

# ***Baba Farid University of Health Sciences, Faridkot***

***E-TENDER NOTICE FOR signing Rate Contract  
for supply of Drugs and Surgical material***

## **E-Tender Form**

**(E-Tender enquiry for signing Rate Contract  
for supply of Drugs & Surgical material in the various Departments at Guru Gobind  
Singh Medical College & Hospital, Faridkot)**

Tender Notification No :	<b>The tender notification number will be allotted by the portal automatically</b>
Tender Notification Date:	<b>01.09.2022</b>
Requirement	E-Tender notice for signing rate contract for two years for supply of Drugs and Surgical material in various departments at Guru Gobind Singh Medical College & Hospital, Faridkot.
Cost of the tender document:-	Rs.2360/- (Non-refundable) to be deposited through Online Mode Only in favor of Registrar, Baba Farid University of Health Sciences, Faridkot.
Tender Processing Fee	To be charged by Govt. of Punjab as per its norms. (Non- refundable)
Earnest Money Deposit (EMD)	Rs. 50,000/- (Rupees fifty thousand only) (Refundable to the Non-successful bidders, without any type of interest or other charges) in shape of demand draft in favour of " <b>Principal, Guru Gobind Singh Medical College</b> " payable at Faridkot. However, it will be converted into Performance security in case of successful tenderer and will be returned after successful completion of the warranty period.
Date of start of downloading of tender documents	<b>Immediate</b> from the website of the Punjab Government i.e. <a href="https://eproc.punjab.gov.in">https://eproc.punjab.gov.in</a>
Website for downloading of the tender document:-	<a href="https://eproc.punjab.gov.in">https://eproc.punjab.gov.in</a> However, the details may also be obtained from the University website i.e. <a href="http://www.bfuhs.ac.in">www.bfuhs.ac.in</a> and college website <a href="http://www.ggsmch.org">www.ggsmch.org</a>
Last date for downloading of the tender document:-	<b>06.10.2022 up to 12.30 pm</b>
Last date & time for uploading of the tender documents:-	<b>06.10.2022 up to 1.30 pm (through online mode only)</b>
Date of opening of the Technical Bids	By the next day from the last date of submission of tenders (by 5:00 p.m.) on the e- procurement portal of the Govt. of Punjab in , Baba Farid University of Health Sciences, Faridkot
Date, time and venue for opening of the Price Bids	<b>Only technically qualified bidders</b> on the e- procurement portal of the Govt. of Punjab in UPFD, Baba Farid University of Health Sciences, Faridkot
Who can be contacted for obtaining more information about the tender.	Principal, Guru Gobind Singh Medical College & Hospital, Sadiq Road, Faridkot. Phone:- 01639-251111, Mob:98773-65600, 9465513138 E-mail: <a href="mailto:procurement@ggsmch.org">procurement@ggsmch.org</a> and <a href="mailto:ggsmc@punjab.gov.in">ggsmc@punjab.gov.in</a> (on all working days from 9.00 a.m. to 5.00 p.m.)

# ***Baba Farid University of Health Sciences, Faridkot***

***E-TENDER NOTICE FOR signing Rate Contract  
for supply of Drugs and Surgical material***

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## **NOTICE INVITING E-TENDER**

**E-Tenders** are invited on or before **06.10.2022** from manufacturers or their authorized agents/distributors **for signing Rate Contract for two years for supply of Drugs and Surgical material as per Scope of supply in the various departments** at Guru Gobind Singh Medical College & Hospital, Faridkot. The tender document containing detailed terms & conditions may be downloaded from the E-procurement website of the Punjab Government i.e. <https://eproc.punjab.gov.in> and its detail may also be seen at the University website [www.bfuhs.ac.in](http://www.bfuhs.ac.in) and college website [www.ggsmch.org](http://www.ggsmch.org)

