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To

The Principal,  
Sainik School, Bhubaneswar

I hereby quote the rates for the supply of .....as specified in the enclosed appendix-“ “ in the manner in which and within the time specified as set forth in the terms of agreement. The rate furnished in the enclosed appendix-“ “ is subject to the condition set forth in the terms and conditions of tendering procedure and tender forms received by me.

Encl: As above.

.....  
(Signature of the tenderer and name in capital letters)

If Companies of firm, The Managing Director/Partner should sign with seal)

TO

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**TENDER DOCUMENTS**

1. Reference your letter no.....dated.....
2. Tender from is enclosed herewith. Tender should be sent is in a sealed cover in the prescribed format and the envelop should be prominently marked outside Tender for the supply of .....,
3. Principal reserves the rights to accept or reject/cancel or postpone any or all tenders without assigning any reasons thereof. Bidders are required to sign with date in all the places prescribed for the purpose.
4. All the sealed tenders should be sent by post or posted in the tender box provided for the purpose in the school premises. Tenders will be opened at date and time mentioned in the Term and Conditions in the presence of bidders or their authorized agents. Last date and time for receipt of filled tenders by the school is mentioned in the 'Terms and Conditions'.
5. Technical specification (if any) and Terms and Conditions of tendering procedure are enclosed herewith separately.

Admn. Officer  
For Principal

**SAINIK SCHOOL BHUBANESWAR**

**SSB/ 436/1/Med Store**

**MR. No. \_\_\_\_\_**

**Date \_\_\_\_\_**

**Earnest Money paid Rs. \_\_\_\_\_ vide DD No. \_\_\_\_\_ dated \_\_\_\_\_**

**TENDER FORM FOR SUPPLY OF MEDICINES AND MEDICAL EQUIPMENTS**  
**FROM 01 MAY 2018 TO 30 APR 2019**

**(Any alteration / addition made in the tender form will make it null and void)**

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**1. LIST OF MEDICINES/MEDICAL EQUIPMENTS TO BE SUPPLIED – 2018-2019**

**SL.No./NOMENOCATURE**                      **APPROX.QTY**    **% OF DISCOUNT ON**  
**MRP**

**01.ANALGESICS/ANTIPYRETICS**

(a)	Paracetamol 500 Mg/Calpol	2500
(b)	Paracetamol + Ibuprofen	2000
(c)	Paracetamol + Diclefenac	1000
(d)	Diclofenac/Sodium 50 Mg Tab	1500
(e)	Nimesulid	1000
(f)	Disprin	1000
(g)	Inj Diclofenac Sod amp	30
(h)	Diclofenac Gel Tubes	10
(i)	Cipzox Tab	300
(j)	Acyclofenac	1000
(k)	Acyclofenac + PCM + Chlorzoxazone	1000
(l)	Sinarest	1500

**02.ANTACID**

(a)	Digene/Divol/Gelusil MPS	2000
(b)	Ranitidin 150 Mg	500
(c)	Digene Gel/Reicer Gel	10 Phl

**03.ANTIBIOTICS**

(a)	Cephalexin – 250 Mg	300
	Cephalexin – 500 Mg	400
(b)	Ciproflexacin – 250 Mg	200
	Ciproflexacin – 500 Mg	600
(c)	Droxyl – 500 Mg	600
	Blumox – 500 Mg	500
(d)	Amproxin – 250 Mg	300

(e)	Amproxin – 500 Mg	1600
(f)	Doxy – I (100 Mg)	1500
(g)	NorfloX T.Z.	600
(h)	NorfloXacin – 400 Mg	600
(j)	OfloXacin – 200 Mg	600
(k)	LevofloXacin – 500	700
(l)	Zaddy –500 Mg/Azithral – 500	400
(m)	Azithromycin – 250 Mg	100

#### **04.ANTIEMETICS**

(a)	Phenargan – 25 Mg	300
(b)	Domstal DT	500
(c)	Vomikind (Ondaxsetion 4 Mg)	200
(d)	Inj Phenargan	30 Amp
(e)	Inj Ondansetion 4 Mgs	20 Amp

#### **05.ANTIHISTAMIN**

(a)	Avil – 25 Mg	2000
(b)	Anti Cold	1000
(c)	Cetriz – 10 Mg (Cetirizine 10 Mg)	1000
(d)	Inj Avil	20 Amp
(e)	Levocetirizine	500
(f)	Sinarest (type)	1000

#### **06.ANTI SPAMODICS**

(a)	Cycopan Tab	500
(b)	Inj Cyclopan	20 Amp

#### **07.DERMATOLOGICALS**

(a)	Scaboma Lot (GBHC)	20
(b)	Clotrimazela Ont Tube	50
(c)	Candid Powder	10
(d)	QuadriDerm	20
(e)	Candid Lot	10
(f)	Candid B Ont Tube	30
(g)	Miconazole Ont	20

