

ANNEXURE - I

Documents to be submitted:

- Dealership/Authorization Certificate from manufacturer.
- Performance statement/Experience Certificate from competent authority.
- I.T. Clearance Certificate/I.T. Return of last assessment year and PAN card. (photocopy duly attested).
- VAT Registration Certificate and upto date VAT Clearance Certificate (photocopy duly attested).
- Drug License (photocopy duly attested).
- Trade License from competent authority. (photocopy duly attested).
- Non Conviction Certificate & Market Standing Certificate (if any) from competent authority.
- Financial Statement of last 3 Years from C.A is to be enclosed.
- Financial sound Certificate from banker is to be enclosed.
- Affidavit in support of tender is to be enclosed in original (duly signed by the Notary public).
- Original Document is to be shown during opening of technical bid or on scrutiny.

**Principal cum Chief Superintendent
Tezpur Medical College & Hospital
Tezpur**

ANNEXURE - II

Terms and Condition:

- Technical and Financial bids are to be submitted together in sealed envelope clearly indicating the Tender Ref. No on the envelope and addressed to the Principal, TMC&H Tezpur.
- The rates against each items of the enclosed list should be quoted in figures and words and that shall be inclusive of all taxes, entry taxes and other incidental handling, commission charges etc.
- The cover containing the tender should be super scribed as the **“Tender for supply of Medicine Items for the year 2015-16”** in block letters.
- Incomplete and defective tender shall not be accepted.
- EMD of Rs. 25,000/- (twenty five thousand) only in the form of FDR of schedule Bank valid for one year pledged to the “Member Secretary, SMET” to be submitted. Any bid from a bidder who fails to furnish EMD will be summarily rejected as the purchaser non responsive.
- The authorized Stockist / Distributors or authorized dealers will have to supply the cent percent of materials as specified in the supply order. In case of any discrepancy noticed regarding quality/quantity of the materials, the tenderers will have to bear the losses for such supply.
- The work/supply order will be placed as and when requirement arises and payment will made subject to the availability of fund after observing all formalities. Any claim for advance payment will not be entertained. No interest will be paid for late payment (if any).

- In the event of failure to supply the required materials as ordered in stipulated period, the order will be automatically cancelled and will invite forfeiture of the security deposit.
- The rates shall be valid for one year from the date of acceptance of the tender.
- Items have to be supplied within 10 (ten) days from the receipt of supply order.
- There should be provision for supply immediately in emergency basis as and when necessary.
- Samples to be submitted as and when required.
- Items supplied should be as per specifications and samples submitted.
- In case of holiday next working date and time will be the last submission time of tender.
- Canvassing in any form will make the tender liable to rejection.
- Price escalation will not be allowed in any case.
- The tender should be written neat and clean without any cutting/overwriting.
- The Tender documents should be page marked with signature and seal on each page.
- The undersigned reserve the right to accept or reject any or all tender or part thereof without assigning any reason thereof and under no any circumstances, the undersigned is bound to accept the lowest rate of the tender.
- The Courts at Tezpur shall have the jurisdiction to settle up any/all disputes if arise.

**Principal cum Chief
Superintendent
Tezpur Medical College & Hospital, Tezpur**