### **TERMS AND CONDITIONS:-**

1. **THE TENDER must be submitted online on or before the last date/ time of the submission of tender.**
2. The Tender processing fee should be submitted through Net Banking/Credit card/Online mode only and as per Punjab Govt.
3. The **tenders will be opened online** By the next day from the last date of submission of tenders (by 5:00 p.m.) on the e- procurement portal of the Govt. of Punjab in , Baba Farid University of Health Sciences, Faridkot on the website i.e. <https://eproc.punjab.gov.in> at the, Baba Farid University of Health Sciences, Faridkot. The bidder(s) shall be at liberty to be present, in person or through their authorized representative(s) at the time of opening of the tender as specified in the Tender Notice. In case the authorized representatives are to be present, they must furnish the authority letter from the bidder (s), on whose behalf they are representing otherwise they will not be allowed to participate in the process of opening of tender.
4. **The Price bids of technically qualified bidders will be opened** on the website i.e. <https://eproc.punjab.gov.in>. in the University Procurement & Facility Department (UPFD), Baba Farid University of Health Sciences, Faridkot. In case of any change of date and time it will be notified to the technically qualified bidders through E-mail/telephone.
5. The Registrar reserves all rights to accept or reject any or all the tenders without assigning any reason.

Registrar

### **INSTRUCTIONS/ GUIDELINES TO THE TENDERERS**

# ***Baba Farid University of Health Sciences, Faridkot***

## ***E-TENDER NOTICE FOR signing Rate Contract for supply of Drugs and Surgical material***

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1. The bidder needs to register himself/ herself on <https://eproc.punjab.gov.in> The bidder is also required to obtain Class III digital signature certificates to complete this process.
2. Please download the Tender document from the website of e-procurement of the Govt. of Punjab <https://eproc.punjab.gov.in> Please fill all the relevant blanks on all the pages of the tender document sign along with a stamp/ seal all pages and then a scanned copy of the same may be uploaded on the website at the time of submission of the tender document.
3. **It should be clearly noted that this tender will be accepted through e-tender mode only.** The tenders submitted through offline mode will not be accepted under any circumstances.
4. **Tender Fee** (non-refundable) may be deposited through online mode Only.
5. **Tender Processing Fee: Through online mode only as per prescribed rates of Govt. of Punjab.**
6. **Refundable Earnest Money Deposit (EMD)** of Rs. 50,000/- The Earnest Money Deposit must be submitted through Online mode only in favor of Registrar, Baba Farid University of Health Sciences, Faridkot on or before due date.
7. **Upload** signed copy of *Technical Bid* Compliance Statement (Annexure-I)
8. **Upload** an affidavit regarding Non-Black listing as per proforma given at **Annexure-II** duly attested by an Executive Magistrate or a Notary Public.
9. In case the Bidder is Authorized Supplier/Agency, the Authorization Certificate as per the Format given at **Annexure-‘III’** (duly filled in), **to be uploaded.**
10. In case the Bidder is Authorized Supplier/Agency, an undertaking/certificate issued by their Principal Manufacturer/Supplier that in case dealership/distributorship is withdrawn after supply of the material then the Principal Manufacturer/Supplier will be responsible for supply of the material. (**Annexure – ‘IV’**), **to be uploaded.**
11. **Upload** details of Bank Account for refund of EMD (**Annexure – V**).
12. In addition to this, following **documents are to be uploaded** with Technical Bid:-
  - i) Details of registration as Company /Firm/ Establishment.
  - ii) Certified copy of Valid Drug License (required for items under Drug Act)
  - iii) Certificate regarding **GMP and WHO approved**/certified standard in quality.
  - iv) Certificate of Registration for service Tax/TIN/TAN/PAN/GST.
  - v) A certificate from C.A. regarding Annual Turnover with Balance Sheet for the last 3 (three) financial years i.e. 2018-19, 2019-20 & 2020-21
  - vi) Copy of the IT Returns for three financial years i.e. 2018-19, 2019-20, 2020-2021
15. Price should be quoted and **uploaded** only in Exel Sheet proforma available at the e-procurement portal of the Govt of Punjab.

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# ***Baba Farid University of Health Sciences, Faridkot***

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for supply of Drugs and Surgical material***

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## **SCOPE OF SUPPLY**

To sign Rate Contract for two years for supply of Drugs and Surgical material required in the various departments at Guru Gobind Singh Medical College & Hospital, Faridkot:-

### **LIST OF DRUGS/SURGICAL MATERIAL**

S.No	Name of Item
1.	Codon Set
2.	Hand Foot syndrome Cream-50gm
3.	Central Line
4.	Inj Pottassium Chloride 10ml (Pottassion Chloride 1.5mg/10ml)
5.	Inj. Envas 1.25mg (1.25mg/ml)
6.	Inj. Morphine 10mg/ml
7.	Inj. Pentazocine Lactate 30mg/ml
8.	Laryngoscope Adult with all blade and cell
9.	laryngoscope Neonatal with all blade and cell
10.	Solution Clutaraldehyde2.45% (pack size 5 ltr per cane)
11.	Solution Sodium Hypochlorite 10% (pack size 5 ltr per cane)

