invoice to regularize the supplies against demands and to release payment. The bill shall be supported by a copy of Supply Order and delivery challan. Incomplete bills will not be entertained.

**VII. PERIOD UPTO WHICH SUPPLY ORDERS WILL BE PLACED**

Supply orders will be placed against the contract up to the last date of the contract. Orders received even on the closing date should be honoured in



accordance with the terms of contract even though the last date of the contract may have expired on the date of supply of medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc.

#### **VIII. Performance Security**

The amount of Performance Security shall be liable to be forfeited if the medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. supplied by the Authorized Local Chemist against the demand placed on them in pursuance of this contract are subsequently found as having been stolen from anywhere or are not conforming to quality. The Performance Security is also liable to be forfeited if the authorized chemist:

- a) Fails to adhere to the terms of the Contract or
- b) Supplies any sub-standard, spurious drugs or substitutes medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc.
- c) Delays supplies.
- d) Over charges
- e) If the chemist is found engaged in corrupt and fraudulent practices including subcontracting.
- f) The Chemist should not stop the supplies of the medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. etc. without giving 30 days notice.

#### **IX DEDUCTIONS FOR DELAY/ DEFAULT**

- a) In case of indent for specific brand of medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc., the same shall not be substituted without consent of NCAOR concerned division. If any such case is noticed during subsequent scrutiny after or before the payment, then the supplier will be penalized Rs.1,000/- along with the cost of the specific brand of medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. for each such default.
- b) The demanded medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. shall be supplied in full within stipulated time given by NCAOR during office hours. In the event of non-supply of demanded medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. in time as aforesaid. If the supplier fails to deliver the medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. within the time to be agreed upon, for delayed deliveries, NCAOR reserves the right to levy liquidated damages at the rate

of 0.5% per week or part their of up to maximum of 5%. However, no penalty will be levied for not available items.

**X TERMINATION FOR DEFAULT**

NCAOR may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the bidder, terminate the Contract in whole or part:

- a) If the bidder fails to provide any or all of the services within the period(s) specified in the Contract.
- b) If the bidder fails to perform any other obligation(s) under the Contract.
- c) If the bidder, in the judgment of the NCAOR has engaged in corrupt or fraudulent practices in competing for or in executing the Contract including sub-contracting.

**XI SUPPLY OF MEDICINES/DRUGS/NUTRITION AND SUPPLEMENTS/FIRST AID/HEALTH MONITORING EQUIPMENTS/ORTHO SUPPORT ETC.:**

- a) In case of failure or refusal on chemist's part to supply the medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. to NCAOR within the time as provided in the relevant clauses of this Tender document, the contract is liable to be terminated /cancelled at chemist's risk and cost. Any additional cost involved in arranging supply from alternative source will be recovered from the chemist.
- b) The medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. to be supplied shall be of standard quality. In case it is found that a medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. is expired or is near the date of expiry, found not of standard quality, substandard or spurious, supplier's (Appointed Authorized Local Chemist) firm will be liable to be debarred for a period of 3 years besides other legal action that may be initiated against them as per law.
- c) The designated chemist shall deliver the demanded medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. separately as per demands.

**XII FORCE MAJEURE:**

Supplier shall not be liable for forfeiture of its performance security, imposition of penalty or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure which means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine

restrictions and freight embargos. If a force majeure situation arises the supplier shall promptly notify the purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

### **XIII INDEMNITY**

The bidder shall indemnify the NCAOR against all actions, suits, claims and demands brought or made against it in respect of anything done or committed to be done by the bidder in execution of or in connection with the work of this contract and against any loss or damage to the NCAOR in consequence to any action or suit being brought against the bidder for anything done or committed to be done in the execution of this contract. The bidder will abide by the job safety measures prevalent in India and will free the NCAOR from all demands or responsibilities arising from accidents or loss of life, the cause of which is the bidder's negligence. The bidder will pay all indemnities arising from such incidents without any extra cost to NCAOR and will not hold the NCAOR responsible or obligated. The NCAOR may at its discretion and entirely at the cost of the bidder defend such suit, either jointly with the bidder or single in case the latter chooses not to defend the case.

### **XIV PAYMENT**

The Authorized Local Chemist shall submit claims for payment of bills once all the demanded medicine/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. is supplied as per supply order. Payments of the bills presented will normally be arranged in 4 weeks from the date of presentation of the bill however, the authorized chemist shall make no claim from the NCAOR in respect of interest or damages in case the payment is delayed for any reasons. The payment will be made through bank transfer for which bidder should give requisite details of bank address, Account No. etc.

