



GOVERNMENT OF ANDHRA PRADESH

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Web site: <https://tender.apecurement.gov.in>

TENDER DOCUMENT (e – Procurement)

FOR

PROCUREMENT OF PRESCRIBED BRANDED DRUGS

(Rate Contract 2019-22)

Tender Notice No. : 40 (19-20)/APMSIDC/Medicine Wing/2019-22, Dt: 27.06.2019.

Implementing Agency:

ANDHRA PRADESH MEDICAL SERVICES & INFRASTRUCTURE

DEVELOPMENT CORPORATION (APMSIDC)

(Formerly APMHIDC)

(AN ENTERPRISE OF GOVT. OF A.P.)

II Floor, Plot No.9 Survey No.39, IT Park, Mangalagiri, Guntur District, A.P.

GENERAL CONDITIONS
For
PROCUREMENT OF PRESCRIBED BRANDED DRUGS

1. Bids are invited on the e-procurement platform from the eligible Medical Distributors / Dealers / Agencies / Wholesalers / Retailers to supply of prescribed branded Drugs on daily basis for eligible beneficiaries at Civil dispensaries, A.P. Secretariat, Velagapudi and Gollapudi , Vijayawada without substituting the brand of Drugs (prescribed drugs by the Medical Officers concerned as mentioned above in purchase order.) for **2019-22** The details of bidding conditions and other terms can be downloaded from the electronic procurement platform of Government of Andhra Pradesh i.e., <https://tender.approcurement.gov.in>.
2. a) Only firms having **valid licences in specified forms (Form 20, 20- B,21,21-B and 21-C) for various categories of allopathic drugs issued by the Drugs Control Authority of the state under the provisions of Drugs and Cosmetics Act,1940.**
 - b) The bidders should have a minimum annual turnover during last three years (2015-16, 2016-17 and 2017-18) of **Rs.1 crore** .The evidence of turnover should be supported by a Certificate from Chartered Account.
 - c) The firm should have experience in supplying medicines to any of the Government or Public Sector units.
3. **The Tenderers who participate in the tender should upload the following scanned Certificates Online.**
 - i) Tender Processing Fee of Rs.5,625/- in the shape of Bank Draft drawn in Favour of Managing Director, APMSIDC, Mangalagiri (Scanned Copy)
 - ii) All the participating bidders have to electronically pay a non-refundable transaction fee to M/s APTS, the service provider through “Payment Gateway Service on e-Procurement platform”, as per the Government Orders placed on the e-procurement website.
 - iii) Valid licenses in Form **20, 20- B,21,21-B and 21-C**
 - iv) Annual turnover certificate (Consolidated report) issued by Chartered Accountant
 - v) The Earnest Money Deposit (EMD) is Rs.5.00 lakhs. The Earnest Money Deposit may be paid in the form of Demand Draft drawn in favour of the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation, Mangalagiri along with bids.

- vi) Non Conviction Certificate issued by The Director DCA that the firm has not been convicted for the last 3 years issued on or after 01.01.2019.
- vii) Notarized affidavit declaring that the firm has not been convicted from the date of issue of Non Conviction certificate issued by the DCA to till the submission of bid Document / Participation in the bid. If stand as successful bidder we will submit NCC issued by the Director DCA to this effect.
- viii) Authorization of a senior responsible Person of the company with Authority to transact business.
- ix) Declaration form with details of firm contact number, E-Mail ID and address (as per license) should be enclosed both online and offline.

4. The Participant Bidders have to submit their bids online at <https://tender.apecurement.gov.in>

5. The Bidders have to scan the above particulars and submit online at <https://tender.apecurement.gov.in> on **30.07.2019 by 5.00 P.M.** Indian Standard Time(IST).

6. All the bidders should quote the Uniform discount offered on all Drugs in percentage only.

7. The Firm should have had a minimum turnover of Rs.1.00 Crores in the past three years i.e., 2015-16, 2016-17 and 2017-18.

