

**TERMS, CONDITIONS FOR
SUPPLY OF DRUGS FOR MENTAL HEALTH
2024-25 & 2025-26**

Name of the District / Health Institution: CDM&PHO, Sambalpur
(HEALTH & F.W. DEPTT., GOVT. OF ODISHA)

E-mail: smosambalpur@yahoo.com

Bid Reference No. Drugs /MH/4467/2024-25/dtd. 3.7.24

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : 22.07.2024 up to 05.00 PM

DATE & TIME OF OPENING OF COVER-A (Technical Bid) : 23.07.2024 at 12.00 Noon

DATE OF OPENING OF COVER-B (Price Bid) : -----do-----

PLACE OF OPENING OF BID DOCUMENTS

AND

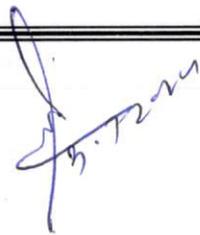
ADDRESS FOR COMMUNICATION: O/o Chief District Medical & Public Health Officer,
Sambalpur

AND

RECEIPT OF BID DOCUMENTS

Email: smosambalpur@yahoo.com

OFFICE OF THE CDM&PHO SAMBALPUR



SECTION -I

SALE OF TENDER / BID DOCUMENT

The Bidders may download the Tender Documents directly from the district website www.sambalpur.nic.in The Tender paper cost fee of Rs.1000/-(One Thousand only) Plus GST @ 18% (Non-refundable) by way of separate Demand Draft drawn in favour of ZSS(MISC) Sambalpur, payable at Sambalpur from any nationalized/Scheduled bank. The Bidders should superscribe, "**Tender of Drugs under Mental Health 2024-25 & 2025-26**"(DOWNLOADED FROM WEBSITE) **Last Date of submission 22.07.2024 up to 05.00 PM**" on the top of the outer envelope containing Technical Bid and Price Bid separately. The Tender cost fee in shape of demand drafts in the technical bid. CDM&PHO, Sambalpur shall have no responsibility for any delay / omission on part of the bidder.

- a) Price of bid document Rs. 1180.00 (Rs.1000 plus GST @ 18%)
(Non-refundable)

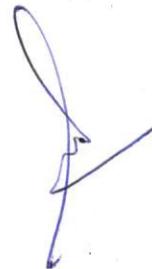
The short tender paper will be rejected if the bidder changes any clause or Annexure of the bid document. The authority reserves the right to accept/reject any or all the tenders without assigning any reason thereof.



SECTION -II

IMPORTANT INSTRUCTIONS TO BE NOTED CAREFULLY BY THE TENDERERS

1.	Purchaser	Health & F.W. Department
2.	Indenter	Chief District Medical &Public Health Officer, Sambalpur
3.	Consignee	DHH Sambalpur
4.	Delivery Period	Within 15 days from issue of the work order.
5.	Mode of Delivery	By Air / Road / Rail/by Hand
6.	EMD	Rs.10, 000.00 (Rupees Ten Thousand) only. The Earnest Money Deposit will be paid in the shape of demand Draft only in favour of ZSS (MISC) Sambalpur , from any Nationalized/Scheduled Bank payable at Sambalpur.



SECTION -III

TERMS AND CONDITIONS FOR SUPPLY OF DRUGS FOR MENTAL HEALTH

- 1.1 Sealed tenders will be received by Dated 22.07.2024 for Supply of Drugs under Mental Health for the year 2024-25 & 2025-26 up to 05.00 PM (On working days only) by the CDM&PHO, Sambalpur in the office of the Chief District Medical & Public Health Officer, Sambalpur. Any tender received after the due date & time will be rejected & returned to the sender unopened. **The tender paper will be received through Regd. Post / Speed Post/ Courier services only.**
- 1.2 The bidder(s) are to submit their tenders in **separate** sealed covered envelopes for **technical bid** and **commercial bid** by superscribing **Cover "A" (Technical Bid) & Cover "B" (Price Bid)** and both the sealed covers should be put into a **third outer Cover**, which should be superscribed as **"Tender of Drugs under Mental Health 2024-25 & 2025-26"(DOWNLOADED FROM WEBSITE) Last Date of submission 22.07.2024 up to 05.00 PM"**
- 1.3 The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened by the CDM&PHO, Sambalpur in the office chamber of the CDM&PHO, Sambalpur at 12.00 Noon on 23.07.2024. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.