### **XV ARBITRATION**

In the event of any dispute of difference arising out of or in connection with this Order, the same shall be settled amicably by mutual consultations or through the good offices of the Agencies of the respective Governments. If such resolution is not possible, then the unresolved dispute or difference shall be referred to the sole arbitration by a person appointed by the Secretary, Ministry of Earth Sciences, and shall be conducted in Goa or at such place in India with mutual consent of parties. The arbitration shall be conducted in India in accordance with the Rules and Procedures of the Indian

Arbitration and Conciliation Act of 1996 or any re-enactment or modification thereof. The decision of the Arbitrator shall be final and binding upon the parties and the expenses of the arbitration shall be paid as may be determined by the Arbitrator.

**XVI NOTICES:**

Unless otherwise provided in this contract, any Notice, request, consent or other communication given hereunder shall be given by facsimile (fax), mailing the same by Registered mail, Postage prepaid, return receipt requested courier to

In the case of : NCAOR.

To : THE DIRECTOR,  
National Centre for Antarctic & Ocean Research  
Headland Sada, Vasco-da-Gama, Goa 403 804.  
INDIA

In the case of M/S. \_\_\_\_\_ (Bidder name & Address)

At their respective addresses set forth above or such addresses, and to the attention of such other persons as may hereafter be designated by like notice hereunder, and any such notice sent by post shall be deemed to have been served on the date when in the ordinary course of post, it would have been delivered at the address to which it was sent.

Authorized Signatory

**Annexure A**

**EMPANELMENT OF CHEMISTS FOR SUPPLY OF MEDICINES/DRUGS/NUTRITION AND SUPPLEMENTS/FIRST AID/HEALTH MONITORING EQUIPMENTS/ORTHO SUPPORT ETC. FOR INDIAN ANTARCTIC EXPEDITIONS FOR THE PERIOD 2017-18**

**Declaration of Bidder**

To

The Director,  
NCAOR, Headland Sada,  
Vasco – Goa.

Dear Sir

1. I/We hereby offer to supply Medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support Etc. to Indian Antarctic Expeditions for the period 2017-18 as indicated in the tender. You may specify in the acceptance of Bid at the rate given in **Price Bid** and agree to hold this offer open till \_\_\_\_\_. I/we shall be bound by a communication of acceptance dispatched within the prescribed time.
2. I/we have understood the Instruction to the Bidders and Conditions of Contract and fully accept them.
3. I/we are fully aware of the nature of Medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. required and my/our offer is to supply the Medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. strictly in accordance with the requirements of NCAOR.
4. I/we agree to arrange supplies of standard quality medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. in accordance with the nomenclature, specifications and packages given in the supply order.
5. I/We agree that the supply of aforesaid will comply the provisions of Drugs & Cosmetics Act, 1940 and rules made there under.
6. My/our shop is situated within Goa.
7. My/our firm has not been convicted by the State Drugs Authorities and no case is pending under the Drugs & Cosmetics Act and Rules.

**Signature of Witness**

**Name**

**Address**

**Date:** \_\_\_\_\_

**Signature of Bidder**

**Name**

**Address**

**Date:** \_\_\_\_\_

**Annexure B**

**TENDER ACCEPTANCE UNDERTAKING**

To

The Director,  
NCAOR, Headland Sada,  
Vasco – Goa.

Having examined the tender document for **EMPANELMENT OF CHEMISTS FOR SUPPLY OF MEDICINES/DRUGS/NUTRITION AND SUPPLIMENTS/FIRST AID/HEALTH MONITORING EQUIPMENTS/ORTHO SUPPORT ETC. FOR INDIAN ANTARCTIC EXPEDITIONS FOR THE PERIOD 2017-18**, we the undersigned hereby offer to supply the Medicines/Drugs/Nutrition and Supplements/First Aid/Health Monitoring Equipments/Ortho Support etc. in conformity with all terms and conditions set out in the tender document.

We enclosed all the relevant documents as per the tender.

We understand that you are not bound to accept the Highest or any tender received.

**Date :**

**(Signature of Bidder)**

**Name :**

**Designation :**

Seal

**Annexure C****PRICE FORMAT (Financial Bid Cover -2)**

The Quotes should be submitted in the following format:

The template must not be modified/replaced by the bidder

1. The bidder should quote uniform discount in percentage terms on the Maximum Retail Price (MRP) (inclusive of all taxes) printed on the strip/ Bottle/ unit packed, in respect of all items of supplies to be made under the Contract. The quoted offer shall be on the MRP inclusive of all taxes and shall remain firm and fixed for the entire duration of the contract.
2. Bidders offering highest rate of discount on MRP (inclusive of all taxes) on category wise as per the pricelist will be considered as successful bidders and eventually awarded contract.

