

**ASSAM POLICE HEADQUARTERS
ULUBARI, GUWAHATI.**

NOTICE INVITING TENDER

Dated Guwahati, the 15th November, 2019.


Sealed Tender on plain papers affixing non refundable Court Fee Stamps of **Rs. 8.25 (Rupees eight and twenty five paise)** only with sealed samples are invited from intending reputed Manufacturers / Authorised Dealers / Agents / Distributors / Pharmaceuticals for supply of Medicines & Surgical items to the Police Hospitals of Districts & Units of Assam Police for the year **2019-20** and will be received by the undersigned upto **2:00 P.M. on 06-12-2019.**

Intending tenderers may obtain a copy of the detailed Tender Notice from the office of the undersigned on payment of **Rs. 500/- (Rupees five hundred)** only through uncrossed I.P.O. pledged in favour of the undersigned during office hours. Tender Papers / forms will be issued up to **04-12-2019.** The intending tenderers may also download the NIT from the Assam Police Official Website www.assampolice.gov.in In such case, tenderers will have to deposit the tender value through uncrossed IPO at the time of submission of tender.

Deputy Inspector General of Police (MPC)
Assam, Guwahati

Memo No. E/XXIV/Medicine Budget/2019-20/63 Dated Guwahati, the 15th November, 2019
As directed, copy forwarded to:-

1. The Secretary to the Govt. of Assam, Home (A) Department, Dispur, Guwahati – 6 for favour of information.
2. The Director, information and Public Relation, Assam, Dispur, Guwahati –6. He is requested to get the advertisement published at least 2 (two) Daily News papers for wide publication.
3. The Director Assam Govt. Press, Bumunimaidan for publication in Assam Gazette for information and necessary action.
4. The CPRO, Assam Police Headquarters, Ulubari, Guwahati for information and necessary action. He is requested to liaise with Director Information & Public Relations, Assam for Publication of the same accordingly and immediately.
5. The Registrar of Assam Police Headquarters, Ulubari, Guwahati for information.
6. The Supdt. of Accounts Branch, A.P. Hqrs. Ulubari, Guwahati for information and necessary action. The Supdt. Esstt. Branch, please ensure submission of paper cutting of NIT in News paper at the time of evaluation of NIT.
7. ✓ I/C Computer Cell of A.P Hqrs. Ulubari, Guwahati for information & necessary action. He is requested to upload the NIT in the official Website of Assam Police.
8. Office Notice Board.


Deputy Inspector General of Police (MPC)
Assam, Guwahati

**ASSAM POLICE HEADQUARTERS
ULUBARI, GUWAHATI.**

TENDER NOTICE

Sealed tenders on plain paper affixing with non- refundable Court fee Stamp of **Rs. 8.25 (Rupees Eight and paise twenty five)** only are invited from the intending reputed Manufacturers / Authorized Dealers / Agents / Distributors / Pharmaceuticals for supply of **Medicines & Surgical items** to the Police Hospitals of Districts / Units / Organisations of Assam Police. The list of required Medicines & Surgical items are enclosed at **Appendix -I.**

Terms & Conditions :

- 1) The rate of each Medicine & Surgical item should be shown separately per unit inclusive of packing, forwarding and all other incidental charges for destination, Taxes, if any, should be shown separately.
- 2) The approved tenderer will have to supply the Medicines & Surgical items to the Districts / Battalions Hqr. at his own cost as per indent. The tenderer will also be responsible for any damage / loss during the transit (From point of supply to the point of delivery).
- 3) The Tender must reach the undersigned up to **2:00 P.M. on 06-12-2019.** The tender will be opened on the same day at **3:00 P.M.** in the Assam Police Headquarters, Ulubari, Guwahati. The intending tenderers or their authorized representative may be present at the time of opening tenders. If the receiving and opening date falls on Govt. holiday, the tender will be received / opened on the subsequent working day.

The tenderer must submit the copies of following documents along with tender and the documents should be duly self attested.

- (i) Certificate of Goods Manufacturing Practice (GMP) continuously for last 3 (three) years.
 - (ii) Upto-date valid Drugs Manufacturing Licence with list of items in respect of Manufacture of the quoted items either by Distributors / Dealers etc.
 - (iii) Authority letter from Drug Manufacturer for supply of medicines.
 - (iv) Upto-date valid (Whole sale) Drugs License dealt with by them.
 - (v) Price list of manufacture (Printed or duly signed by the manufacturer).
 - (vi) Literature, Leaflet etc. in-support of the item.
 - (vii) GST Registration Certificate.
 - (viii) Upto date GST clearance certificate.
 - (ix) Last two years turnover of Income & Expenditure duly certified by Chartered Accountants.
 - (x) Income Tax return for last two years.
 - (xi) Bank Financial Soundness Certificate from Authorised Bank.
 - (xii) Bank Account Number with name of Bank, type of A/C, Bank address.
 - (xiii) Upto date valid Trade license.
 - (xiv) Tenderer should submit an Affidavit regarding non-blacklisting or debarment by any Govt. / Semi Govt. / Organisation on previous occasions for indulging in illegal, unethical, corrupt. etc. practice
- 4) The tenders of surgical items should submit samples of the articles tendered along with the quotation.

