



राष्ट्रीय प्रौद्योगिकी संस्थान - आंध्रप्रदेश  
**NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH**  
Near National Highway No. 16, Kadakatla, Tadepalligudem – 534101  
West Godavari District, Andhra Pradesh

Ref. No.: NITANP/CIHC/IDF/2022/03/Retender/ 24

Date: 28.09.2022

**RETENDER ENQUIRY**

**Sub: Rate Contract for the Supply of Medicines at NIT Andhra Pradesh – Quotation invited – Regarding**

Please send your lowest quotation to Supply the Items as per the details attached in **Annexure-1**. The quotation is to be sent in a sealed envelope to the following address:

**C/o Tender Box  
Material Management & Disposal Section,  
Sardar Vallabhbhai Patel Administrative Building  
NATIONAL INSTITUTE OF TECHNOLOGY, ANDHRA PRADESH,  
Near National Highway No. 16, Kadakatla,  
TADEPALLIGUDEM – 534101  
West Godavari District, Andhra Pradesh.**

**The quotation has to be sent by Post (Ordinary / Register / Speed Post) or drop in Tender Box physically. (Any other mode will not be accepted)**

The envelope must be superscribed as "**QUOTATION**" at the center of the envelope and the above **reference number at left top** along with the name of the tender on the envelope. Quotations without the above superscription **will not be accepted**.

The last date to receive the sealed quotation is **12.10.2022**.

Date:28.09.2022

**(Rate Contract for Medicines at National Institute of Technology Andhra Pradesh)**



National Institute of Technology- Andhra Pradesh,  
Near NH-16, Chennai-Srikakulam Highway, Kadakatla, Tadepalligudem-534101,  
West Godavari District, Andhra Pradesh.  
Phone No: 08818-284710

## TERMS & CONDITIONS:

- 1) The bidding agency should be reputed and should have PAN, GST registered, if applicable. The firm should be registered with the appropriate registration authority and should be in existence for not less than three years before 31/05/2022. Proof of the same to be submitted.
- 2) The bidder should have adequate office/service center setup at any of the following districts of Andhra Pradesh to supply the medicine items as specified - Kakinada, East Godavari, Konaseema, Eluru, West Godavari, Alluri Sita Rama Raju districts.
- 3) The details of companies / brand of which the medicine can be supplied is given in the Annexure-I.
- 4) After having a Rate Contract with the selected agency/ agencies, the purchase of medicine items will be made as per requirement on as and when required basis during the period of Rate Contract. The percentage discount quoted by the firm should be valid for a period of One year from the date of award of rate contract. The Agency would be required to accept the part supply order as required from time to time by NIT Andhra Pradesh.
- 5) The Medicine items required should be of reputed brand or equivalent as approved by NIT Andhra Pradesh in terms of quality and quantity as mentioned against each item in the tender document.
- 6) The acceptance of tender will solely rest with Director, NIT Andhra Pradesh and may accept or reject the lowest or any other tender as per the eligibility criteria. No reasons will be furnished for acceptance or rejection of any tender. Canvassing in connection with tender is strictly prohibited and any canvassing will lead to make the bid of tenderer as ineligible.
- 7) Incomplete quotation schedule in any form will be rejected.
- 8) Conditional tenders shall not be accepted. This tender is non- transferable. Bid once submitted shall not be allowed for withdrawal.
- 9) Number of corrections and or alterations, if any in the tender must be specifically mentioned. All the corrections and alterations made in the tender must be duly countersigned by the authorized signatory, without which tender will not be considered.
- 10) **No commitment to accept lowest or any tender:** NIT Andhra Pradesh shall be under no obligation to accept the lowest or any other quotation received in response to this tender enquiry and shall be at its sole discretion to reject any or all offers without assigning any reason whatsoever.
- 11) **Submission of Tender Offers:** Tenders can be submitted either through Post or through Courier or by hand. In the event of tender received after due date and time due to any type of delay including postal delay, NIT Andhra Pradesh will not be responsible for such delay and such tenders will not be considered.
- 12) The tenders should be submitted in sealed envelope and super scribed "Tender for Medicine Rate Contract."

13) The supply of Medicine items has to be made within a period of 2-3 days from the date of issue of subsequent supply order by NIT Andhra Pradesh as per requirement from time to time. In case firm fails to supply the Medicine items in the specific time, a fine will be imposed and will be deducted from the bill. If the delay exceeds further, the order may be cancelled and security deposit forfeited at the discretion of NIT Andhra Pradesh.

14) In Case the firm fails to supply the items within specified delivery period, the material will be procured from open market and the difference of cost, if any, will be recovered from Security Deposit or from pending bills of defaulting firm. The office may take necessary action for blacklisting such firm, if required.

15) The Interested bidders/vendors can visit this office on any working day, to inspect the specimens before submitting the bids.