#### **08.EYE/EAR DROPS**

(a)	Chl Eye Drops	20
(b)	Ciplox Eye Drops	20
(c)	Ciplox Appli Caps	200
(d)	Chl Ear Drops	10
(e)	Waxnil Ear Drops	05
(f)	Otogesic Ear Drops	05

(g)	Pyrimon Eye Drops	05
(h)	Chl Appli Caps	500
(j)	Otrivin Nosal Drops	05 Phl
(k)	Locula Eye Drops	05 Phl

**09.BRONCHO DIALATORS**

(a)	Salbutamol 4 Mg	200	}
(b)	Deriphyllin (Retd)	200	
(c)	Inj Deriphyllin	20	

**10.AMOBIASIS**

(a)	Metrenida Zole 400 Mg	500	}
(b)	Tinidazole 400 Mg	500	
(c)	Albendazele	50	

**11.VITAMINS**

(a)	Vitamins C 500 Mg	500	}
(b)	Vitamins C 100 Mg	1000	
(c)	Vitamins B Complex/Becosule Caps	1000	
(d)	Ribofiavin	600	
(e)	Vitamins A & D	300	
(f)	Optineuron Inj Amp	10	

**12. COUGH SYRUPS**

(a)	Ascoril D Syrup	30	}
(b)	Ascoril Exp	30	

**13.ANTI MALARIAL**

(a)	Lariago DS	200	}
(b)	Primaquine 2.5 Mg	100	
(c)	Metakalpin	50	

**14.STEROIDS**

(a)	Tab Betnesol	100	}
(b)	Inj Betnesol	10 Amp	
(c)	Hydrocortisone (Primacort 100/200 Mg)	10	

**15.DENTAL PREPARATION & OTHERS**

(a)	Hexigel	06	}
(b)	Zyteegl	06	

(c)	Stemetil	200
(d)	Styptovit	200
(e)	Serapep/Serax	300
(f)	Banocide Forte (DEC)	1000
(g)	Ostocalcium/ Calcium	200

### **16.OTHER SURGICALS MATERIALS**

(a)	Iodex Spray/Moov Spray	15	}
(b)	Neosperin Ont	30	
(c)	Betadin Ont	15	
(d)	Inj TT	200 Amp	
(e)	Band Aid	1000 Pcs	
(f)	Micropove (7.5 Mtrs)	06	
(g)	Surgical Spirit	10	
(h)	Cutting Needle Curve	02 Pkts	
(j)	Surgical Spirit	06 Pkts	
(k)	Nyton Thread for Stitching	02 Pkts	
(l)	Detolin Mouth Wash	06 Bot	
(m)	BP Blade	04 Pkts	
(n)	Disp Syringe 2 ML	200	
(o)	Disp Syringe 5 ML	100	
(p)	Bandage Thana 20 Mtrs	10 Thans	
(q)	Cotton (500 Gm)	05 Kg	
(r)	Elect Powder	50 Pkts	
(s)	Crepe Bandage (10 Cm)	04	
(t)	Moov Ont	10	
(u)	Povidone Iodin Solution (500ML)	02 Bot	
(v)	Roller Bandage – 10 Cm	500	
(w)	Roller Bandage – 7.5 Cm	500	
(x)	Roller Bandage – 5 Cm	300	
(y)	Savlon Lotion (01 Ltr)	02 Ltrs	
(z)	ICT Kit for Malaria Test	100	
(aa)	Dettol (500 ML)	01 Ltr	

### **17.INSTRUMENT/EQUIPMENTS**

(a)	Nelsons Inhalor	01 No	}
(b)	Stitch cutting Scissor	01 No	
(c)	Plastser Cutting Saw	02 Nos	
(d)	Ice Tray Plastic	04 Nos	
(e)	Rain Coat (Pant + Shirt)	01 Pair	
(f)	Infrared Lamps (Philips)	01 No	
(g)	B.P. Instrument (Elkoum)	02 Nos	
(h)	Ice Pot (Plastic) Dimond	02 Nos	