8. Details of the Tenders Scheduled are as follows:

i. Downloading of tender document: From **15.07.2019** to **30.07.2019 upto 12.00 Noon.**

ii. Bid submission closing date: **30.07.2019 by 5.00 P.M.**

iii. Time and date of opening of technical bids: **30.07.2019 by 5.01 P.M.**

iv. Pre bid Meeting on **19.07.2019 at 11:00 AM** in the Conference Hall
O/o The Commissioner of A.P.Vaidya Vidhana Parishad, Gollapudi,
Vijayawada

(The Bidders shall submit their queries regarding tender on or before **1:00 PM of 18.07.2019** to the Mail ID: **tenders.apmsidc@gmail.com**

The details of tender conditions are attached for guidance for quoting the rate.

Note:1) DD's in respect of Tender Fee and Earnest Money Deposit (EMD) should reach Physically to APMSIDC on or before **31.07.2019, 3 PM**. Cover should be superscribed with Tender Notice Number.

2) The bidders shall submit required documents asked by the APMSIDC only in online and offline.

A.P MEDICAL SERVICES AND INFRASTRUCTURE DEVELOPMENT CORPN.
(An Enterprise of Govt. of Andhra Pradesh)

II Floor,Plot No.9 Survey No.39,IT Park, Mangalagiri, Guntur District, A.P

NAME OF THE WORK : Supply of PRESCRIBED BRANDED
DRUGS.

On line submission of Technical Bid and Financial Bid **upto 5.00 P.M**
on 30.07.2019

DATE & TIME OF OPENING OF TECHNICAL BID : 30.07.2019 by 5.01 P.M

1. Tenders must be received on electronic platform not later than the time and date specified in the invitation for Tenders. In the event of the specified date for submission of Tenders being declared as a holiday for the purchaser the Tenders will be received upto the appointed time on the next working day.
2. The purchaser may at its discretion extend this deadline for submission of Tenders by amending the Tender document in which case all rights and obligations of the purchaser and tenderers previously subject to the original deadline will then be subject to be the new deadline.

OFFICER INVITING TENDERS : Managing Director, APMSIDC,
Mangalagiri, A.P.

Instructions to Bidders

CONTENT OF TENDER DOCUMENT:

The Medicines required, tender procedure and contract terms are prescribed in the Tender Document.

- a) Instructions to Bidders
- b) General Conditions
- c) Conditions of Contract
- d) Instructions to the Medical Officers
- e) Check List
- f) Annexures - A to E

The Bidder is expected to examine all the instructions, forms, terms and conditions of the tender. Failure to furnish all information specified in the Tender Document or submission of tender not substantially responsible to the Tender Document in every aspect will be at the bidders' risk and may result in rejection of Tender.

1. SCOPE OF WORK

To supply drugs to the eligible beneficiaries only whenever necessary as per the indent to be given by the Superintendents of Civil Dispensary, AP Secretariat, Velagapudi and Civil Dispensary Gollapudi, Vijayawada in Purchase order for a period of one year.

2. ELIGIBILITY

1. The chemist should hold valid licenses in specified forms (Form 20, 20-B, 21, 21-B and 21-C) for various categories of allopathic drugs issued by the Drug Control Authority of the State under the provisions of Drugs and Cosmetics Act, 1940.
2. Non conviction certificate issued by the Director DCA, A.P.on or after 31.08.2018 stating that the firm has not been convicted for the last three years under the acts implemented by DCA.
- 3.The annual turnover of the bidder (chemist) should be at least Rs. 1.00 Crore (Rupees One Crore Only) in the last three financial years. The bidder should submit the documentary evidence like Profit & Loss A/ c, audited Balance Sheet in support of their claim.
4. An Affidavit to the effect that the chemist shops / establishment is situated within **Vijayawada/ Guntur 30 Kms** distance by shortest motor able route from any of the above said dispensaries.
5. Sales Tax /VAT registration and clearance certificate for the last three years from the concerned Commercial Tax Officer.