16) The Director NIT Andhra Pradesh reserves the right to reject any or all the tenders without assigning any reason thereof.

17) Incomplete or conditional tenders will not be entertained

18) Vendor should be capable of delivery of items at NIT Andhra Pradesh premises.

19) **Tenderer/Bidder should submit the following documents along with their bid.**

a) Tenderer should submit the document of Income tax, PAN and GST registration, all other registrations if any.

b) The bidder should enclose the signed and stamped copy of the tender document on each page towards acceptance to all the terms and conditions.

c) Qualifying information

d) If the tenderer is an authorized dealer, Authorization Certificate is to be provided.

e) All the firms participating in the tender must submit a list of their partners etc. along with their communication details.

20) The requirement of consumable items may vary and the firm has to supply the items during the period of contract.

21) **Payment:** 100% payment will be released within 30 days after receipt and acceptance of material. No other payment terms including advance payment will be allowed.

22) L1 will be the vendor who has quoted the maximum discount percentage on MRP.

23) No taxes shall be payable by us unless payment of the same is specifically mentioned by the supplier in the quotation and the same is legally leviable.

24) NIT Andhra Pradesh is not bound to procure items from the selected vendor only.

Each tenderer should clearly specify that the tenderer agrees to abide by the conditions of this tender document on their printed letter head indicating here on GST Registration, TIN Number, FAX, Email, Telephone numbers, complete /valid correspondence address etc.,

25) The Tenderer should have a minimum turnover of Rs 3 lakh in financial year of 2021-22. The Turnover statement for the above said financial year is required.

26) The vendor should provide good quality of medicines i.e., from reputed brands as mentioned in the Annexure-I

Date:

Place:

Signature & Seal

## OTHER TERMS AND CONDITIONS FOR RATE CONTRACT

- 1) The offer / contract will be awarded to the Lowest-1 firm (according to Price Bid- ANNEXURE-II) as per the decision taken by the Purchase Committee depending on the quality.
- 2) It will be the responsibility of the firm to ensure that the items to be supplied as per the quality and quantity demanded within stipulated time. The material supplied if found to be other than the specified brand and inferior in quality will summarily be rejected. The Institute shall also have the power to purchase the required item from elsewhere and any excess of cost so incurred by the Institute the quotation price together with all charges and expenses incurred towards purchase shall be recovered by the Institute from the successful bidder/firm
- 3) In case, the items are not supplied within 2-3 days, a fine of Rs.250/- (Rupees Two hundred and Fifty only) will be levied per day for the delay so caused and the same will be deducted from the payment against the bills raised. **If consignee is not received against the indent within the stipulated time, the Institute have right to purchase the same from other sources. If such consequences repeat two times consequently or five times overall, the contract shall stand cancelled automatically and institute have right to empanel the L2 for such contract, whatsoever.**
- 4) **If the contractor supplies the items of low quality or irrelevant specifications other than indented, the consignee will be rejected by institute and clause (3) as above shall be revoked in such circumstances, as applicable.**
- 5) The Committee reserves the right to negotiate with lowest bidder[s] to arrive at a rate of any item.
- 6) **The total purchase value even when cumulative will not exceed beyond Ten Lakhs Only in current financial year under the contract order(s) release against this case, if any.**
- 7) **The successful bidder shall submit security deposit of Rs. 25,000/-. The same will be refunded after successful fulfillment of the agreement made between the institute and successful bidder.**
- 8) **All the indents from the institute to successful bidder will be raised through e-mail only from [purchase@nitandhra.ac.in](mailto:purchase@nitandhra.ac.in) to any mail ID as specified in the agreement.**

Date:

Place:

Signature & Seal

**Qualifying information:**

S. No	Details requested by NIT Andhra Pradesh	Details furnished by the firm
1)	Name of the bidder	
2)	Valid correspondence Address, Email, and contact details/Telephone numbers of bidder	
3)	Status of Ownership of the firm	a) Proprietor b) Partnership c) Registered firm d) Unregistered firm e) Body Corporate
4)	Statutory Registrations (Copies May Please be attached)	a) GST: b) PAN: c) VAT: D) Any other
5)	Bank details of the Firm (Copies May Please be attached)	

**ANNEXURE-I**

**List of Reputed Pharmaceutical Companies of which the Medicines should be supplied**

<b>Sl. No.</b>	<b>Name of Companies</b>
1	Pfizer
2	Cipla
3	Sun Pharma+(Ranbaxy)
4	Lupin
5	Torrent
6	Glaxo
7	Novarties +(Sandoz)
8	Alkem (All Division)
9	USV
10	Franco India
11	Unique
12	Dr. Reddys +(UCB)
13	Apex
14	Abbott
15	Zydus Cadila
16	Aristo (All Division)
17	Serdia Pharmaceutal
18	IPCA
19	Aventis(Sanofi)
20	Merck
21	Medley
22	Astra zeneica
23	Unichem
24	Glenmark
25	Shreya
26	Blue Cross
27	Wockhard
28	Macleods
29	Wyeth lab.
30	Juggat Pharma.
31	Biochem
32	Fourts
33	Allergan
34	Bayer
35	Modi Mundipharma
36	Raptakos
37	Indchemie
38	German Remedies
39	Mapra
40	Cachet
41	Indoco
42	Cadila Pharma
43	Micro

