



Indian Maritime University Kolkata
भारतीय समुद्री विश्वविद्यालय - कोलकाता
A Central University, Ministry of Ports, Shipping and Waterways, Govt. of India
केंद्रीय विश्वविद्यालय, पोत परिवहन और जलमार्ग मंत्रालय, भारत सरकार
P-19, Taratala Road, Kolkata - 700088
पी-१९, तारातला रोड, कोलकाता - ७०००८८
Established: 1949



IMU-KC/Medicines/23-24/02

Date: 21.11.2023

Sub: Quotation for Medicines & Accessories for the Dispensary of IMU-KC

Sealed quotations are invited towards the following Medicines & Accessories for the Dispensary of Indian Maritime University – Kolkata Campus, located at P-19, Taratala Road, Kolkata - 700088. Bidders are requested to submit their rates in the following format:

Sl. No.	Name of the Item	Qty. (in nos.)	Rate per unit (in Rs.)	Applicable taxes per unit	HSN Code	Total rate per unit (including taxes)	Total Amount (in Rs.)
A	B	C	D	E	F	G = D + E	H = G x C
1	Tab Paracetamol 650 mg.	2000					
2	Tab Aceclo Para (Aceclofenac 100 + Paracetamol 325 mg)	300					
3	Tab Ofloxacin + Ornidazole (200 + 500 mg)	500					
4	Tab Amoxyclave (500 + 125) 625 mg	500					
5	Tab Levocetirizine 0.5 mg	200					
6	Tab Montelukast 10 mg + Levocetirizine 5 mg	100					
7	Metrogel Mouth Gel	20					
8	Otec Ear Drops 10 ml.	20					
9	Syrup Piriton CS (Dextromethorphan + CPM) 100 ml.	300					
10	Syrup Piriton Expt (Chlorpheniramine Maletate, Ammonium Chloride and Sodium Citrate Expectorant) 100 ml.	200					
11	Keto Soap 75 gm.	200					
12	Tab Digine (Chewable Antacid)	400					
13	Tab Drotin DS 80 mg.	500					
14	Tab Ondem 8 mg. (Ondansetron)	200					
15	Candid Powder (Clotrimazole) 100 gm.	50					

Amulya

16	Karvol Plus	200				
17	Lactocalamine Lotion (60 ml.)	100				
18	Inj Tetanus Toxoid (0.5 ml.)	50				
19	Cap Vizylac	400				
20	Fusidic Acid Ointment 10 gm.	50				
21	Adhesive Cotton Tape 2.5 cm	05				
22	Adhesive Cotton Tape 5 cm	05				
23	Diclofenac Gel 30 gm.	50				
24	Tab Amoxicilin 500 mg.	200				
25	Inj Rabies Vaccine	20				
26	Vita Enzyme Syrup (200 ml.)	50				
27	Wrist Brace (M)	50				

Terms & Conditions:

1. Bidders should quote their rates as per the above format in their letterhead with official stamp and signature.
2. The rates quoted should be inclusive of all but excluding taxes, which should be stated separately.
3. E-invoicing is mandatory as per Notification No. 61/2020 – Central Tax dated 30.07.2020.
4. IMU-KC reserves the right to increase or decrease the required quantities as mentioned above.
5. The rates quoted should be valid for two months from the issuance of the letter inviting quotations. IMU-KC may place further orders with the same rates during the said period depending on requirements.
6. The expiry of the above mentioned items should not be less than one year from the date of their delivery; otherwise items will not be accepted by IMU-KC.
7. Items should be delivered preferably within 10 (Ten) days of placing order, failing which LD @ 0.5% per week or part of the week may be imposed upto a maximum of 10% of the value of the Purchase Order.
8. Submission of multiple bids by a single firm will lead to rejection of the bids and IMU-KC may black list such firms from future participation.
9. Last date of submission of quotation is 30.11.2023.
10. IMU-KC reserves the right to split the order between different bidders in case of tie.
11. The quotation is to be submitted in sealed envelope clearly subscribing “Quotation for Medicines & Accessories”.

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12. The envelope should be addressed to the Dy. Registrar, Indian Maritime University, P – 19, Taratala Road, Kolkata — 700 088 and deposited in the Tender Box kept at the Dy. Registrar's office (1st floor, Room No. 130) or can be sent by post.
13. The envelopes are to be sealed properly with gum and not by stapler pin. The envelopes should be superscribed with proper Tender no. and date along with the subject.
14. Evaluation would be done based on the item-wise L1 rates quoted by the prospective firms.
15. Payment will be made through Bank Transfer after successful delivery of the items and their acceptance.
16. Notwithstanding anything specified in this letter inviting quotation, IMU-KC at its sole discretion, unconditionally and without assigning any reason, reserves the right:
 - (a) To accept or reject lowest bid or any other bid or all the bids.
 - (b) To accept any bid in full or in part.
 - (c) To reject the bid offer not conforming to the tender conditions.
17. Micro and Small Enterprises should provide valid MSME certificate along with the quotation.
18. MSME quoting within the price band of L1+15% shall be allowed to supply the requirement up to 25% of the tender quantity subject to the condition that such Enterprises bring down their price to L1 price where L1 price is from other than a Micro and Small Enterprise. If L1 offer is from a Micro / Small Enterprise, this provision will not be applicable. In case more than one Micro and Small Enterprise is there within this span, the supply shall be shared proportionately to the tender quantity. For availing the advantage of L1+15%, bidders have to provide the MSME certificate along with the quotation.

Anshu 21/11/23
O.I.C. - Purchase