



# MUMBAI DISTRICTS AIDS CONTROL SOCIETY

Established by

MUNICIPAL CORPORATION OF GREATER MUMBAI

Regd. No. 891/98



MDACS /Quo/ 14 / PO-CST

Date: 07 September, 2021

To,

Dear Sir,

**Sub: Quotation for Procurement of Suspension Cotrimoxazole (Susp. Septran) 50ml. for ART Centers.**

You are invited to submit your most competitive rate for the following drugs:

Sr. No.	Brief Description for the Drug	Qty	Place of Delivery
1.	Suspension Cotrimoxazole (Susp. Septran) 50ml.	5,700 Bottles	MDACS office

1. **Delivery Period** : It will be binding on you to supply the Suspension within 30 days from the date of receipt of purchase order.

2. **Bid Price**

- The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out
- All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- GST in connection with the sale shall be shown separately.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Prices shall be quoted in Indian Rupees only.

3. Each bidder shall submit only one Quotation.

4. **Validity of Quotation**

Quotation shall remain valid for a period not less than 45 days after the deadline date specified for submission. The withdrawal of the offer before validity period will entail forfeiture of EMD.

5. **Evaluation of Quotation**

The Purchaser will evaluate and compare the Quotation determined to be substantially responsive i.e. which are

- properly signed; and
- conform to the terms and conditions and specifications

The quotations would be evaluated for each item separately.

GST in connection with sale of drugs shall not be taken into account in evaluation.

Acworth Complex, R. A. Kidwai Marg, Wadala (West), Mumbai – 400 031.  
Tel No. 24100246/47 Telefax: 24100250 Email: mumbaimacs@gmail.com,



*Life is precious ... .. Stop HIV/AIDS  
Keep the Promise*

## 6. Award of Contract

The Purchaser will award the contract to the bidder whose Quotation has been determined to be substantially responsive and who has offered the lowest evaluated Quotation price.

- 7.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any Quotations and to cancel the bidding process and reject all Quotations at any time prior to the award of contract.
- 7.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the Quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
7. Payment shall be made within 30 days from the receipt of bill along with report of the delivery with stamp and signature of authorized person as acknowledgement.
8. As per prevailing rules TDS / SGST / CGST will deducted at source towards income tax / SGST / CGST from all the bills submitted to the department. The TDS / SGST / CGST certificate shall be generated on line by Finance section of Mumbai Districts AIDS Control Society.
9. Expiry (Shelf life) of the drugs should not be less than 18 months at the time of delivery of the drugs.
10. Quotations from the manufacturers and their authorized distributors / agent / stockiest / are invited. The Quotations from authorized distributors / agents / stockiest should accompany a **letter of authority** from the manufacturer authorizing item to quote for the drugs.
11. Quotationers should submit documentary evidence that they have requisite qualifications, experience, past performance and capacity to complete the supply successfully on time for the drugs offered.
12. Quotationers should also submit along with the Quotation, Certificate of Pharmaceutical Products / Valid WHO GMP Certificate along with Product List and Valid FDA License.
13. Quotationers should also submit Quality Assurance Certificate from Govt. laboratory or recognized institute along with the supply.
14. Vendors should offer full quantity of the item.
15. Purchaser reserves the right at the time of contract award to increase or decrease the quantities indicated above by 25% without any change in the unit price or any other terms & conditions.
16. **The quotation shall be enclosed in sealed envelope sealed with sealing wax only pasting on envelope will not suffice and such quotations will not be accepted.**
17. **Incomplete, irregular, unsealed, unsigned and Quotations received after the due date and time will not be considered.**
18. The Quotationer must fill up the rates in the format given along with the Quotations notice. The quotation must be stamp and signed by authorized person. **If it is filled up in any other format, the same shall be rejected outright.**

19. The Quotationer must submit the EMD of Rs. 1,870/- by Demand Draft or Banker's cheque or bank guarantee from any bank payment online in on acceptable form. The Demand Draft should be drawn in favor of Mumbai Districts AIDS Control Society. The withdrawal of the offer before validity period will entail forfeiture of EMD. The EMD should be paid up to 3.00 p.m. one day prior to the opening of the Quotation. A copy the EMD Receipt should be kept along with Quotation. EMD Receipt no. should be mentioned on the Envelope.
20. Copy of GST Certificate should be submitted.
21. Copy of PAN card with photographs should be submitted.
22. The Quotationers must paginate the Quotation properly.

23. **Performance Security:**

The successful bidder will have to pay 3% as Security Deposit by Demand Draft only within 10 days on receipt of the purchase order. If they fail to pay the Security Deposit within stipulated period, they will be charged extra Rs. 100/- as a penalty.

