



**MUNICIPAL CORPORATION OF DELHI
(HOSPITAL ADMINISTRATION DEPARTMENT)**

Addl. Director Hospital Administration (Primary Health)

**E – Block, 18th Floor, Dr SPM Civic Centre,
J L N Marg, New Delhi – 110002.**

No.1059/Addl.DHA/MCD/2025

Dated: 10.03.2025

INVITATION FOR EXPRESSION OF INTEREST (EOI)

Municipal Corporation of Delhi invites Expression of Interest (EOI) from Jan Aushadhi Kendras willing to supply Jan Aushadhi medicines only to designated Pensioners' centers located all over Delhi on local purchase basis. The detailed EOI document is available on MCD website <https://mcdonline.nic.in>. Last date of submission of response to EOI through electronic or physical form is **25.03.2025**.

**S/d
Addl. Director Hospital Administration (Primary Health)
MCD**



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INVITATION FOR EXPRESSION OF INTEREST (EOI)

1 Inviting Expression of interest (E.O.I) for empanelment of Jan Aushadhi Kendras willing to supply Jan Aushadhi medicines only to Designated pensioners centre.

Hospital Administration Department is willing to invite E.O.I. from interested Jan Aushadhi Kendras' operators/vendors situated in adjoining areas of above mentioned pensioners' centre location for empanelment. These Jan Aushadhi Kendras should be willing to supply only Jan Aushadhi medicines to the designated pensioners centre or multiple centres of MCD as per feasibility, covering the 12 zones of MCD.

2 Expression of interest (E.O.I)

Hospital Administration Department is hereby inviting Expression of interest from interested Jan Aushadhi Kendras' operators/vendors situated in adjoining areas of above mentioned pensioners' centres' location for empanelment to supply only Jan Aushadhi Medicines to the designated pensioners' centre of MCD through their Proposal Letter/Report addressed to the Office of Additional DHA (Primary Health). These Jan Aushadhi Kendras should be willing to supply only Jan Aushadhi medicines to the designated pensioners centre or multiple centres of MCD on the T & C elaborated hereunder as per feasibility, covering the 12 zones of MCD.

3 Direct Demanding Officer:

The Medical officer I/c of designated pensioners' center is declared as Direct Demanding Officer for the contracted chemist(s). Their demand has to be delivered in the designated premises as per terms & conditions.

4 Terms & Condition.

- 4.1 Selected Jan Aushadhi Kendras shall enter into agreement with Municipal Corporation of Delhi on Non judicial Stamp paper of Rs. 100/- (As per Draft)

- 4.2 In case of non-performance of provisions of terms & conditions of agreement, MCD shall have the right to terminate the agreement with forfeiture of deposited security money.
- 4.3 If there are more than one Jan Aushadhi Kendra operator/vendor willing to comply with the provisions of terms & conditions of the agreement for supply of Jan Aushadhi medicines to designated pensioners' center, then the orders shall be equally divided among them.
- 4.4 If the Selected Jan Aushadhi Kendra fails or neglects to observe or perform any of its obligations under the contract agreement, the Municipal Corporation of Delhi has every right to forfeit the furnished performance security.
- 4.5 In the event of acceptance of contract the agreement must be signed by the authorized signatory of the Selected Jan Aushadhi Kendra and Addl. DHA (Primary Health) within one week of award of offer for supplying Jan Aushadhi medicines only. No supply order will be issued by any DDO before signing of contract agreement. In case any supply is made without entering to agreement, MCD shall not be liable to make payments of such supplies received.
- 4.6 Selected Jan Aushadhi Kendra will have to furnish (Performance) 'Security deposit' amounting Rs.10,000/- (Rupees Ten Thousand only) as per terms & conditions in the form of FDR valid for the valid period of contract. This should be pledged in the name of Commissioner, Municipal Corporation of Delhi. When the contract ceases the pledge will be cancelled and security will be returned to the concerned Jan Aushadhi Kendras' operators/vendors. The security shall stand forfeited in the event of breach of any of the terms of contract by the Jan Aushadhi Kendra.
- 4.7 Chief Administrative Medical Officer (CAMO) reserves the right to effect the purchase of medicines/surgical consumables outside this contract in cases of any urgent demand.
- 4.8 The scheme will be implemented from date of Award of Contract for a period of 02 years in all health institutions earmarked for local purchase of Jan Aushadhi medicines as detailed above. The contract can be renewed every two years on mutual consent with the approval of Director Hospital Administration.
- 4.9 The Jan Aushadhi Kendras is expected to supply the Jan Aushadhi medicines/surgical consumables on the same day (Within working Hours of the facility), if ordered before 12:00 Noon and next working day by 12.00 Noon, if ordered after 12:00 Noon of the day.