- 5) The tenderers should be clearly typed or neatly hand written and the rates should be quoted both in figure and words in the **Annexure-I**. There should not be any over writing in the rate.
- 6) The Tenders submitted without fulfilling the terms and conditions of the tender notice will be summarily rejected.

The sealed envelope containing the tender should be superscribed at the top as **"Tender for Supply of Medicines / Surgical items for Police Department, 2019-20"**.

- 7) Intending Tenderers may collect tender papers / documents on payment of Rs. 500/- (five hundred) only through I.P.O. / Bank Draft payable in favour of the undersigned on any working day during office hours from 11 A.M to 4 P.M up toThey may also download the NIT from the Assam Police website www.assampolice.gov.in. In that case the tenderer will have to deposit the cost of tender documents through uncrossed IPO / Bank draft at the time of submission of tender.
- 8) The name and address of the tenderers should also be written on the envelope. Earnest Money and Court fee stamp should be furnished alongwith the original Tender supported by all other required documents. Thereafter tender should be put into an envelope and duly sealed and superscribed at the top of the envelope as "Tender for supply of Medicines / Surgical items for Police Department, 2019-20" alongwith name and address of the tenderer and submitted.
- 9) The rate once quoted will be final and no change / alteration there shall be allowed on any ground whatsoever after submission of Tender. The quoted rates will be valid for one year.
- 10) The provisions of the **Assam Public Procurement Act, 2017** and **Procurement Preference Policy, Assam, 2015** and its amendment will be applicable
- 11) In case, tenders are submitted by the Authorised Dealers / Agents/ Distributors, they must submit their tender alongwith license from the Controller of Drugs Assam that they are authorized to deal with medicine / life saving drugs and they must submit the authority from the Manufacturer also.
- 12) **Earnest Money Deposit (EMD)**
 - (i) The intending tenderer will have to deposit Earnest Money @ **2%** on the total value of the quoted rates. The tender will summarily be rejected unless the Earnest Money at the estimated value of amounts is deposited. The Earnest Money must be in the form of **NSC/KVP/ Irrevocable Bank guarantee / FDR of Bank** in the name of the Proprietor, Shareholder and Partner of the firm and shall duly be pledged in favour of the undersigned.
 - (ii) The Earnest Money of unsuccessful tender will be returned / released after finalization of the tender.
 - (iii) The earnest money in case of accepted tenders will be returned only after execution of the Contract Agreement on furnishing security deposit by the tenderers @ **10%** of the total value of the contract.
- 13) The successful tenderer will have to enter in to an agreement with DGP or his authorized representative and furnish security deposit @ **10%** of the total value of the contract at the time of signing of the contract agreement in the Form of **NSC / KVP / FDR / Irrevocable Bank Guarantee** duly be pledged in favour of the **Addl. Director General of Police (Admn.), Assam, Guwahati**.

- 14) In the event of the tenderer failing to perform his part of the contract to the satisfaction of the District / Unit concerned or if his authorized representative disregards any term(s) and condition(s) of either the contract agreement of the tender notice, he (the contractor) will be liable to any or all of the following action.
- (i) Forfeiture of Security deposit in whole in part.
 - (ii) Cancellation of the contract without any prior notice to the defaulting Contractor.
 - (iii) Black listing of the defaulting Contractors.
 - (iv) Failure to supply the indented medicines / surgical items to the District / Unit / Orgn. within the stipulated time (i.e. within demand) 1% value on the principal amount of the indented medicines / surgical items as penalty will be deducted from the security deposit.
 - (v) If any supplier fails to supply the indented medicines / surgical items within the stipulated time or after receiving of the notice from the undersigned, the undersigned will be at liberty to cancel the contract agreement and may offer the supply orders to the next lowest tenderer or the approved supplier.
- 15) In the event of rejection or failing, declining, neglecting or delaying to comply with any demand or requisition of any items, the intending officer or his authorized representative of the department shall be at liberty (without prejudice to any other remedy) to order purchase or to procure to arrange from Govt. stock or otherwise of such items. Any excess cost so incurred over the contracted price together with incidental charge, expenses etc. incurred by the Govt. in purchasing or arranging such supplies shall be recoverable from the contractor (S) from his security deposit / pending bills. Besides the DGP Assam or his authorized representative will be at liberty to take action against the contractor as per terms of this tender notice and contract agreement.
- 16) Acceptance or rejection of the tender (S) rests finally with the Director General of Police, Assam who reserves to himself the right of rejection of any tenders or any items in a tender / cancel the whole tender without assigning reason thereof. The lowest rate may not compulsorily be accepted and the decision of the Director General of Police, Assam in this matter will be final and binding.
- 17) The D.G.P, Assam does not bind himself to accept the lowest rate and may reject any or all tenders without assigning any reason thereof.
- 18) The D.G.P, Assam reserves the right not to place any order even after execution / acceptance of the formal contract agreement and for which no claim or compensation whatsoever will be entertained.
- 19) After acceptance of contract agreement necessary work order will be **issued to contractors / suppliers.**
- 20) The security deposit will normally be returned to the contractors / suppliers concerned 3 months after completion of supply obtaining satisfactory report that there is no defect detected during the period of use of stores.
- 21) The payment will be made in Assam police Headquarters, Ulubari, Guwahati to the firm concerned only after completion of supply of medicines etc. to the satisfaction of the DGP, Assam.
- 22) Expiry date of medicines for which tenderers quote rates should be valid upto one year from the time of delivery.

(4)

- 23) All the legal proceedings arising out of any dispute between the parties shall be settled within the territorial jurisdiction of Gauhati High Court, Guwahati.


Deputy Inspector General of Police (MPC)
Assam :: Guwahati

Memo No. E/XXIV/Medicine Budget/2019-20/62 Dated Guwahati, the 15th November, 2019

As Directed, copy forwarded to:-

1. The Principal Secretary to the Govt. of Assam, Home (A) Department, Dispur, Guwahati-6 for favour of kind information.
2. The CPRO of Assam Police Headquarters, Ulubari, Guwahati for information and necessary action.
- ✓ 3. I/C Computer Cell of A.P. Hqrs. Ulubari, Guwahati. He is requested for putting the same in the ***internet for wide publicity.***

4. M/S.....
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Deputy Inspector General of Police (MPC)
Assam :: Guwahati

Medicines for the Year 2019-20

Sl. No.	Name of Medicines	Quantity	Quoted Rate
1	Ciprofloxacin 500mg Tab	15,000 Nos.	
2	Antacid Gel 200 ml (Sugar free)	8,000 Nos.	
3	Cough Syrup 100 ml (Sugar free)	10,000 Nos.	
4	Cefixime 200 mg Tab.	5,000 Nos.	
5	Paracetamol 500 mg. Tab.	40,000 Nos.	
6	Ofloxacin 200 mg + Ornidazole 500 mg Tab.	15,000 Nos.	
7	ORS 21 gm	20,000 Nos.	
8	Levoceterizine 5mg Tab.	5,000 Nos.	
9	Pantoprazole 40 mg + Domperidone 30mg.	20,000 Nos.	
10	Anticold Tab.	10,000 Nos.	
11	Pantoprazole Tab 40 mg	15,000 Nos.	
12	Antispasmodic Tab.	5,000 Nos.	
13	Broad Spectrum Antiseptic Ointment (Antinflammatory+ Antibacterial + Antifungal)	2,000 Nos.	
14	Prochlorperazine 5 mg (Stemetil)	3,000 Nos.	
15	Losartan 50 Tab. / Amlodipine 5 mg	10,000 Nos.	
16	Silver Sulfadiazine Cream 15 gm.	2,000 Nos.	
17	Multi-Vitamin Tab.	10,000 Nos.	
18	(i) DNS (500 ml)	2,000 Nos.	
	(ii) RL (500 ml)	3,000 Nos.	
	(iii) 10% Invert Siline	500 Nos.	
	(iv) 5% PD	2,000 Nos.	
	(v) N/S (500 ml)	500 Nos.	
19	Domperidone tab 10 mg	500 Nos.	
20	Inj. Dexamethasone 2 CC	1,000 Ampoules	
21	Inj. Diclofenac 1 CC	10,000 Ampoules	
22	Inj. Hyoscine Butylbromide (Buscopan) 1 ml	2,000 Ampoules	
23	Inj. Deriphylline 2 ml	500 Ampoules	
24	Inj. Pantoprazole	1,000 Vial	
25	Inj. Ondansetron 2 ml	500 Ampoules	
26	Tricholine citrate syrup 100 ml (Sorbiline)	5,000 Nos.	

Surgical items for the Year 2019-20

Sl. No.	Name of Surgical item	Specification	Quantity	Quoted Rate
1	I.V. Set	* Sterilized * ISO Certified * GMP Certified * Needle Size : 0.8 mm x 40 mm	25,000 Nos.	
2	Cotton 500 gm.	* Weight : 500 gms Nett. * Absorbent Cotton wool I.P * Export quality * Rolled properly * Plastic Packed suitably to avoid damage	10,000 Nos.	
3	Rectified Spirit 450 ml	* Packing : 450 ml Bottle * Purity	1,000 Nos.	
4	Dressing Pad (Surgipad) 10 cm X 10 Cm	10 cm X 10 cm	10,000 Nos.	
5	Syringe 2 C.C.	* Hypodermic Syringe with Needle * Single use * Sterile * ISI Marked.	20,000 Nos.	
6	Syringe 5 C.C.	* Hypodermic Syringe with Needle * Single use * Sterile * ISI Marked.	20,000 Nos.	
7	Povidone iodine 500 ml packing		1,000 Nos.	
8	Sol (Hydrogen Peroxide) 500 ml		500 Nos.	
9	Roll Bandage	Size 4"	10,000 Nos.	
	Roll Bandage	Size 6"	10,000 Nos.	
10	Adhesive plaster	Size 3"	1,000 Nos.	
	Adhesive plaster / Band-aid (Water proof)	Size 4"	1,000 Nos.	
11	Suturing Material (Silk) 2-0		200 Nos.	