



MUMBAI DISTRICTS AIDS CONTROL SOCIETY
Established by
MUNICIPAL CORPORATION OF GREATER MUMBAI



Regd. No. 891/980

MDACS /Quo/ 23 / PO-SI

Date: 15 / 10 .2025

To,

Dear Sir,

Sub: Quotation for Procurement of DBS Card, Safety Lancets and drying rack for DBS cards for HSS 2025-26.

You are invited to submit your most competitive rate for DBS Card, Safety Lancets and drying rack for DBS cards for HSS 2025-26

Sr. No.	Description	Specifications	Qty (in nos.)	Place of Delivery
1	Safety Lancets (21 gauge, 2.0-2.2 mm)	Separate Sheet attached	4400	MDACS Office
2	Dry Blood Spot Card (Protein Saver Card)		4400	
3	Drying rack for DBS Cards		40	

1. 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 Levis 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.

2. Each bidder shall submit only one Quotation.

3. Validity of Quotation

Quotation shall remain valid for a period not less than 45 days after the deadline date specified for submission.

4. 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

GST in connection with sale of drugs shall 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

5. 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.

5.1 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.

5.2 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.

6. Payment shall be made within 30 days from the receipt of original & duplicate bill along with report of the delivery with stamp and signature of authorized person as acknowledgement.
7. 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.
8. Expiry (Shelf life) of the cards should not be less than 18 months at the time of delivery of the Kits.
9. 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 Drug.
10. Quotationers should submit documentary evidence that they have requisite qualifications, experience, past performance and capacity to complete the supply successfully on time for the Kits offered.
11. Quotationers should also submit along with the Quotation Certificate of Pharmaceutical Products / Valid WHO GMP Certificate and Valid FDA License.
12. Quotationers should also submit Quality Assurance Certificate from Govt. laboratory or recognized institute along with the supply.
13. Vendors should offer full quantity of the item.
14. 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.
15. The quotation should be sealed with wax.
16. **Incomplete, irregular, unsealed, unsigned and Quotations received after the due date and time will not be considered.**

17. 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.**
18. The Quotationer must submit the **EMD of Rs. 6,950/- by Demand Draft or Banker's cheque or bank guarantee from any bank payment online in an 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 one day prior to the opening of the Quotation. A copy the EMD Receipt should be kept should along with quotation. EMD Receipt no. should be mentioned on the Envelope.
19. Copy of GST Certificate & PAN card should be submitted.
20. The Quotationers must paginate the Quotation properly
21. **Performance Security:**

The successful bidder will have to pay 5% as **Security Deposit by Demand Draft, Banker's cheque or bank guarantee from any bank or payment online in on acceptable form only within 15 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.

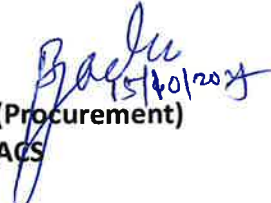
22. **Penalty**

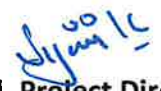
- a) For delay supply of Kits – ½ % per week or part thereof after the expiry of the delivery period subject to maximum 10%.
- b) Failure of the supply – Earnest Money Deposit cum contract deposit will be forfeited and the material will be purchased at the risk and cost of the suppliers.
- c) Variation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

The Quotationers must fill up the rates in the format given along with the Quotations notice. Quotationers should submit their sealed Quotation in sealed envelope sealed with sealing wax only duly super-scribed on the envelope as **"Procurement of DBS Card, Safety Lancets and drying rack for DBS cards for HSS 2025-26."** due on 29.10.2025 latest by 1.00 p.m., which will be opened on the due date at 3.00 p.m.

24. Quotations will be opened in the presence of the bidders or their representative who choose to attend at 3.00 pm on 29.10.2025 in the office of the Mumbai Districts AIDS Control Society, Wadala, Mumbai – 400 031
25. We look forward to receiving your Quotations and thank you for your interest in this project.


Dy. Director (SI)
MDACS


DD (Procurement)
MDACS


Addl. Project Director (I/c)
MDACS

Specifications & Terms and Conditions

Sr. No.	Item	Product Description	Qty. (in Nos)
1	Safety Lancets (21 gauge, 2.0-2.2 mm)	Sterile single use disposable auto retractable safety lancet having stainless steel needle (21 gauge & 2.0-2.2 mm depth	4400
2	Dry Blood Spot Card (Protein Saver Card)	• No of circles: Minimum five circles • Circle size: 12-14 mm Internal Diameter • Dimensions: Hight: 3" (76.2 mm), Length 4 ¼" (108 mm) • Basic weight (g/m'): 170-188 • Expiry: Min 3 years (36 months) at the time of delivery • pH range should be between 5.7 to 7.5 • Certification of product: US FDA or CE Packing: 10 DBS cards per pack • Other information: ○ Labelling space should be available for (a) sample code and (b) date of collection ○ The card is imprinted with the universal biohazard symbol	4400
3	Drying rack for DBS Cards	Foldable vertical drying rack made of paper card, without Velcro and individually sealed in zip-lock bag, allowing air drying of Dried Blood specimen in horizontal position, with a capacity to keep 10 DBS cards at a time; the approximate size of 9 cm width, 20-22 cm height with an angular cut (25-40 degrees) for each drying slot of 5 cm length on both side with central part of 2.5 cm; drying rack card thickness of minimum 0.5 mm to ensure stability. Folding instructions should be printed on back side of the rack.	40
		Total Amount	
		Gst 12%	
		Grand Total Amount	

- i) Stamp of **"NACO / MDACS - Government Supply - not for Sale"** should be put on kits (on the strip / bottle / box)
- ii) **Delivery Period** : Within 30 days from the receipt of work order.


Dy. Director (SI)
MDACS


Dy. Director (LS)
MDACS

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 DBS-NDBS
Name of the Bank	:	BANK OF BARODA
Name of the Branch	:	WADALA
RTGS Code no.	:	BARBOWADALA (5th Character is Zero)
NEFT Code no.	:	BARBOWADALA (5th Character is Zero)
Saving Bank A/C No.	:	04210100016262

Note:

Kindly submit the details of Transaction ID to mdacs.procurement@gmail.com
& mdacsfinance@gmail.com after online transfer of EMD/SD amount for
further action.

FORMAT OF QUOTATION

Sr. No.	Description of Kits as per Specification attached	Name of the Manufacturer	Total Qty (in nos)	Unit rate per kit in Rs.	Rs. In Figures	Rs. In Words
1	2	3	4	5	6 (4X5)	7
1	Safety Lancets (21 gauge, 2.0-2.2 mm)		4400			
2	Dry Blood Spot Card (Protein Saver Card)		4400			
3	Drying rack for DBS Cards		40			
	Total ...					
	Add: GST%					
	Gross Total ...					

We agree to supply the above kits in accordance with the 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 kits 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

Sr. No.	Particulars	To be filled by Quotationer / Tenderer
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	Yes / No
12	GST Registration No.	
13	GST Registration Certificate	
14	The Certificate of PAN documents and Photograph	Self-attested

Signature of authorized person of concern Company / Quotationer / Tenderer