3. COST OF BIDDING

The prospective bidders shall bear all the costs associated with the preparation and submission of its bid. Managing Director Andhra Pradesh Medical Services and Infrastructure Development Corporation, Mangalagiri, in no case will be responsible or liable for these costs, regardless of conduct or outcome of bidding process.

4. BIDDING PROCEDURE

The bidder should submit his Bid in a sealed envelope as mentioned below:

Envelope "Technical Bid Envelope"

Containing:-

(a).Earnest Money Deposit

The bidder is required to submit a Demand Draft of Rs. 5,00,000/- (Rupees Five Lakhs only) drawn in favour of "**The** Managing Director Andhra Pradesh Medical Services and Infrastructure Development Corporation" as Earnest Money Deposit.

Quotations made without Earnest Money Deposit will be rejected. The Demand Draft should be issued by any Nationalized Bank. Unsuccessful Bidder's earnest money deposit will be discharged / returned within 30 days after the expiry of the period of tender offer validity prescribed by the M.D.APMSIDC Mangalagiri. The successful Bidder's earnest money deposit will be discharged upon the Bidder executing the Contract and furnishing the performance security. The earnest money deposit will be forfeited if a Bidder withdraw its tender during the period of bid validity or in case of a successful Bidder, if the Bidder fails to:

- I. To sign the contract in accordance with the terms and conditions.
- II.To furnish the performance security as specified in the terms and conditions.

- b)** DD of Rs. 5625/ - towards Tender processing fee.
- c).** Non conviction certificate issued on or after 01.01.2019 by the Director, DCA of A.P stating that the firm has not been convicted for the last three years under the acts implemented by DCA.
- d)** Notarized affidavit declaring that the firm has not been convicted from the date of issue of Non Conviction certificate issued by the DCA to till the submission of bid Document / Participation in the bid. If stand as successful bidder we will submit NCC issued by the Director, DCA to this effect.

- e) True photo copies of valid drug licenses in specified forms for various categories of allopathic drugs issued by the Drug Control Authority of the State of A.P under the provisions of Drugs and Cosmetics Act, 1940 and Rules of 1945.
- f) Declaration of bidder as per **Annexure - A**.
- g) Letter of Authority as per **Annexure - B**.
- h) (1).The turnover of the bidder should be at least Rs.1.00 Crore (Rupees One Crore only) in the last three financial years. The bidder must submit the documentary evidence like Profit & Loss Accounts, audited Balance Sheet in support of their claim (**Annexure - C**).
- (2). **List of Groups as per Annexure- C**
- i) Warranty letter as per **Annexure - D**.
- j) Certificate of Undertaking as per enclosed Proforma **Annexure -E**.
- k) An Affidavit to the effect that the chemist shop / establishment is situated within **30 kms distance** by shortest Motorable route from the dispensary at A.P.Secretariat, Velagapudi..
- l) Copy of the Partnership Deed if any if it is a Partnership concern.
- m) A copy of PAN allotted to the firm.
- n) Sales Tax /VAT registration and clearance certificate for the last three years issued by the Commercial Tax Officer concerned.
- o) Bank A/C details - A/C Number, Type of A/C, Bank's name and Address proof of the firm to facilitate the payment.

All Technical bid documents should be submitted in the above sequence along with Index chart and Page numbers. Tenders not containing the above documents are liable to be rejected.

Commercial Bid i.e the discount offered should be entered only on e-procurement website.

5. SIGNING OF BIDS.

- (a) The Bid is liable to be rejected, if the required information / documents have not been furnished as asked for in the schedule of the Bid.

(b) Individual signing the Bid or other documents attached to the bid must specify whether he signs as:

- 1) A sole proprietor of the firm or constituted attorney of such proprietor (with proof).
- 2) A partner of the firm, if it is a partnership firm and in this case he must have a clear legal authority to sign, answer and admit to refer disputes to arbitration.
- 3) Constituted attorney, if it is a company.
- 4) Any information found as wrong will be dealt with severely and liable for disqualification.

