



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Allahabad-211015 (U.P.) INDIA

Ph.: 0532-2922025, 2922067, Fax : 0532-2430006, Web : www.iiita.ac.in, E-mail : contact@iiita.ac.in

Ref no. IIIT-A/Purchase/883/1332/2021
Date: 02/09/2021

Enquiry Letter

M/s.

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Ph. No.:

Sub: Quotation for Purchase of Medicine for IIIT-Allahabad

Enquiry issue date: 02/09/2021

Last submission date: 10/09/2021 (upto 12:00 Noon)

Opening of Bid: 10/09/2021 at 3:30 PM

Dear Sir,

Institute intends to Purchase of Medicine for IIIT-Allahabad for which quotations are invited as per details attached **Annexure-I**.

You are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions warranty/guarantee etc. **upto 10/09/2021 (Upto 12:00 Noon)**. Quotations duly sealed may be dropped in the tender box placed in the office of the Joint Registrar (S&P), IIIT-Allahabad. Basic rate, taxes and freight charges etc. must be quoted separately. Quotation should be addressed to **Joint Registrar (S&P), IIIT-Allahabad, Deoghat Jhalwa, Prayagraj-211015**.

Terms and Conditions

- 1. Eligibility Criteria:** The tenderer must possess minimum eligibility criteria mentioned as under to participate in the tender:
 - a) Should possess minimum 01 year experience in the relevant field.
 - b) Should have minimum turnover of Rs.6 Lakhs per annum for the last two years separately (attached the documentary evidence).
 - c) The bidder should be Authorized distributor/stockiest/company/firm of the offered product. Bidder has to submit a certificate attached with bid. Having license of wholesale 20(b)/21 (b) as per drugs & cosmetic Act. (attached the documentary evidence).
 - d) Should be submitted attested photo copies of the drug licence.
2. Quoted rate should be valid at least for 60 days.
3. The expiry period of medicines should be more than one year from the date of receiving.
4. The tenderer may please note that the tender once submitted will not be altered in any case and should not have any scope of ambiguity, cutting or over-writing. In case of over writing/cutting, if any, it must be authenticated with the signatures of the tenderer.



5. Rates must be quoted in prescribe format (**As attached Annexure-I**) on the company/firm letter head.
6. Quality & Medicine if not, found according to our specification/make as above and standards supply will not be accepted. If it is found that items are fake or of sub-standard quality and not conforming to the required specifications, the firm will have to replace the fake/ sub-standard items with genuine ones immediately but they will also be liable to be blacklisted.
7. **Tenderer should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on IIIT-A website www.iiita.ac.in Intending tenderers are advised to visit www.iiita.ac.in for regular update, if any, till the closing date of tender for any corrigendum/ addendum/ amendment. IIIT-A will not be responsible for ignorance of corrigendum.**
8. It is most essential that it should be mentioned clearly that the price basis, payment terms, taxes and duties, validity, transportation charges, which have not been mentioned while quoting their rates shall not be paid by the Institute under any circumstances.
9. Upon verification/evaluation/assessment, if any information furnished by the tenderer is found false/incorrect, their bid shall be summarily rejected and no correspondence on the same shall be entertained.
10. Payment will be made within fifteen days after delivery & inspection of medicine.
11. May feel free to contact on E-mail **info.purchase@iiita.ac.in**.
12. For any query related to medicine specification, Institute CMO may be contacted on phone no. 0532-2922310.
13. In view of wide publicity the details are also available on our web site (**www.iiita.ac.in**), may be downloaded for ready reference.
14. Kindly quote your Income Tax PAN No./TIN No., GST no. as applicable. If PAN No. not quoted, 20% Tax will be deducted at source.
15. The lowest rate will not be the basis of claim to get the order.
16. Supply within 1 week from the receipt of the Purchase order. If the supply delayed beyond the stipulated time of completion of supply, penalty of 1% per weeks and maximum upto 10% of the total cost may be imposed at the discretion of competent authority.
17. Conditional tenders will not be considered in any case and will be summarily rejected.
18. All disputes are subject to jurisdiction of Courts at Allahabad.
19. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
20. Kindly mention tender reference number, subject, contact address etc. on each envelop of sealed tender. Incomplete tender will not be accepted.

Read and accepted
Signature & stamp of Bidder or
Authorized Signatory


Assistant Registrar (P)


Financial Bid

(To be quoted on the company letter head in the below prescribed proforma only)

S.No.	Name	Unit	Qty.	Maximum discount in Percentage (%) on MRP (inclusive GST)
1.	Tab. Montair LC -	Pc	2500	
2.	Tab. Mircal -D3 6000 IU	Pc	1000	
3.	Tab. Nucort 16mg-	Pc	1000	
4.	Tab. Ivermectin 12mg-	Pc	1000	
5.	Tab. Limcee-	Pc	3000	
6.	Tab. Zinc-	Pc	3000	
7.	C. Rabbitac-D	Pc	4000	
8.	Calpol 600mg-	Pc	3000	
9.	Syrup Cofguard-D	Pc	100	
10.	Syrup Codistar DX	Pc	300	
11.	Syrup Azinkya 100mg (Syrup. Azee 100mg)	Pc	100	
12.	Syrup Calpol 125mg	Pc	100	
13.	Tab. C.B. Advance	Pc	3000	
14.	Syrup. C.B. Advance	Pc	100	
15.	Tab. Azinkya 500mg (Tab. Azee/ Azifine 500mg)	Pc	2000	
16.	Tab. Azinkya 250mg	Pc	200	
17.	Syrup Zincup-	Pc	70	
18.	Syrup Montair LC-	Pc	100	
19.	N/D- Nasoclear	Pc	100	
20.	N/D- Otrivine (Pediatric)	Pc	70	
21.	N/D- Otrivine (Adult)	Pc	60	
22.	Tab. Zentil-	Pc	100	
23.	Cap- Doxy	Pc	500	

Signature of the tenderer

Seal of the firm

Note- Vendors are desired to submit their quotation in prescribed format as Annexure-I on the letter head of the firm/vendor otherwise quotation may be rejected.