Sl.No	Description	Percentage Discount %	
		In Figure	In Words
Uniform Discount on printed Maximum Retail Price (MRP inclusive of all taxes) on offered on all following items of supply as ordered by NCAOR in terms of percentage in figures			
1	Medicine/Drugs		
2	Nutrition and suppliments		
3	First Aids		
4	*Health Monitor equipments		
5	Ortho supports etc.		

**\*Health Monitor each equipments less than Rs. 25,000/-**

**(Bidders Signature & the Seal  
of the Company /Agency)**

**QUESTIONNAIRE**

- a. **Name of the Manufacturer / Tenderer**
- b. **Full postal address with Telephone, Telefax, Email**
- c. **Please specify whether Public Limited, Company, Private Organization or Partnership Firm**
- d. **Nature of the Business**
- e. **Date of Establishment**
- f. **Present Turnover**
- g. **Permanent Income Tax Ref. No.**
- h. **G.S.T. NO.**
- i. **Address & Telephone Nos. Of your branch office in GOA (please specify whether Distributing/ Servicing/ Marketing the products)**
- j. **Reference of reputed Customers**
- k. **Details of the highest order executed and value thereof**
- l. **Authorization from Manufacturer/Supplier attached**
- m. **Tender fee submitted/enclosed.**
- n. **E.M.D. attached with BID.**
- o. **Infrastructure facilities required for installation & commissioning attached**
- p. **Technical Specifications/Literature/Brochure attached**
- q. **Tender Acceptance**



**BANK GUARANTEE FORMAT FOR FURNISHING EMD****To****NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH  
Headland Sada, Vasco-da-Gama, GOA 403 804, INDIA**

Whereas \_\_\_\_\_  
 (Hereinafter called the "tenderer")  
 has submitted their offer dated \_\_\_\_\_  
 for the supply of \_\_\_\_\_

(Herein after called the "tender")  
 WE \_\_\_\_\_ of having our registered office  
 At \_\_\_\_\_ are bound unto the NATIONAL

(Hereinafter called the Bank)  
 CENTRE FOR ANTARCTIC & OCEAN RESEARCH, Ministry of Earth Sciences, Govt. Of  
 India having its office at Headland Sada, Vasco Goa 403 804, India (herein after called  
 NCAOR which expression shall unless repugnant to the context or meaning thereof include  
 all its successors, administrators, executors and assigns) in the sum of \_\_\_\_\_  
 for which payment will and truly to be made to. NCAOR, the Bank binds itself, its  
 successors and assigns by these presents. Sealed with the common seal of the said Bank  
 this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

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 NCAOR during the period of its validity.
  - 2.a) If the tenderer fails to furnish the Performance security for the due performance of the contract.
  - 2.b) Fails or refuses to execute the contract

We undertake to pay NCAOR up to the above amount upon receipt of its first written demand, without NCAOR having to substantiate its demand, provided that in its demand the NCAOR will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee is valid until the \_\_\_\_\_ day of \_\_\_\_\_ 2017.

**Signature of the bank**

**NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH**  
*(Ministry of Earth Sciences, Govt. Of India)*  
**Headland Sada, Vasco-da-Gama GOA 403 804, INDIA**  
**Tel: 91- (0) 832 2525571 Telefax: 91- (0) 832 2525573**  
**Email: warlu62@ncaor.gov.in Website: [www.ncaor.gov.in](http://www.ncaor.gov.in)**

**PUBLIC TENDER**

Director, National Centre for Antarctic & Ocean Research (NCAOR) invites sealed tenders in two-parts (part I – Technical bid & part II Financial bid) super scribing Tender No. Item description and due date from eligible well established, reputed, authorized local chemists with valid licenses for empanelment for supply of Medicines to Indian Antarctic Expeditions for the period 2017-18.

The details of tender documents are also available in our website <http://www.ncaor.gov.in> and Central Public Procurement Portal <http://eprocure.gov.in/epublish/app>. Interested suppliers may download the details and submit the quotation on or before the due date along with tender fee and EMD.

**The offer without tender fee will not be considered.**

Last date for issue of tender documents : **09.10.2017 16:00Hrs**

Last date for submission of quotation : **10.10.2017 15:00Hrs**

The Director, NCAOR is not responsible for any transitional/postal delays.

The offers will be **opened on 10.10.2017 16:00Hrs** in the presence of tenderers or their authorized representatives.

The Director, NCAOR reserves the right to accept or reject any offer in full or part thereof without assigning any reason.

**Sd/-**  
**For & on behalf of NCAOR**