Note

(a) In case of (2) above, a copy of the Partnership Deed, General Power of Attorney duly attested by a Notary and an Affidavit on a stamp paper to the effect that all the partners admit execution of the partnership and authority of the General Power of Attorney to be furnished.

(b) In case of partnership firm, where no authority to refer disputes concerning the business or the partnership has been conferred on any such partner, the Bid and all other related documents must be signed by every partner of the firm.

(c) A person signing the Bid form or any documents forming a part of the bid on behalf of another shall be deemed under warranty that he has authority to bind himself with such other person. On enquiry, if it appears that the person so signing has no authority to do so, the purchaser without prejudice to other Civil and Criminal remedies can cancel the contract and hold the signatory responsible for all costs and conveyances arising there of.

6. SEALING OF BIDS

The Technical Bid shall be sealed and shall clearly indicate "**Envelope - Technical Bid**". The sealed envelope shall be addressed to the Managing Director, APMSIDC.

7. ESSENTIAL PRECAUTIONS WHILE SUBMITTING THE BIDS

The prospective Bidder chemist shall ensure that:-

- a. No correction or overwriting is left unattested in the bid.
- b. All pages and pasted slips are signed by the bidder and serially numbered.
- c. **Each page of the Bid should be signed by the bidder.**

8. SUBMISSION OF BIDS

(i) The Bidders shall submit the Bid documents on e-procurement platform only and submit the offline documents to the Managing Director, APMSIDC in a Sealed Cover.

(ii) Any conditional Bid will not be accepted.

9. PRICING

The bidder should quote uniform discount on retail price printed on Strip / Bottle / Unit pack in percentage term in respect of all items of supplies to be made under the agreement. It should be noted that any Taxes / VAT / Levy / Cess / Octroi etc. will not be paid by the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation and will only pay the retail price printed on items, minus the discount agreed upon. The quoted offer shall remain valid for the entire period of contract.

10. INSPECTIONS OF BIDDERS PREMISES

If the Technical Bid is found to be correct on the basis of the documents mentioned in the technical bid, the Bidders premises will be inspected by a team of authorized officers to verify the documents and to see that the availability of stock of medicines etc. before opening the Commercial Price Bid. In case, the team is not satisfied with the genuine / veracity of the claims of the bidder, the Commercial Price Bid of the concerned bidder will not be opened.

11. OPENING OF BIDS

The Online and Offline documents shall be subjected to the Technical Evaluation and only the successful bidders who fulfill the eligibility criteria and qualify for consideration on the basis of the Technical Bid opened and after inspecting the premises of the Bidder and also after submission of report by the inspecting team and commercial bid shall be opened.

SECTION – II
General Conditions

1. SUPPLY OF MEDICINES

1.1 Only Allopathic Medicines should be supplied. Sufficient stock of standard quality of medicines at all times will have to be maintained by the supplier, to avoid inconvenience to the beneficiaries.

1.2 In case of failure or refusal on supplier's part to supply the medicines to the purchaser/beneficiaries within the time, apart from the fine of Rs.500/- as prescribed in clause 6, any extra cost involved in arranging supply from alternative source will be recovered from the supplier.

1.3 The supplier will indicate batch number, name of manufacturer, date of expiry in the indents at the time of supplying the drug to the concerned Dispensaries.

1.4 In case of indent for specific brand of medicines, the same shall not be substituted. If any such case is noticed during subsequent scrutiny after or before the payment, then supplier will be penalized for Rs.1,000 / - + cost of the specific brand of medicines for each such default.

1.5 Indented medicines for the beneficiaries should be supplied in individual packets as per the indents made by the Medical Officers concerned.

2. LIFE PERIOD OF MEDICINES

Every medicine has its own shelf life period mentioned on the label of medicine. The shelf life of article supplied should not have passed more than half of its shelf life at the time of supply.

3. 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 / drug on any particular day.