## TERMS AND CONDITIONS OF TENDERING PROCEDURE

1. Tender documents is not transferable.
2. The amount of Rs----- (Rupees ) collected towards tender documents (term and condition and specifications, if any) is not refundable.
3. Payment:
  - (a) Payment will be made only after receipt of the items/ products/ materials/ equipment service at the school and after satisfactory installation by the company representative / completion of work.
  - (b) No advance payment will be made on any account.
  - (c) Payment will be made only by means of an 'Account Payee Cheque 'DD may be issued on request in writing and the DD commission will be charged.
4. The firm should bring the items/equipment/product/materials to the school as sample at their cost to confirm its superiority. Samples/ documents / brochures/ catalogues are mandatory to confirm the technical bid prior to financial bid.
5. The literature by the firm should be self-explanatory.
6. The firm should be ready to execute the supply within 7 to 30 days from the date of order as per the requirement. Grocery/fresh/meat/chicken/egg to be supplied in 24 hours advance demand . The firm is liable to compensate damages/financial losses to the school, in case they fail to execute the order after getting the supply order. The party is bound to pay double the amount of the product cost if they to supply the item for whatsoever reason. The demand after the finalization of supplier can be in the form of written, SMS, e-mail or verbal , in case no necessity based situation. The reason of ignorance by the supplier for failure to execute an order shall not be entertained or accepted.
7. Date of manufacturing/packing date and its life span is to be mentioned clearly on packages. Warranty/guarantee period is to be mentioned.
8. The 'Annual Maintenance Contract' scheme of the firm should clearly be spelt out.
9. Terms and conditions for up gradation in future, if required, are to be mentioned in the offer.
10. Maximum 'Educational Discount' admissible in to be mentioned in the offer.
11. The income – tax laws as applicable with Central/State Government policies will be taken into account. In case, the policies at the time of payment are different from the one stated in the Tender Documents, the policy in force will be followed.

12. If required, negotiation may be made during finalization of the contract and the date will be intimated later.
13. The Principal, Sainik School Bhubaneswar reserves the right to reject any or all tenders without assigning any reason thereof .
14. If any certificate, enclosed by firm are found to be fake/bogus/tampered, such of those agencies shall be black listed for a period of 10 years and the contract will be terminated with immediate effect.
15. Each firm has to submit a copy of Registration certificate/Registration number from the concerned authority wherever applicable.
16. Tenders by Fax/E-mail will not be accepted unless otherwise stated.
17. Post tender correspondence shall not be entertained.
18. Last two year's list of clients is to be enclosed.
19. Separate tender papers should be obtained for different items.
20. For other details, term and conditions, the firm are advised to refer to the tender document.
21. It is hereby brought to the notice of all prospective bidders that if any change/additions/alterations are found to be made by them in the copies of the quotation, proof documents etc and the same in subsequently detected / noticed at any stage even after award of the supply order; all necessary action including stoppage of the supply order, forfeiting of EMD and stoppage of payment would be taken. In addition the bidders shall be liable to be prosecuted under law for any malpractice found.
22. This advertisement does not constitute, and will not be deemed to constitute any commitment on the part of the school with respect to exact demand quantity.
23. The tender forms are required to be submitted prior to tender opening procedure. One day later and incomplete tender forms shall be summarily rejected. No correspondences in this regard will be entertained.
24. The Principal Sainik School Bhubaneswar reserves the right to itself not to issue the document and/or to accept or reject any or all offers at any stage of the process and or modify the process without assigning any reason whatsoever , and his decision in the matter is deemed as final and binding. The firm will not be entitled for any compensation for rejection of his application. However, demand draft will be returned to the bidder in case tender documents are not issued.
25. Lowest rate do not guarantee the purchase order , rather the quality , after sales service , continued response , guarantee/warranty amongst others will also be taken in to consideration. Brand name and model Nos. should invariably be quoted for all the items. Items of poor quality will not be considered for procurement.



26. If any firm has authorized dealership certificate , the same also be enclosed. The authorized dealership shall be considered subject to be other conditions.
27. Sainik School Bhubaneswar dose not bind itself to accept only lowest tender. It received the right to select the bidder on other essential count also.
28. The last date of for submission of 'Tender Document' is \_\_\_\_\_2018 by 1700 hrs. Tender received after the due date will not be considered.
29. Tenders will be opened on \_\_\_\_\_2018 by 1100 hours at the school premises by the tender opening committee (TOC).
30. Legal jurisdiction will be restricted to only at Khurda Dist.
- 31. PRINCIPAL'S DECISION WILL BE FINAL ON ALL MATTERS.**
32. All correspondence should be addressed to the following address:-  
The Principal Sainik School Bhubaneswar  
Post : Sainik School  
Distt : Khurda  
Odisha-751005
33. Income tax @ 2% will be deducted at source subject to changes if any by Govt of India.
34. No information shall be given with respect to the various board proceedings , supply order , total quantity , brand selection , tender forms of other parties , quotations of other parties , contact details / addresses of other parties , etc. , even under RTI Act. Your attention is brought to RTI section 8 for reference.

**Note:** if the date of receipt and opening of tender happen to be declared as holiday, the same will be observed on the next working day at the same time. The successful bidder should submit their RFP documents duly signed in all pages at the time of signing the contract.

**ADMN.OFFICER  
SAINIK SCHOOL  
BHUBANESWAR**

Signature of Tenderer

Name : \_\_\_\_\_

Address : \_\_\_\_\_

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Phone No. \_\_\_\_\_

E-mail (if any) : \_\_\_\_\_

**(Enclosed Demand Draft for Rs.1000/- as EMD along with this Tender Form)**