

No:HRH/S.St./2020/

1099

Date: 08-5-22

Quotation No:5

Hindu Rao Hospital has to procure Disposable surgical cap from the market. A purchase committee under the chairmanship of Addl. MS/HRH has going to make survey in this regard under GFR 155. To enhance the area of market survey and also to get more competitive rates, sealed quotations are invited from interested parties through publication of this notice on website. As this is a procurement through Purchase Committee by quotations under GFR 155, it is totally on the discretion of the Purchase Committee to accept / reject any of the quotation and / or obtain further quotations directly from the market in the interest of the hospital.-

All the interested parties have to submit their quotations in the Diary Section of the office of the undersigned on or before the due date and time. Quotations received after due date and time will not be considered. The detail of the items and details is given as under:-

Name of the required item	Required qty.
Disposable surgical cap	80000 nos

Date and time of submission of Quotation : On or before 14/5/2020
Opening of Quotation : On 15.5.2020 at 2.30 pm
Place of Opening of Quotations : Office of Addl. MS/HRH

Terms and conditions:-

- The rates should be valid for six months from the date of opening of this quotation.
- Full specification of each item must be given while quoting rates & supported by samples / catalogue. Exact amount of central excise, packing & forwarding charges, GST (Taxes) etc may be mentioned separately.
- Supply is to be arranged by the firm within stipulated period of 07 days. If delay then penalty of 2% of the cost of orders per week, maximum 6% will be imposed on the firm. Non execution of supply will also attract 6% penalty. The penalty, if any can be deducted from any of the pending payments / dues of the firm.
- All supplies should be accompanied by a test report in form 39 from approved analytical lab. Test reports preferably should be submitted in original before the approval board, wherever possible. Multinational firms, who possess well equipped lab approved by State Drug Authority / FDA can submit in house analytical test reports, subject to submission of an undertaking declaring that their lab is approved by State Drug Authority / FDA. However, acceptance of such test report shall be at sole discretion of the approval board.
- No supply shall be received which does not comply with the shelf life. That is the maximum time period permitted between the date of manufacturing and the date of supply of drug shall not be more than ¼ of the whole life period of such drug. In case of vaccine and sera, the date of supply of these drugs should not be more than 1/6 of the whole life period.
- All supplies will be subject to the pre dispatch approval/ approval of the purchase Board. Right of approval/ rejection reserved with the MS/ HRH. The firm has to remove the rejected part material from this hospital within three days of the intimation, at his own cost.
- No firm will be eligible to withdraw after its rates or/ after the submission of the quotation/ tender.
- All the quotation rates should be covered with the transparent tape.
- Any contradiction to the above, terms and conditions, the bid is liable for rejection.
- Supply will be received in the hospital premises/ stores and no cartage/ transportation charges will be given for it.
- Payment will be made on raising of bill and approval of the goods.
- Firm is requested to submit the following documents duly signed and stamped.
 1. GST Registration Copy.
 2. PAN No.
 3. Acceptance letter those above conditions are acceptable to the firm on letter head.
 4. Copy of Drug license.
 5. Certificate that the firm has not been debarred / blacklisted by any State Govt. / Central Govt. and no CBI / vigilance case is pending against the firm.
- ✓ The purchase committee / undersigned reserves the right to accept or reject any quotation without assigning any reason.
- ✓ In case the opening date is declared as holiday the quotation will be opened on next working day at the same place & same time.
- ✓ The firms are required to submit its offer complies with the NIQ specifications. Alternative rates in the one quotation are not acceptable. If the tendered quote more than one offers, their quotation will be treated as invalid / cancelled.
- ✓ The firms are required to submit the certificate that the rates quoted are not higher than the rates quoted in any other Govt institution of NCT Delhi.
- ✓ The rates should be quoted both in words and figures. Overwriting alternations or cutting should be avoided and if any should be attested. All pages should be numbered and signed by the authorized signatory of the firm. No conditional offer/ quotation will be accepted.
- ✓ Quotation No. Should be written on the envelope in bold letter and must be submitted in Diary Section of Hindu Rao Hospital, failing which the quotation may be rejected.
- ✓ Full description of the quotation is also available in on officinal website of Hindu Rao Hospital -www.hindurao.com
- ✓ Format of the quotation is given overleaf.


 Addl. Medical Superintendent
 Hindu Rao Hospital

Copy to :-

1. Notice Board/HRH
2. Official website of Hindu Rao Hospital, Delhi/NO (IT)
3. MS/Hindu Rao Hospital
4. CMO (IT) for display on officinal website of Hindu Rao Hospital -www.hindurao.com
5. Office copy.
6. Director/RBIPMT
7. MS/KH
8. MS/GLMH