Note: - **Brand / Make must be quoted of each item in technical bid, failing, the price bid of the concerned bidder will not be considered.**

**The bidders are advised to upload a declaration, on the letter pad of the company/ firm/ agency duly signed by the authorized person in which the item wise brand name/ make of the company of quoted items must be mentioned.**

# ***Baba Farid University of Health Sciences, Faridkot***

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## **TERMS AND CONDITIONS**

### **FOR SIGNING RATE CONTRACT FOR SUPPLY OF DRUGS AND SURGICAL MATERIAL IN THE VARIOUS DEPARTMENTS AT GGS MEDICAL COLLEGE & HOSPITAL, FARIDKOT**

#### **ELIGIBILITY**

- The sole manufacturers or their authorized agents/distributors may quote their rates.
  - In case of Authorized Supplier/Agency/Distributor, the Authorization Certificate as per the Format given at **Annexure-‘III’** should be attached.
  - In case the Tenderer is authorized dealer/supplier an undertaking/certificate issued by their Principle Manufacturer/Supplier that in case dealership/distributorship is withdrawn after supply then the Principle Manufacturer/Supplier will be responsible for supply of Drugs and Surgical material till the expiry of Rate Contract (**Annexure – ‘IV’**).
1. This institution reserves the right to reject tenders without assigning any reason and increase or decrease the quantity of the articles tendered.
  2. If the supply is not made within the stipulated period then late delivery charges @**2%** will be imposed on the total amount of Supply Order up to delay of **30 days** and thereafter @ **4%** for another **30 days** after which Supply Order will be deemed cancelled & security/earnest money forfeited and company will be black-listed for future.
  3. **Loose supplies/damaged packing/tempered or damaged labeled supplies shall not be accepted under any circumstances.**
  4. In-complete or conditional offers incorporating price variation will not be entertained.
  5. The firm should have been in existence for at- least **three years** and it should have turn of **Rs.50,00,000/- per year**.
  6. The successful bidder shall sign following agreement on judicial paper of Rs.100/- for supply of Drugs and Surgical material for one/two years without increase in rates of material:-

#### **AGREEMENT FOR RATE CONTRACT FOR SUPPLY OF Drugs & Surgical Material**

An agreement made this day \_\_\_\_\_ between Guru Gobind Singh Medical College, Faridkot through its Principal (hereinafter called the **First Party**) on the one part and M/s. \_\_\_\_\_ ( hereinafter called the **Second Party**) on the other.

**WHEREAS** the **First Party** is interested in purchase Drugs & Surgical Material related to the treatment of the patients at GGS Hospital, Faridkot **AND** the **Second Party** is interested to supply the said material to the **First Party** on the following terms & conditions which have been mutually agreed upon by both the parties with free consent and will.

# ***Baba Farid University of Health Sciences, Faridkot***

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1. That the **First Party** will purchase Drugs & Surgical Material from the **Second Party** on the rates agreed rates as per list attached (**Annexure – I**). Annexure – I be read as integral part of this agreement.
2. That the **Second Party** will supply the Drugs & Surgical Material at the agreed rate and within the stipulated time and as specified in the Purchase Order issued by the **First Party**.
3. That the **Second Party** would not at any cost make any substitution of the Drugs & Surgical Material as specified in the **Annexure I**, without the prior written permission of the **First Party**. In case it is found or held that the **Second Party** has made any substitution or has not supplied Drugs & Surgical Material as specified and at the higher rates then it would be considered as breach of the terms & conditions of the agreement and the **First Party** will be at liberty to terminate the contract without any notice or intimation of any type to the **Second Party**.
4. This agreement is being made for a period of two years, which would take effect from the date of signing of this agreement.
5. The material/goods to be supplied by the **Second Party** would be accepted by the **First Party** after complete inspection of the same. If the goods supplied are not up to the mark, the **First Party** is within its right to reject the same.
6. The **Second Party** would deposit a security of Rs.50,000/- (Rupees fifty thousand only) to **First Party** in the shape of a Demand Draft in favour of “Principal, Guru Gobind Singh Medical College & Hospital, Faridkot” which would be refunded after the completion of the present Rate Contract. The security would not be refunded during the continuation of this agreement or in the event if the **Second Party** fails to perform his part of agreement in the manner required by the **First Party**. The **First Party** reserves its right to forfeit the same if the **Second Party** fails to supply the goods as per specifications.
7. If the supply is not made within the stipulated period as mentioned in the Purchase Order by the Second Party then late delivery charges @**2%** will be imposed on the total amount of Supply Order up to delay of **30 days** and thereafter @ **4%** for another **30 days** after which Supply Order will be deemed cancelled & security/earnest money forfeited and company will be black-listed for future.
8. The payment will be made on bill basis after inspection of material by the committee.
9. That in case, the purchased material could not be used by the **First Party** the **Second Party** will be required to take back such material and refund the payment or supply the fresh material.