4. COLLECTION OF PRESCRIPTION FOR SUPPLY

The Authorized Chemist or his representative should collect Indent on the basis of which supplies are to be made from the unit allotted at the closing hours of dispensary on every working day.

5. 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 honored in

accordance with the terms of contract even though the last date of the contract may have expired on the date of supply of articles

6. DELIVERY OF SUPPLIES:

The delivery of supplies in full will be made on the next working day by 10.30 am (or) at the opening hours of dispensary, whichever is earlier, at the premises of the dispensaries indenting the supplies. In the event of non-supply of indented medicines in time as aforesaid, Rs. 500/- will be deducted from the bill of the Chemists for each delay.

7. SUBMISSION OF BILLS.

The Bills in original and duplicate should be submitted along with the purchase order spiral binding separately to the Medical Officers concerned on monthly basis. A soft copy (CD) and hard copy should be prepared containing the entire bills (monthly & annually) and submitted to the Medical Officers concerned at the end of each month and also at the end of the financial year.

8. ITEMS REQUIRED IN EMERGENCY

When an emergency arises outside the working hours of the dispensary or on holidays and if the supplier fails to provide medicines in such circumstances, the Authorized Medical Attendant in the Dispensary may procure the items as required from the open market. The Authorized Chemist will be liable to reimburse in full on the spot, the amount incurred by the respective Authorized Medical Attendant on production of Cash Memo, duly certified by the Medical Officer of the dispensary concerned.

SECTION-III

Conditions of Contract

1. PERIOD OF VALIDITY OF BIDS

The Bids shall be valid for acceptance for 180 days (Ninety Days) after the date of bid opening as prescribed by the MD APMSIDC.

2. PERIOD OF CONTRACT

The period of the contract shall be for a period of 36 months from the date of the entering to the contract. However, on receipt of orders from Government / Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation if any the contract may be terminated

3. RIGHT TO ACCEPT / REJECT ANY BID

The Managing Director Andhra Pradesh Medical Services and Infrastructure Development Corporation reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time without

giving any prior notice to this effect and subject to orders received if any from the government.

4. EVALUATION OF BIDS

- 4.1 **The Technical Bid** will be evaluated on the basis of the documents submitted by the chemist as per Check List and those who qualify in the same, their business premises will be inspected by the Committee of Officers constituted for the purpose and after submission of the report of the committee, the Commercial Price Bids of eligible bidders only will be opened.
- 4.2 **The Commercial Price Bid** will be evaluated on the basis of maximum discount offered by the authorized Chemist on the maximum retail price printed on Strips / Bottle / Unit pack in terms of percentage in respect of all supplies to be made under the agreement.
- 4.3 If the highest discount offered is same by two or more bidders, those bidders would be asked to submit fresh price bids and the bidder offering the highest discount amongst these bidders will be considered for awarding the contract. Even after this opportunity, if the stalemate continues, fresh tenders will be invited.

5. PERFORMANCE SECURITY DEPOSIT:

The successful bidder will have to furnish a Performance Security Deposit for an amount of Rs. 3,50,000 (Rupees Three Lakhs Fifty Thousand Only) per each dispensary separately in the form of Demand Draft issued by any Nationalized Bank drawn in favour of the Managing Director Andhra Pradesh Medical Services and Infrastructure Development Corporation

No claim shall be made against the Managing Director Andhra Pradesh Medical Services and Infrastructure Development Corporation in respect of interest if any due on the Performance Security.

6. CORRUPT OR FRAUDULENT PRACTICES

6.1 The Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation, requires that the Bidder/suppliers/contractors under his bid, observe the highest standards of ethics during the procurement and execution of such contracts.

6.2 In pursuance of this policy, the terms are set forth as follows:

- a) "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the procurement process or in contract execution; and

- b) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or an execution of a contract to the detriment of the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation Vijayawada, and includes collusive practice among Bidder (prior to 'or after bid submission) designed to establish bid 'prices at artificial non-competitive levels and to deprive the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation of the benefits of the free and open competition.