44	Alembic
45	Ajanta
<b>Sl. No.</b>	<b>Name of Companies</b>
46	Win- Medicare
47	Intas
48	East India
49	Johnson & Johnson
50	MSD
51	Mankind
52	Albert David
53	Wallace
54	Emcure
55	Biological E
56	Panacea Biotec
57	IDPL [ Govt. Co.]
58	KarnatakaAntibiotic
59	Hindustan Antibiotic
60	Meyer
61	Biocon
62	Dey's
63	RPG Life Science 65.Aksigen.
64	Organon
65	DWD
66	Biotic
67	Chemo Biological
68	BACFO
69	Foregen
70	Stadmed
71	Bonne Sante
72	Elan
73	MSN
74	FDC
75	AKC
76	Ozone
77	Systopic
78	Delta
79	Pils Pharmaceutical
80	H & H
81	Albert David
82	Friska
83	Dermavision
84	Seagull



85	Neon
86	Walter Bushell
87	Base

88	Ethicon
89	crescent

**NOTE:**

1. Any other brand (not mentioned in above list) medications also should be provided on requirement bases at standard cost with maximum possible discount.
2. Transportation: Free of cost, FOR NIT-Andhra Pradesh.
3. Quality of Medicines should be high and standardized.
4. The Maximum Discount percentage quoted should be valid throughout the entire Rate Contract period.

Date:

Place:

Signature & Seal

**ANNEXURE-II**  
**PRICE BID/COMMERCIAL BID**

To  
The Director  
National Institute of Technology Andhra Pradesh  
Tadepalligudem-534101, West Godavari District.

I / We offer to stock the branded medicines/drugs of well reputed companies as prescribed by the Medical Officer of the Institute and dispense the same to the Dispensary/Health Center of NIT Andhra Pradesh at the rates in percentage given below:-

<b>Classification of Drugs</b>	<b>Discount Offered in % on the M.R.P. of the Drug.(in Figures and Words)</b>
All Drugs/medicines	_____ %

I/We undertake to keep the above quoted rate of discount on the printed Maximum Retail Price on all items stocked and dispensed valid till the duration of this contract/extension of contract. No other taxes or charges, including GST, shall be levied on the uniform discount quoted above by me/us.

2. I/We also undertake that the medicines/ drugs shall be stocked as per the indent placed by NIT Andhra Pradesh and dispensed as per the contract/extension of contract and no "Substitute Medicines/Drugs" will be stocked/ dispensed.

Yours faithfully,

Date:

Signature & Seal:

Name of the Firm:

Address of the Firm:

Contact no & Email Id:

Note: Rate quoted should include the cost of transport

While sending your lowest quotation – please specify the following:

1. Sales Tax : Inclusive  
VAT/CST/GST : Indicate prevailing tax on percentage basis.
2. Excise Duty :
3. Rates
  - a) F.O.R. Destination/
  - b) Estimated Packing, Forwarding and Freight Charges in case of Ex-works only, may be mentioned on percentage basis.
4. Preferred terms of payment (institute rules permit to pay on Receipt of materials in good condition):
5. Recommended mode of transport :
6. Discount offered, if any :
7. Validity of the offer :
8. Firm schedule of delivery :
9. Detailed drawings / catalogues / Leaflets / literature / samples may be furnished wherever feasible / required
10. Please indicate clearly whether the rates quoted herein are the same as applicable to DGS & D / Government Department / Other Public Sector Undertakings.
11. The supplier shall invariably furnish the **Certificate of Clearance of VAT / CST/ GST Registration number along with the quotations.**
12. Please mention the Quotation number and name of the item/s (in brief) on your envelope when submitting your quotation to the Institute
13. Please note that the Director reserves the right to modify or alter the specifications and also to reject any or all the Quotations without assigning any reasons thereto.
14. The suppliers / firms are informed not to call on us without prior appointment.
15. The Institute is not responsible for delays / loss in postal transit or due to any other reasons.
16. **Presently our Institute doesn't have DSIR certificate so no concession in GST. Normal rate of GST will be applicable.**
17. The final vendor will be selected based on the discount offered in % on the MRP.



Yours faithfully,

Head of the Department.

सह अधिष्ठाता / Associate Dean  
CENTRAL STORES & PURCHASE SECTION  
NIT Andhra Pradesh