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10. The **Second Party** shall deliver the material F.O.R. which would be mentioned in purchase orders only for institutional supply issued by the **First Party**.
11. That the articles shall be the exact specified quality, kind description and specification as demanded.
12. That the material should be of long expiry date. Short expiry material will not be accepted and if there is any reaction of the material/drug/consumable due to expired date then the **Second Party** would be responsible for all the consequences thereof.
13. That in case of any query raised by the end user, the **Second Party** will be responsible to deal with the query to the entire satisfaction of the user.
14. The concerned Inspection Committee can reject any or all of the materials supplied without assigning any reason, if in its opinion the materials supplied do not comply with the specifications, quality etc, its decision shall be final and conclusive and the **Second Party** shall not be competent to question such decision. The decision shall be binding on the **Second Party**.

### **15. ARBITRATION**

The agreement/contract shall be deemed to have been made/executed at Faridkot for all purposes. 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 Hospital and the Bidder in connection with or arising out of the Contract, whether during the contract period or completion and whether before or after the termination, abandonment or breach of the contract, settled through arbitration. The decision of arbitrator shall final and binding. Registrar, Baba Farid University of Health Sciences, Faridkot shall be the sole arbitrator.

The venue of such arbitration proceeding shall be at Faridkot and the court in Faridkot alone will have jurisdiction in respect of all proceedings connected there with.

16. **Jurisdiction** – All disputes are subject to the jurisdiction of courts at Faridkot only.

**First Party**

**Signature**

**Name:**

**Designation**

**Witness**

1. \_\_\_\_\_

**Dated:**

**Place:**

**Second Party**

**Signature:**

**Name:**

**Designation**

**Witness**

1. \_\_\_\_\_

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## **Annexure-I**

### **TECHNICAL BID COMPLIANCE STATEMENT**

Name and Address of the applicant / firm \_\_\_\_\_

Specify whether Manufacturer/Dealer/Distributor: \_\_\_\_\_

<b>Sr. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1.	Tender Fee of <b>Rs.2360/-</b> through Bank Draft	Yes/No
2.	Tender Processing Fee as per the Punjab Govt norms.	Yes/No
3.	Earnest Money of <b>Rs.50,,000/- through</b> online mode only	Yes/No
4.	Technical Bid Compliance Proforma uploaded ( <b>Annexure-I</b> ).	Yes/No
5.	Whether an affidavit regarding Non-Black listing as per proforma given at <b>Annexure-II</b> duly attested by an Executive Magistrate or a Notary Public uploaded.	Yes/No
6.	In case the bidder is Authorized Supplier/Agency, the Authorization Certificate as per the Format given at <b>Annexure-‘III’</b> uploaded.	Yes/No
7.	In case the Tenderer is Authorized Supplier/Agency, an undertaking/certificate issued by their Principle Manufacturer/Supplier that in case dealership/distributorship is withdrawn after supply then the Principle Manufacturer/Supplier will be responsible for supply of Drugs and Surgical material till the completion of Rate Contract ( <b>Annexure – ‘IV’</b> ) uploaded.	Yes/No
8.	Details of Bank Account for refund of EMD ( <b>Annexure – V</b> ) uploaded.	Yes/No
9.	Price Bid in the prescribed format ( <b>Annex – VI</b> ).	Yes/No
10.	Copy of Certificate of Registration for service Tax/TIN/TAN/PAN/ GST uploaded.	Yes/No
11.	A certificate from C.A. regarding Annual Turnover with Balance Sheet for the last 3 (three) financial years i.e. 2017-18, 2018-19 & 2019-20 uploaded.	Yes/No
12.	Copy of the IT Returns for three financial i.e. 2017-18, 2018-19 & 2019-20 uploaded.	Yes/No
13.	Certified copy of Valid Drug License (required for items under Drug Act) uploaded.	Yes/No
14.	Certificate regarding <b>GMP and WHO</b> approved/certified standard in quality uploaded.	Yes/No
15.	Brand/ Make of each item quoted uploaded	Yes/No
16.	E-mail ID	

**Signature & seal of bidder**

**Place:**

**Date :**



***Baba Farid University of Health Sciences, Faridkot***

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**Annexure-II**

**(To be furnished on non-judicial stamp paper worth Rs.100/- duly attested by Executive Magistrate or Notary Public).**

**AFFIDAVIT**

I/We \_\_\_\_\_  
partner/sole proprietor (Strike out which is not applicable) of (Name & Address of Firm)  
\_\_\_\_\_ do hereby declare and solemnly affirm:-

- a) That the individual/firm/ companies are **not debarred or black- listed** by any department of Union/ State Government or any autonomous institute.
- b) That no partner or shareholder, directly or indirectly connected with the applicant has been debarred or blacklisted by any department of Union Govt./State Govt./Autonomous Institute.
- c) And that the terms and conditions for signing Rate Contract for supply of Drugs and Surgical material in the various departments at GGSMCH, Faridkot, are acceptable to me/us. I/We shall abide by them in letter and spirit.

Date:

Place:

DEPONENT

**VERIFICATION**

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my/our knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Date:

Place:

DEPONENT

**Baba Farid University of Health Sciences, Faridkot**

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**Annexure- III**

**MANUFACTURER'S/PRINCIPAL'S AUTHORIZATION FORM**

TO

The Registrar  
Baba Farid University of Health Sciences,  
Faridkot -151203

Ref. No.....

Dated:

**Sub: Authorization Certificate in favour of M/s..... for signing Rate Contract for supply Drugs and Surgical material in the various departments at GGS Medical College & Hospital, Faridkot.**

We, M/s....., who are established and reputable manufacturers of **Drugs and Surgical material** having factory(ies) at ..... and ....., hereby authorize M/s.....(name and address) to bid, negotiate and conclude the Tender formalities with you against Tender No..... for the signing Rate Contract for supply of Drugs and Surgical material manufactured by us.

No company or firm or individual other than M/s..... are authorized to bid, negotiate and conclude the tender formalities in regard to this business against this specific tender.

We, hereby extend our full guarantee and warranty as per the conditions of tender for the goods offered for supply against this tender by the above firm.

Yours faithfully,

(Name)

For and on behalf of M/s \_\_\_\_\_  
(name of manufacturer/Principle)

**Note: This letter should be signed by a person competent and having authority to sign on behalf of manufacturer, and should be on manufacturer Letter Head.**

**Baba Farid University of Health Sciences, Faridkot**

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**Annexure - IV**

**UNDERTAKING BY MANUFACTURER'S/PRINCIPAL'S**

TO

The Registrar  
Baba Farid University of Health Sciences,  
Faridkot -151203

**Ref. No.....**

**Dated:**

**Sub: Undertaking for continued supply of Drugs and Surgical material**

We, M/s....., who are established and reputable manufacturers of Drugs and Surgical material have authorized M/s..... ..(name and address) to bid, negotiate and conclude the Tender formalities with you against Tender No..... for the signing Rate Contract for supply of Drugs and Surgical material.

Further, we undertake that in case dealership/distributorship is withdrawn after signing Rate Contract then we will be responsible for supply of Drugs and Surgical material till the expiry of Rate Contract.

Yours faithfully,

(Name)

For and on behalf of M/s \_\_\_\_\_  
(name of manufacturer/Principle)

**Note: This letter should be signed by a person competent and having authority to sign on behalf of manufacturer, and should be on manufacturer Letter Head.**

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## **Annexure- V**

### **Details of Bank Account of the firm who has deposited EMD**

Name of the firm: \_\_\_\_\_

<b>Sr. No.</b>	<b>Particulars</b>	<b>Detail</b>
1.	Account No.	
2.	Name of Bank	
3.	Branch Name	
4.	IFSC Code of Bank	
5.	Name of Operator	

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**ANNEXURE - VI**

**PRICE BID**

TO BE UPLOADED  
IN EXCELL SHEET AVAILABLE ON THE E-PROCUREMENT PORTAL ONLY