

**Medical Department
Eastern Railway, Liluah**



NOTICE

**EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF
LICENSED CHEMISTS/ DRUG RETAILERS AS VENDORS FOR
SUPPLY OF MEDICINES, SURGICAL ITEMS AND CONSUMABLES
ON DAY TO DAY BASIS FOR LOCAL PURCHASE**

PREAMBLE:

Eastern Railway Hospital, Liluah, is a 96 bedded hospital, providing medical services to Railway employees and beneficiaries of Eastern Railway and also referral cases of health units, other hospitals. This hospital is running with huge numbers of patients along with IPD and Workshop Health Units. As such various medicines, Surgical Items and consumables need to be procured through Local Purchase from open market which is worth approximately Rs.45 lakhs per year.

Expression of Interest (EOI) is invited through sealed application from the licensed chemists/ drug retailers, situated nearby from Eastern Railway Hospital, Liluah for registration of vendors with this hospital, offering **maximum rebate on MRP**. In the next stage, vendors who will meet the eligibility criteria will be asked for submission of financial bids for different items and the successful vendors will then be considered for empanelment for Local Purchase.

1. The chemist/medical stores shop should be in existence continuously for at least last five years. (Copy of licenses held for last five years has to be submitted).
2. The chemist must hold valid licenses as on the date of submission of Bid in specified forms issued by the drug control authority of the State under the provisions of Drugs and Cosmetics Act, 1940. The successful Bidder will further ensure that their licenses remain valid on the date of bid opening and till the end of the contract period.
3. Copy of valid trade license.
4. The vendor should preferably be registered at IREPS.
5. The chemist must not have been convicted by the State drugs authorities and no case should be pending under the Drugs and Cosmetics Act and Rules.

6. The annual turnover of the bidder in the previous three financial years should not be less than Rs. 13.5 lakh. The bidder has to submit an Audit Balance Sheet with Profit and Loss statement from a CA and or from 26AS (Income tax Dept), of the previous three financial years in support thereof.
7. The chemist shop/commercial establishment should be situated within 5 kms (approx).
8. Copy of valid GST Registration certificate.
9. A copy of PAN allotted to the firm.
10. Performance certificate from the institutions (Other than Eastern Railway Hospital, Liluah) where the firm has been supplying medicines, surgical items and consumables should be provided.
11. Presence of proper storage and cold chain supply system in the vendor's establishment.
12. The chemist or his representative shall always be contactable/approachable over phone and otherwise on all the days. Every vendor should have an official e- mail ID and official contact number.
13. Award of contract will be given to the retailer providing maximum rebate on MRP. Contract may be awarded to more than one participant if maximum rebate on MRP offered is same.
14. Shop has to accept cashless services on billing system on monthly basis. Payment will be made through NEFT on receipt of bills in triplicate along with chalan copies on monthly basis.
15. The billing system should not be discontinued, if payment is delayed in extraordinary circumstance due to system handicap or financial crunch for some time.
16. Once the EOI bids are received, Eastern Railway Hospital, Liluah, will finalize the most suitable firms as vendors after evaluation and technical scrutiny of EOIs and in the next stage, vendors who will meet the eligibility criteria will be asked for submission of financial bids for different items and the successful vendors will then be considered for empanelment for Local Purchase.
17. Documents should be submitted in prescribed format with supporting documents in a sealed envelope by hand only, (not through postal or Courier services) to the Chief Medical Superintendent, Eastern Railway Hospital (Medical Store), Liluah, Pin -711204 latest by 13Hrs, of 25/04/2019. Document received after the schedule date and time shall be rejected at once.