Security Deposit will be refunded after two months from the completion of satisfactory supply.

24. **Penalty**

- a) For delay supply of drugs – ½ % per week or part thereof after the expiry of the delivery period subject to maximum 10%.
- b) Failure of the supply – Earnest Money Deposit cum contract deposit will be forfeited and the material will be purchased at the risk and cost of the suppliers.
- c) Variation in specification – material will be rejected and cost of the said recovered from the supplier.

25. Last Date and time of receipt of Quotations:

The Quotationer must fill up the rates in the format given along with the Quotations notice. Quotationer should submit their sealed Quotation in sealed envelope sealed with sealing wax only duly super-scribed on the envelope as "Quotation for Procurement of Suspension Cotrimoxazole (Susp. Septran) 50ml. for ART Centers." due on 23 .09 .2021 latest by 1.00 p.m. which will be opened on the due date at 3.00 p.m.

26. Quotations will be opened in the presence of the bidders or their representative who choose to attend at 3.00 pm on 23 .09 .2021 in the office of the Mumbai Districts AIDS Control Society, Wadala, Mumbai – 400 031

27. We look forward to receiving your quotations and thank you for your interest in this project.

  
Dy. Director (CST)  
MDACS

  
DD (Procurement)  
MDACS

  
Addl. Project Director  
MDACS

## Specifications & Terms and Conditions

### 1. Specifications

Sr. No.	Description of Drug	Quantity
1.	Suspension Cotrimoxazole (Susp. Septran) 50ml.	5,700 Bottles

- i) Expiry date of all the above Suspension should be minimum 18 months from the date of delivery of offered drugs.
- ii) Stamp of "*NACO / MDACS - Government Supply - not for Sale*" should be put on Suspension (on the strip / bottle)
- iii) Valid Certificate of WHO-GMP / COPP will be required.
- iv) Delivery Period : Within 30 days from the date of receipt of purchase order.

  
DD (CST)  
MDACS  
S.R. (SLC)

**Bank Details for online EMD &SD Payment**  
**MUMBAI DISTRICTS AIDS CONTROL SOCIETY**  
**Ackworth Complex, R.A. Kidwai Marg,**  
**Wadala (W),Mumbai 400031**

Name of the A/c.	:	MUMBAI DISTRICTS AIDS CONTROL SOCIETY GFATM RCC RD IV-CST
Name of the Bank	:	BANK OF BARODA
Name of the Branch	:	WADALA
RTGS Code no.	:	BARB0WADALA (5th Character is Zero)
NEFT Code no.	:	BARB0WADALA (5th Character is Zero)
Saving Bank A/C No.	:	04210100016768

FORMAT OF QUOTATION

Sr. No.	Description of Drugs	Name of the Manufacturer	Qty	Unit rate in Rs.	In Figures	In Words
1.	Suspension Cotrimoxazole (Susp. Septran)50mg		5,700 Bottles			
	<b>Total ...</b>					
	<b>Add: GST (HSN No)</b>					
	<b>Gross Total ...</b>					

**Gross Total Cost: Rs.** \_\_\_\_\_

We agree to supply the above drugs in accordance with the technical specifications for a total contract price of Rs. \_\_\_\_\_ (amount in figures) Rs. \_\_\_\_\_ (amount in words) within the period specified in the invitation for Quotations.

We also confirm that the Expiry (Shelf life) of the drugs is \_\_\_\_\_ months shall apply to the offered drugs.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

**Signature of Supplier**

**INFORMATION TO BE FILLED IN BY THE QUOTATIONER / TENDERER**

<b>Sr. No.</b>	<b>Particulars</b>	<b>To be filled by Quotationer / Tenderer</b>
1	Quotation / Tender No and Date	
2	EMD Amount, Receipt no. and date	
3	Quotationer / Tenderer Firm Name	
4	Quotationer / Tenderer Address	
5	Name of Contact Person and Contact No.	
6	E-mail ID	
6	If is proprietary concern if so name of the owner	
7	If it partnership concern Name of Each partner	
8	Partnership deed and copy of registration certificate	
9	If it is company if so the documentary proof to show that the company is registered Name of the Director	
10	Details of the bank	
	a. Name of the bank	
	b. Name of the Branch	
	c. Address of the branch	
	d. Type of bank Account	
	e. Bank account No.	
	f. IFC Code	
	g. MICR Code	
11	Registration under GST Act	<b>Yes / No</b>
12	GST Registration No.	
13	GST Registration Certificate	
14	The Certificate of PAN documents and Photograph	<b>Self-attested</b>

**Signature of authorized person of concern Company / Quotationer / Tenderer**