6.3 The Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation ,will reject a proposal for award if it is found that the Service Provider recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

6.4 Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation ,will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time found that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.

7. PENALTIES

7.1 In case of indent for specific brand of medicines, the same shall not be substituted. If any such case is noticed during subsequent scrutiny after or before the payment, then supplier will be penalized for Rs. 1,000 / - + cost of the specific brand of medicines for each such default.

7.2 The delivery of supplies in full will be made on the next working day by 10.30 a.m. or at the opening hours of dispensary, whichever is earlier, at the premises of the dispensaries indenting the supplies. In the event of non-supply of indented medicines in time as aforesaid, Rs. 500/- will be deducted from the bill of the Chemists for each delay.

8. TERMINATION FOR DEFAULT

The Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation 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 obligation/(s), under the Contract.
- c. If the bidder, in the decision of the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- d. If there is any change in Government policy.

9. FORFEITURE OF THE PERFORMANCE SECURITY

The amount of Performance Security shall be liable to be forfeited if the medicines supplied by the authorized Chemist against the indents placed on them in pursuance of this contract are subsequently found as having been stolen from anywhere or not conforming to quality,. The performance Security shall also be forfeited on the following grounds:-

- i) If the authorized chemist fails to adhere to the terms of the contract.
- ii) Refuses to follow the contract performance
- iii) Supplies any sub-standard or spurious drugs.
- iv) Stops the supplies without 90 days advance notice.

FOREFEITURE OF EMD : The EMD shall be forfeited if the bidder withdraw their bid during the tender process/Evaluation of the bid. The same shall be forfeited if the successful bidder fails to enter into agreement within the stipulated period after receipt of communication about acceptance of bid from APMSIDC.

10. WARRANTY

The Bidder shall furnish along with the Bid a Warranty on its letter pad duly signed by authorized signatory affixing firm's rubber stamp as per Annexure - D.

11. RESERVATION RIGHT FOR APPOINTMENT OF MORE CHEMISTS FOR EACH DISPENSARIES.

The Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation reserves the right to appoint substitute authorized chemist for each unit in case of defaulting of the selected bidder/(s).

12. RIGHT OF ACCEPTANCE

The Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation doesn't pledge himself to accept the highest discount offering Bid or any Bid and reserves to himself the right of accepting the whole or any part of the Bid and Bidder shall supply the medicines at the rate quoted.

13. NOTIFICATION OF ACCEPTANCE OF BID

The Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation will communicate acceptance of the bid through a letter.

14. AGREEMENT:

The Successful bidder shall execute contract agreement with the MD, APMSIDC for supply of Prescribed Branded Drugs during the contract period. If the bidders fails to execute the agreement the EMD shall stand forfeited.

15. PAYMENT

The authorized chemist shall claim payments monthly. Payments of the bills presented will normally be arranged at the earliest possible time from the date of presentation of the proper bill. However, the contractor shall make no claim from the authority, in respect of interest or damages, in case the payment is delayed for any reasons.

16. ARBITRATION

The contract is based on mutual trust and confidence. Both the parties agree to carry out the assignment in good faith. If any dispute or difference of any kind whatsoever (the decision whereof is not herein otherwise provided for) shall arise between **the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation** and the Bidder in connection with or arising out of the Contract during the contract period or completion and before or after the termination, abandonment or breach of the contract, shall be referred to and settled by the **Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation** who shall within a period of "sixty" days give written award of his decision to the Bidder. The- decision of the **Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation** will be final and binding.

17. CERTIFICATE OF UNDERTAKING

As per Performa Annexure –E

18. NOTICES

18.1 Any notice given by one party to the other pursuant to this Contract shall be sent to other party in writing by facsimile and confirmed by original copy by post to the other Party's address as below.

1) The **Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation, Mangalagiri.**

2) Bidder*: _____

17.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

Check List

Procurement of Drugs for VIPs at Civil Dispensaries ,A.P Secretariat Velagapudi and Gollapudi Vijayawada.