18. Eastern Railway Hospital, Liluah reserves the right to reject any or all the expressions of interest without assigning any reason thereof.
19. Eastern Railway Hospital, Liluah reserves the right to deal with the proposal in any manner without assigning any reasons for the same. The decisions of Eastern Railway Hospital, Liluah in this regard shall be final.
20. Validity of contract: 2 (Two) years from the date of signing of the contract from both the side.
21. Validity of rate for acceptance : 120 days
22. In case of termination of agreement before the expiry of agreed period, one month notice to be given by either party with the reason, acceptable by both the parties.
23. The vendors selected for registration shall be invited later on for submission of financial bids for branded drugs, branded generic / generic drugs, vaccines, Lab. Reagent. X-Ray items, disposable and consumables, surgical items etc.
24. Order will be placed through e mail/sms/WhatsApp/fax to the supplier.
25. **Performance of the vendors shall be accessed on the following criteria:**
 - i) Services will be required 24X 7.
 - ii) Material will have to be supplied on the same day preferably before the closing of OPD. if the indent has been placed at least 4 hours before closure of OPD timings.
 - iii) Medicines for which orders are placed before 13.00 hrs should be supplied and delivered before 17.00 Hrs on same day to Eastern Railway Hospital, Liluah.
 - iv) Unclaimed medicine will be returned on monthly basis. The cost will be deducted from the next month bill accordingly.
 - v) For life saving drugs, firm/vendor has to supply within a short notice preferably within one hour of being intimated.
 - vi) Medicines and other items should be supplied by the same name (make and salt as indicated). No alternate or substitute will be accepted except with special permission of CMS/ACMS.
 - vii) Performance register will be maintained by the store pharmacist concerned. The vendor or its representative will making delivery shall sign with date and time on receipt register or receipted chalan. Any entry into the register shall be the final proof of performance. The authorized representative of the vendor, making supply can see the performance register. Entries on the register shall be final and shall not be put to question on any dispute.

- viii) Failure to supply in time, quantity and quality shall be recorded.
- ix) Supply of substandard drugs shall be dealt as per Railway Board L.No. 2014/Rs (G)/79/13 dated 04/06/2018.
- x) More than one firm will be empanelled for each group of items mentioned above.
- xi) Order for supply against a particular item will be placed on the vendor as per rotation and periodically fixed by CMS/ACMS (IC/Medical Store)
- xii) If the vendor fails to supply as per contract condition, the particular item shall be procured from the vendor next on the sequence list of rotation and it will be recorded in the performance register or in case of urgency it can be purchased from the market and difference of cost will be recovered from the vendor to whom the order is placed.

Format for submission of EOI:-

The proposal may please be submitted in the format and schedule annexed to this document as Annexure-A, along with supporting documents for the information provided. EOI document with format and schedule is available for free download at Eastern railways official website <http://www.er.indianrailways.gov.in> . The same can also be collected from the Medical Store/ E. Rly./Liluah upto 13.00 hrs of 24.04.2019.

Last date of submission:

The EOI from interested service provider will be received in sealed envelopes upto **13.00 hrs of 25/04/2019** in the office of Medical Store, Liluah. The offer will be opened in the same day at 15.30 hrs.

Contact Details:

For clarification required if any, may contact ACMS (IC)/MEDL. STORE/E. Railway Hospital, Liluah-711204 (Rly no. 9002029661, 25103)

Chief Medical Superintendent
Eastern Railway Hospital/ Liluah

Annexure 'A'
Format for EOI

Sl No	Description	Information to be provided by the Chemist/ Medical Store	Supporting documents attached (Yes/No)	
1	Name of Centre			
2	Address			
3	Distance from Hospital			
4	Chemist/Medical Store shop should be in existence continuously for at least last 5 yrs. (Copy of license to be attached)			
5	Valid license by the Drug Controller Authority of State under the provisions of Drug and Cosmetics Act,1940			
6	Copy of Valid Trade license			
7	The chemist must not have been convicted by the state drugs authority & no case should be pending under Drug and Cosmetics Act & rules. An undertaking to this effect should be provided.			
8	Annual turnover in the previous two financial year's CA certificate copy to be attached			
9	The chemist shop/ commercial establishment should be situated nearby to E. Rly Hospital, Liluah.			
10	Copy of Valid GST regd. Certificate			
11	A Copy of PAN allotted to the firm			
12	Performance certificate from other Institutions			
13	Whether registered in IREPS			
14	Name of the existing empanelled organization / institutions if any.			

Declaration:

I/we solemnly declare that to the best of my/ our knowledge and belief, the information and the statement accompanying it are correct, complete and true.

Signature & Name of the authorized Signatory

Designation:

Seal:

Date:

Mob. & Ph. No: