

NORTH DELHI MUNICIPAL CORPORATION
OFFICE OF THE ADDL. DIRECTOR (HOMOEOPATHY)
13th Floor, E-1 Block, Dr. SPM Civic Centre, JLN Marg, New Delhi-110002

No. Addl. Dir./Homoeo/NDMC/2020/ 176

Dated 02/11/2020

NOTICE INVITING QUOTATION

Homoeopathic Department/North DMC has to procure **Homoeopathic Medicine Arsenicum Album 30, Globules No. 30 and Plastic Vials (½ Drahm & 1 Drahm)** from the market. A Purchase Committee under the Chairmanship of Director (AYUSH) is going to make a market survey in this regard under the Rule 155 of GFR 2017. To enhance the area of market survey and to get more competitive rates, sealed quotations are invited from the interested parties through publication of this notice on website of North DMC also. As this is procurement through Purchase Committee by quotations under the rule 155 of GFR 2017, it is totally at the discretion of the Purchase Committee to accept/reject any quotation and/or obtain further quotations directly from the market in the interest of the department.

All the interested parties are required to submit their quotations in the Diary section of the office of Addl. Director (Homoeopathy), 13th Floor, E-1 Block, Dr. SPM Civic Centre, JLN Marg, Delhi-110002 on or before the due date and time. Quotations received after due date and time will not be considered. The quotations will be opened in the Office of Director (AYUSH), 12th Floor, E-1 Block, Dr. SPM Civic Centre, JLN Marg, Delhi - 110002. The details of the items and schedule for submission and opening of the quotations is as under -

S. No.	Name of Item	Pack Size	Quantity	Date & Time of Submission of Quotation	Date & Time of Opening of Quotation
1	Arsenicum Album 30	100ml	400	On or before 10.11.2020 up to 5.00 P.M.	11.11.2020 at 11.30 A.M.
2	Globules No. 30	450gm	1500	Do	Do
3	Plastic Vials ½ drahm	Gross	300	Do	Do
4	Plastic Vials 1 drahm	Gross	300	Do	Do

Terms and Conditions: -

1. The Purchase Committee/Undersigned reserves the right to reject or accept any quotation without assigning any reason.
2. The quoted rates should be valid for six months from the date of opening of quotation.
3. **The rates shall be quoted in figures as well as in words and shall be protected with transparent tape, failing which the bid shall be rejected. Overwriting, alteration or cutting should be avoided and if any, should be attested by the authorized signatory of the firm.**
4. Full specification of the item must be given while quoting the rates & supported by samples/catalogue (if any). Exact amount of Central Excise, Packing & Forwarding Charges, GST charges etc. should be mentioned separately.
5. The supply is to be arranged by the firm within stipulated period of 30 days. If delayed, then penalty of 2% of the cost of the order per week, maximum 6% will be imposed on the firm. Non execution of supply will also attract 6% penalty. The penalty, if any, can be deducted from any of the pending payment/dues of the firm.
6. No supply shall be received which does not comply with the shelf life. The maximum time period permitted between the date of manufacturing and the date of supply shall not be more than ¼ of the whole life period of the item.
7. The firms are required to submit the following documents: -
 - Self attested copy of valid GST Registration No.
 - Self attested copy of PAN
 - Self attested copy of Valid Drug License (if applicable).
 - Certificate on letter head that the rates offered are not higher than the rates quoted in any other Govt. institution of NCT of Delhi
 - Certificate on letter head that they have not been debarred/blacklisted by any govt. institution.
8. No firm will be eligible to withdraw its rates on /after the submission of quotation.
9. All supplies will be subject to the pre-dispatch approval/approval of the Purchase Board. Right of approval/rejection reserved with Director (AYUSH). The firm has to remove the rejected item from Central Homoeo Store within three days of intimation, at their own cost.
10. The rates quoted are for the items to be delivered at Central Homoeo Store, 2nd Floor, Lala Hansraj Health Complex, Pkt. D-16, Sector - 7, Rohini, Delhi - 110085.
11. The supply should be marked /labeled as “ **North DMC Supply, Not For Sale**”
12. All pages should be numbered and signed by the authorized signatory of the firm. No conditional offer/quotation will be accepted.
13. The firms are required to submit that offer complies with quotation specification. Alternate rates in one quotation are not acceptable. If the firm quotes more than one offer, their quotations will be treated as invalid.
14. In case the opening date is declared a holiday, the quotation will be opened on the next working day at same place & time.
15. Quotation No. should be written on the envelope in bold letters.
16. The firm must fulfill the general terms and conditions of the quotations. Any contradiction to the above terms and conditions, the bid is liable for rejection.
17. Full description of the quotation is also available on the official website of North Delhi Municipal Corporation - www.mcdonline.nic.in
18. Format of the quotation is given overleaf.

Distribution:

1. Director (AYUSH)/North DMC
2. DOV, Civic Centre
3. DCA (Health)
4. MO I/c, Central Homoeo Store
5. Notice Board, Central Homoeo Store
6. MO I/c, Mrs. GLM Hospital for display on Notice Board
7. Addl. Director (IT) with the request for display on the website of North DMC


Addl. Director (Homoeopathy)
North Delhi Municipal Corporation
Civic Centre, New Delhi-02

TO BE PRINTED BY THE FIRM

On the Letter Head

No. _____

Date: _____

To

The Addl. Director (Homoeopathy),
North Delhi Municipal Corporation,
13th Floor, E-1 Block, Dr. SPM Civic Centre,
JLN Marg, New Delhi – 110002

Subject: - Notice Inviting Quotation

Reference: - Quotation No. Addl. Dir./Homoeo/NDMC/2020/_____

dated _____

Quotation

S. No.	Name of Item	Pack Size	Quantity	Rate per unit (In Rs.)	Rate of GST	GST (In Rs.)	Total Amount (Including GST)
1	Arsenicum Album 30	100 ml	400	In figures, To be covered with transparent tape			In figures, To be covered with transparent tape
2	Globules No. 30	450 gm	1500	---Do---			---Do---
3	Plastic Vials ½ Drahm	1 Gross	300	---Do---			---Do---
4	Plastic Vials 1 Drahm	1 Gross	300	---Do---			---Do---
Total Amount (including GST)							

Total Amount (in words) _____
(To be covered with transparent tape)

- I/We hereby accept all the terms and conditions of the quotation as mentioned in the Notice inviting Quotation.
- Certified that the rates offered are not higher than the rates quoted in any other Govt. Institution of NCT of Delhi.
- Certified that the firm has not been debarred/blacklisted by any govt. institution and there is no CBI/Vigilance Enquiry pending complaint against the firm.
- The following documents are enclosed with the quotation:-
 - a. Copy of GST Registration
 - b. Copy of PAN
 - c. Copy of Valid Drug License (If Applicable)

Signature of Authorized Signatory
Stamp and date