The following documents are to be submitted along with the Technical Bid of Tender Document

- 1)** The Earnest Money Deposit for an amount of Rs. 5,00,000/- (Rupees Five Lakhs Only) in the form of Demand Draft/ Bankers Cheque drawn on any Nationalised Bank drawn in favour of the Managing Director Andhra Pradesh Medical Services and Infrastructure Development Corporation, Mangalagiri.

- 2)** Demand Draft for Rs. 5625/- as Tender processing fees (Nonrefundable) drawn in favour of the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation, Mangalagiri in the form of Demand Draft drawn on any Nationalized Bank.

- 3)** Non conviction certificate issued on or after **01.01.2019** by the Director DCA, A.P stating that the firm has not been convicted for the last three years under the acts implemented by DCA.

- 4)** Notarized affidavit declaring that the firm has not been convicted from the date of issue of Non Conviction certificate issued by the DCA to till the submission of bid Document / Participation in the bid. If stand as successful bidder we will submit NCC issued by the Director DCA to this effect

- 5)** True photo copies of valid drug licenses in specified forms for various categories of allopathic drugs issued by the Drug Control Authority of the State under the provisions of Drugs and Cosmetics Act, 1940.

- 6)** Affidavit to the effect that the chemist Shop / establishment is situated within **30 kms distance** by shortest Motorable route from the dispensary at A.P.Secretariat, Velagapudi..

- 7)** Copy of the Partnership Deed if it is a Partnership concern.

- 8)** A copy of PAN allotted to the firm.

- 9)** Sales Tax registration and clearance certificate for the last three years from the concerned Commercial Tax Officer.

- 10)** Bank A/c details – A/c Number, Type of A/e, Bank's name and Address proof of the firm to facilitate the payment.

11) Declaration of bidder as per Annexure - A.

12) Letter of Authority as per Annexure – B

13) (a). The turnover of the bidder should be at least Rs. 1.00 Crore (Rupees One Crore only) in the last three financial years. The bidder must submit the documentary evidence like Profit & Loss A/c, audited Balance Sheet in support of their claim (Annexure - C).

(b) List of Groups as per Annexure- C

14) Warranty letter as per Annexure - D.

15) Declaration of the Bidder (Annexure - E).

All Technical bid documents should be submitted in the above sequence along with Index chart and Page numbers.

Note: Tenders not containing the above particulars are liable to be rejected

Annexure – A

**Procurement of Drugs for VIPs at Civil Dispensaries A.P Secretariat,
Velgapudi, APVVP Gollapudi, Vijayawada.**

Declaration of Bidder

To
Managing Director,
APMSIDC,
Mangalagiri.

Dear Sir,

- 1) I / We hereby offer to supply medicines/Drugs to dispensaries A.P Secretariat, Velgapudi and Gollapudi, Vijayawada as indicated in the Bid notice in the acceptance of Bid at the rate given in Price Bid attached and agree to hold this offer open till 90 days.
- 2) I / we shall be bound by a communication of acceptance dispatched within the due date/ time.
- 3). I / we have understood the instructions to the bidders and conditions of contract and accept them.
- 4) I / we am / are fully aware of the nature of stores required and my / our offer is to supply stores strictly in accordance with the requirements.
- 5) I / we agree to arrange supplies in accordance with the nomenclature, specifications and packages given in the local purchase indents.
- 6) I / we agree that the supply of aforesaid will comply with provisions of Drugs & Cosmetics Act, 1940 and rules made hereunder.
- 7) I / we agree to abide by the Conditions of Contract and other instructions.
- 8). I / we enclose the Documents as per Annexure - 1.

SIGNATURE OF WITNESS

ADDRESS

1.

2.

SIGNATURE OF BIDDER

ADDRESS:

Annexure – B

Letter of Authority

(to be signed by the Head of the firm)

Procurement of Drugs for VIPs at Civil Dispensaries A.P Secretariat, Velgapudi, APVVP Gollapudi, Vijayawada.

Shri_____ working as _____in
(Name of the chemist shop)_____has been
authorized to sign the tender documents for the supply of drugs to
dispensaries A.P Secretariat, Velagapudi and Gollapudi, Vijayawada on our
behalf. He is also authorized to take decisions whatever is necessary in
connection with this tender.

The specimen signature of Shri_____are given below
duly attested by us.

Specimen Signature of Shri_____

Attested by (Name of the Chemist shop with stamp)

Annexure – C

Procurement of Drugs for VIPs at Civil Dispensaries A.P Secretariat, Velgapudi, APVVP Gollapudi, Vijayawada.

Financial Capability of the Bidder (to be submitted by the bidder)

Name of Bidder: _____

| | | 2015-16 | 2016-2017 | 2017-18 |
|----|---|---------|-----------|---------|
| 1 | Paid up Equity | | | |
| 2 | Reserves | | | |
| 3 | Revaluation Reserves & Special. Reserves if any | | | |
| 4 | Miscellaneous Expenditure not Written off | | | |
| 5 | Profits after Tax | | | |
| 6 | Depreciation | | | |
| 7 | Non Cash Expenditures (other than depreciation) | | | |
| 8 | Net Worth = (Paid up equity + Reserves) - (Revaluation Reserves+ Miscellaneous Expenditure not Written Off) | | | |
| 9 | Net Cash Accruals = Profit After Tax + Depreciation + other non-cash expenditure | | | |
| 10 | Average Net worth | | | |
| 11 | Average Net Cash Accruals | | | |

NOTE:-This information should be extracted from the Annual Financial Statement / Balance Sheet, which should be enclosed, and this response sheet shall be certified by the Statutory Auditor of the Bidder. "Other Non-Cash Expenditure" items (S.No.7) should be individually mentioned along with corresponding amounts. The Bidder should provide the Financial Capability of its own. Financial Capability of the Applicant's parent company or its subsidiary will not be considered.

Annexure – D

Procurement of Drugs for VIPs at Civil Dispensaries A.P Secretariat, Velgapudi, APVVP Gollapudi, Vijayawada.

WARRANTY

"The _____(Name of the Authorized Chemist) do hereby declare that the medicines supplied under this contract shall be of the standard quality and in accordance with the specification as indented and if the articles are found not conforming to the description or the standard quality as aforesaid has deteriorated (the decision of the) Commissioner, A.P.Vaidya Vidhana Parishad on that behalf will be final and conclusive), the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation in that behalf will be entitled to reject the said articles or sub portion whereof as may be found not conforming to the said description and quality on such rejection such articles or such part thereof as the Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation may decide will be replaced forthwith failing which the Authorized Chemist will have committed a breach of contract and be liable to pay such damages as may arise by reason or breach of the conditions of the contract or otherwise. Chemists shall not substitute the medicines written in the indent. If any such case is noticed then chemist will be penalized for Rs. 1, 000/ - + cost of specific brand of medicines”.

(Signature of the Bidder with Seal)

Date_____

Place_____

Annexure – E

Procurement of Drugs for VIPs at Civil Dispensaries A.P Secretariat, Velgapudi, APVVP Gollapudi, Vijayawada.

CERTIFICATE OF UNDERTAKING

(To be signed by head of the Firm or authorized signatory)

1. It is certified that the particulars mentioned in the Tender document are correct.
2. That if any information is found to be untrue, the chemist will be liable for de-panelment by Managing Director, Andhra Pradesh Medical Services and Infrastructure Development Corporation and pay the compensation for any financial loss caused to Managing Director , APMSIDC, Mangalagiri or physical injuries caused to its beneficiaries besides filing a criminal case and Civil Suit.
3. That the discount quoted is valid for 36 months from the date of signing of Contract Agreement.
4. That the Establishment is situated within **30 kms distance** by shortest Motorable route from the dispensary at A.P.Secretariat, Velagapudi.
5. That the provisions of the Conditions of Contract will be fully complied.

Signature
Head of the Firm / Authorized Signatory