ELIGIBILITY CRITERIA

2.1 Manufacturing units / Importers/ Suppliers are eligible to participate in the tender provided, they have

- (i) The tenderer must submit GST Certificate along with the upto date GST Return certificate up to May 2024
- (ii) Photo copy of PAN must be submitted by the tenderer
- (iii) An under taking must be submitted by the tenderer that items will be supplied to the consignee along with the test report within 15 days from the issue of the purchase order.
- (iv) Should submit valid Drug License Certificate
- (v) Should submit the Non Conviction Certificate from the appropriate Authority (Drug Controller)
- (vi) Should submit the Authorization Certificate (If Bidder is not a manufacturer)
- (vii) Should submit the ISO & GMP Certificate
- (viii) Should submit the proof of supply to Govt. Hospitals for last Three financial year, at least minimum five order copy for each year. (2023-24, 2022-23, 2021-22).
- (ix) Should submit the Proof of Average annual turnover of the bidder of Rs.1(One) Crore or more in last three (3) financial years(2023-24, 2022-23, 2021-22). should be submitted duly prepared and certified by a chartered accountant.
- (x) Should submit the Audited balance sheet for the last three financial year (2023-24, 2022-23, 2021-22).

The following documents should be enclosed in Cover "A" (Technical Bid) by the tenderer. All the photocopies are to be attested by self with official seal.

TECHNICAL BID :

- 3.1 Checklist with detail of the documents enclosed in **Cover "A"** (as per **Annexure – I**)
- 3.2 Earnest Money Deposit of Rs. 10000/- (Rupees Ten Thousand) only (refundable). If the bidder qualified in technical bid the EMD will be returned after two Year and if the bidder is not qualified in technical bid the EMD will be refunded at the same day.



- 3.3 Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor /Supplier/ contract person / office in Odisha (**Annexure - II**).
- 3.4 Copy of GST Certificate along with up to date GST return certificate upto May 2024
- 3.5 Declaration Form (**Annexure – III**)
- 3.6 Undertaking regarding items should be supplied to the FOR destination within 15 day.
- 3.7 Photo copy of valid Drug License Certificate
- 3.8 Photo copy of Non Conviction Certificate from the appropriate authority
- 3.9 Tender Paper Cost Rs.1180/- in shape of Demand Draft.
- 3.10 Photo Copy of manufacturer's Authorization Certificate.
- 3.11 Photo copy of ISO & GMP Certificate.
- 3.12 Photo copy of PAN
- 3.13 Proof of supply to Govt. Hospitals for last three financial year, at least minimum five order copies for each year. (2023-24, 2022-23, 2021-22).
- 3.13 Certificate duly filled by the Auditor / Chartered Accountant that the average Annual turnover of the bidder is Rs.1 (One) Crore or more in the last 3 (three) Financial years (2023-24, 2022-23, 2021-22).
- 3.14 Audited balance sheet for the last three financial year (2023-24, 2022-23, 2021-22).

COVER – B (PRICE BID)

4. The tender format giving the quoted rate for Drugs should be sent in a separate sealed cover hereafter called **Cover “B” (Price Bid)**.

Cover –B (Price Bid) will be opened only of the tenderers who qualify in Technical Bid (Cover – A) and product is as per tender specification.

- 4.1 The tender format (Price Schedule) in the prescribed form (as per **Annexure – IV**), hard copy must be submitted in Cover-B. **The price of the item should be quoted with FOR Destination and exclusive of GST.**

4.2 The Cover “B” of successful tenderers who qualifies in their technical bid, will be opened at the office chamber of the C.D.M.& P.H.O, Sambalpur by the C.D.M.& P.H.O, Sambalpur on the same day/ decided by the purchase committee members in the presence of the tenderers or their authorized representatives

4.3 The rate is valid for Two year from the date of approval of the committee.

4.4 if the selected firm is unable to supply the product with the stipulated time from the issue of the purchase order then the L2/L3 may be called for supply the said product

NB: At the time of supply the Drugs the

1. Price should be omitted from the Primary and secondary packing
2. Odisha Govt. Supply Not for Sale should be printed on Primary and secondary packing.
3. Analytical Test report of each batch should be submitted at the time of the supply.
4. **The bidders who are participating in this bid process has to comply the order on whole or fully, if there will be any deviation found, then they will be exempted from the future tender process of Sambalpur district.**

CHECK LIST(To be submitted in **Technical Bid**)**Note : The documents has to be arranged serially as per the order mentioned in the check list**Please put \checkmark in the respective box**COVER – A (TECHNICAL BID)**

DOCUMENTS : SUBMITTED OR NOT

		Yes	No	Page No
1	Tender paper cost in shape of DD			
2	Earnest money deposit in shape of DD Rs.10000/- infavour of ZSS (MISC) Sambalpur			
3	Details Name, address, telephone No., Fax, email of the manufacturer/authorised distributor/bidder/supplier/contact person Annexure -II			
4	Photo copy of PAN			
5	Photo copy of GST			
6	Photo copy of up to date GST return certificate up to May 2024			
7	Photo copy of Drug License			
8	Non Conviction Certificate from the appropriate authority (Drug Controller)			
9	Declaration form (Annexure – III)			
10	ISO & GMP Certificate			
11	Authorization certificate from the manufacturer (if bidder is not a manufacturer)			
12	Proof of supply only drugs and medical consumables to Government Hospitals for last 3 financial year (five order copy of each year)			
13	Annual average turn over of Rs. 1 Crores for the last three financial year prepared by a chartered accountant (2023-24, 2022-23, 2021-22).			
14	Audited balance sheet for the last three financial year (2023-24, 2022-23, 2021-22).			
15	Original Tender paper			
16	Undertaking to supply the items to FOR destination with in 15 days of issue of the supply order			

ANNEXURE – II

(To be submitted in Cover A -Technical Bid)

DETAILS OF THE TENDERER & LOCAL CONTACT PERSON

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Local Contact Person / Branch Office / Zonal Office / Service Centre if any, in Odisha.
Name & Full Address		
Telephone Nos., landline		
Mobile		
Fax		
E – Mail		
License valid up to		

**Signature of the Tenderer :
with seal**

Date :

Official Seal :



(To be submitted in Cover A -Technical Bid)

DECLARATION FORM

I / Wehaving My /
ouroffice
at.....do declare that I / We have carefully
read all the terms & conditions of tender of the _____, Odisha for the supply of BCL,
Chemical, Drugs & Medical Consumables. The approved rate will remain valid for a period of two
year from the date of approval. I will abide with **all the terms & conditions** set forth in the **Tender**
Reference no. _____

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

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or
Security Deposit and blacklist me/us for a period of 5 years if, any information furnished by us
proved to be false at the time of inspection / verification and not complying with the Tender terms
& conditions.

Seal

Signature of the bidder :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.



PRICE BID

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

Sl No	Name of the Item	Specification	Unit	Name of the Manufacturer	Price (Exclusive of GST)
1	Tab Acamprosate	333mg/Tab			
2	Tab Amisulpride	100mg/Tab			
3	Tab Aripipazol	10mg/Tab			
4	Tab Asenapine	5mg/Tab			
5	Tab Ataomoxetine	10mg/Tab			
6	Tab Ataomoxetine	18mg/Tab			
7	Tab Ataomoxetine	25mg/Tab			
8	Tab Baclofen	10mg/Tab			
9	Tab Blonanscerine	4mg/Tab			
10	Tab Bromocryptine	0.5mg/Tab			
11	Tab Buprinorphene + Nalazone	2+0.5mg/Tab			
12	Tab Bupropion	150mg/Tab			
13	Tab Carbamazepine CR	300mg/Tab			
14	Tab Carbamazepine CR	400mg/Tab			
15	Tab Clonazepam	1mg/Tab			
16	Tab Clonazepam	0.5mg/Tab			
17	Tab Clonazepam	0.25mg/Tab			
18	Tab Sodium Valporate	200mg/Tab			
19	Tab Sodium Valporate	300mg/Tab			
20	Tab Sodium Valporate	500mg/Tab			
21	Tab Sodium Valporate CR	500mg/Tab			
22	Tab Clonidine	100mg/Tab			
23	Tab Clozapine	100mg/Tab			
24	Tab Desvelnafaxine	50mg/Tab			
25	Tab Diazepam	10mg/Tab			
26	Tab Diazepam	5mg/Tab			
27	Tab Disulfiram	250mg/Tab			
28	Tab Divalproex Sodium	250mg/Tab			
29	Tab Divalproex Sodium	500mg/Tab			
30	Tab Donepezil	5mg/Tab			
31	Tab Donepezil	10mg/Tab			
32	Tab Dothepin	25mg/Tab			
33	Tab Dothepin	75mg/Tab			
34	Tab Duloxetine	20mg/Tab			
35	Tab Escitalpram	5mg/Tab			
36	Tab Escitalpram	10mg/Tab			
37	Tab Etizolam	0.25mg/Tab			
38	Tab Fluoxetine	20mg/Tab			
39	Tab Fluvoxamine	50mg/Tab			

Seal & Signature of the Bidder

Sl No	Name of the Item	Specification	Unit	Name of the Manufacturer	Price (Exclusive of GST)
40	Tab Glycopyrolate	1mg/Tab			
41	Tab Haloperidol	0.25mg/Tab			
42	Tab Haloperidol	1.5mg/Tab			
43	Tab Haloperidol	5mg/Tab			
44	Tab Haloperidol	10mg/Tab			
45	Tab Iloperidone	4mg/Tab			
46	Tab Imipramine	25mg/Tab			
47	Tab Lamotrigine	50mg/Tab			
48	Tab Livateracetam	500mg/Tab			
49	Tab Lithium Carbonate	300mg/Tab			
50	Tab Lithium Carbonate	400mg/Tab			
51	Tab Lorazepam	2mg/Tab			
52	Tab Mamentamine	10mg/Tab			
53	Tab Methyl Phenydate	10mg/Tab			
54	Tab Methyl Phenydate	5mg/Tab			
55	Tab Milnacepran	25mg/Tab			
56	Tab Mitrazipine	15mg/Tab			
57	Tab Modafinil	100mg/Tab			
58	Tab Olanzapine	5mg/Tab			
59	Tab Olanzapine	10mg/Tab			
60	Tab Oxacarbapazine	300mg/Tab			
61	Tab Oxacarbapazine CR	300mg/Tab			
62	Tab Paliperidone	3mg/Tab			
63	Tab Paroxetine	20mg/Tab			
64	Tab Prochlorperazine	25mg/Tab			
65	Tab Procyklindine	2.5mg/Tab			
66	Tab Procyklindine	5mg/Tab			
67	Tab Promethazine	25mg/Tab			
68	Tab Propanolol HCL	40mg/Tab			
69	Tab Quatiapine Fumarate	100mg/Tab			
70	Tab Risperidone	2mg/Tab			
71	Tab Risperidone	3mg/Tab			
72	Tab Sertraline	100mg/Tab			
73	Tab Sertraline	50mg/Tab			
74	Tab Tardalafill	10mg/Tab			
75	Tab Tetrabenazine	25mg/Tab			
76	Tab Tetrahydrofolate	7.5mg/Tab			
77	Tab Thioridazine	50mg/Tab			
78	Tab Trifloperazine + Trihexyphenid	5mg+2mg/Tab			
79	Tab Trihexyphenidyl	2mg/Tab			

Seal & Signature of the Bidder

SI No	Name of the Item	Specification	Unit	Name of the Manufacturer	Price (Exclusive of GST)
80	Tab Zolpidem	10mg/Tab			
81	Tab Devalproex	250mg/Tab			
82	Tab Devalproex	500mg/Tab			
83	Tab Donepezil + Mematamine	5mg+5mg/Tab			
84	Tab Donepezil + Mematamine	5mg+10mg/Tab			
85	Tab Toperamate	25mg/Tab			
86	Tab Fluoxetine	20mg/Tab			
87	Tab Fluvoxamine	100mg/Tab			
88	Tab Clomipramine	50mg/Tab			
89	Tab Arpiprazole	10mg/Tab			
90	Tab Arpiprazole	15mg/Tab			
91	Tab Amitryptidine	25mg/Tab			
92	Tab Chlordizepoxide	25mg/Tab			
93	Syp Haloperidol	2 Mg/ ML 20ml/Bottle			
94	Syp Levateracetam	20mg/ML 100ml/Bottle			
95	Syp Promethazine	5mg/ml 100ml/Bottle			
96	Syp Risperidone	1 mg/ ml 20ml/Bottle			
97	Syp Sodium Valproate	200 mg/ml 100ml/Bottle			
98	Inj Haloperidol LA	50 MG/ 1ML/Amp			
99	Inj Flupenthixol Decanoate	20 MG/ 1 ML/ Amp			
100	Inj Olanzapine	10 MG/ ML/ Amp			
101	Inj Risperidone LA	25 MG/ MI/ Amp			
102	Inj Zuclopenthixon Acetate	50 MG/ 1ML/Amp			
103	Inj Zuclopenthixon Decanoate	200 mg/ml			

Seal & Signature of the Bidder