- In case of emergency situation, the supplier is required to deliver Indent immediately on telephonic message.
- 4.10 All Jan Aushadhi medicines supplied shall have at least half of its shelf life remaining at the time of supply. The quality/quantity of supplied medicines/items will be the sole responsibility of the supplier.
 - 4.11 The supplier will be responsible for proper supply of Jan Aushadhi medicines/items safely in the hands of concerned Medical Officer in-charge/pharmacist in the store of the concerned Pensioner centre.
 - 4.12 The Jan Aushadhi Kendras' operators/vendors shall clearly mention the Batch number, Quantity supplied and GST percentage in the Original Bill/receipt (two copies of Bill).
 - 4.13 The selected Jan Aushadhi Kendras' operator/vendor will have to give an undertaking on non-judicial stamp paper of Rs. 100/- that the supply will be made immediately on receipt of order/telephone message on the same day, if ordered to do so before 12:00 PM. On failing to supply within 24 hours of order or the very next working day, in case the next day(s) happen to be holiday, the order will automatically stand cancelled and cost of the medicines purchased by the individual will have to be paid by the selected chemist on production of the receipt.
 - 4.14 In case of Failure to reimburse the cost of the medicine purchased by the Mpl. Health scheme beneficiary, triple the cost of the medicine(s)/item(s) purchased by the individual whose medicine(s)/item(s) were not supplied within 24 Hrs, the cost of the medicine(s)/item(s) purchased by the Mpl. Health scheme beneficiary will be recovered from the bills of the concerned Jan Aushadhi Kendra by the concerned Medical Officer in-charge of the designated pensioner centre.
 - 4.15 Other penalty clause/Fine: Failure to supply Jan Aushadhi medicines/items or part supply in agreed time frame i.e. 24 Hrs. or the very next working day (in case the next day(s) happen to be holiday) for more than three consecutive occasions in a month, the Jan Aushadhi Kendra shall be penalized for non-supply @ Rs.5000/- per day X (Total Number of days of Non-supply), @ Rs.2000/- per day X (Total Number of days of part-supply) for making part supplies and Rs.1000/- per day for any discrepancy/late supply. The concerned Medical Officer in-charge shall make the recovery from the bills of the Jan Aushadhi Kendra as penalty. The penalty as

detailed above can be imposed again next month as a deterrent against habitual Non/Part or Late supply.

- 4.16 Any false statement by the selected Jan Aushadhi Kendra will make the contract agreement stand terminated. Such Jan Aushadhi Kendras shall also be liable for penal action including black listing.
- 4.17 No guarantee can be given regarding the minimum quantity of Medicines and Surgical Consumables, ordered by the concerned in-charge of Pensioners Centre, the same is subject to the unavailability of medicine/item in Health Institution's own Pharmacy. The previous year's purchase amount of medicine/consumable is indicative only.
- 4.18 All the notices/letters/supply orders, etc. to Jan Aushadhi Kendras' operators/vendors will be deemed to have been served if sent by registered post, through E-mail or telephonically at the provided address/contact details (Email, Mobile/Telephone).
- 4.19 Under any circumstances, if the license of the Jan Aushadhi Kendra is cancelled or suspended by any authority of Delhi, his contract with the Hospital Administration Department of MCD shall be automatically deemed suspended with immediate effect.
- 4.20 Director Hospital Administration holds all rights to cancel the contract of the supplier without assigning any notice/reason.
- 4.21 Force Majeure. Unless prevented due to an event of force majeure, if the Jan Aushadhi Kendra fails or neglects to observe or perform any of its obligations under the contract agreement, the affected party promptly inform/write notice to the other party and shall be excused from such performance to the extent of the aforementioned prevention, restriction or interference.
- 4.22 Indemnity Clause: It is clear between the parties that in case of any legal proceedings arising out of this agreement, the Municipal Corporation of Delhi shall not be responsible for the same and successful qualified bidder shall indemnify the Municipal Corporation of Delhi in case of any loss or damage.
- 4.23 Dispute Resolution: All the disputes shall be resolved through mutual discussion between the parties, if discussion between the parties' authorized representatives do not resolves the dispute, the same shall be referred to DHA for resolution. The disputes, if any through discussion & reference shall have to be resolved within 15 days of first information of the same in writing. In case the disputes are not resolved within 15 days or any party to the dispute is not satisfied with the dispute resolution process he/it may file appeal

before the commissioner MCD, who in turn shall resolve the disputes between the parties within a further period of 15 days. The decision of Commissioner shall be final and binding on both parties. In case the disputes are still not resolved, then either of the party can approach court at New Delhi Only for adjudication of disputes which could not be resolved through dispute resolution mechanism detailed above.

- 4.24 In case the Jan Aushadhi Kendra wants to terminate the contract before expiry of the contract, the performance security deposit of the chemist shall be forfeited. The firm/chemist shall be blacklisted for empanelment for the next two years.
- 4.25 Saving clause: No suit, prosecution or any legal proceedings shall lie against MCD or any person for anything that is done in good faith or intended to be done in pursuance of empanelment.

5 Guidelines for payment

- 5.1 Bill/Claims (Two copies) shall be submitted (complete in all respects) to the respective Pensioners' Center for payment.
- 5.2 On receipt of Bills, The I/C of the Pensioners' Center shall verify the Bills after making necessary entries, attach Budget slip and submit at respective CAMO for release of payments. In case of Pensioners Center located at Hospitals, the I/C of the Pensioners Center shall verify the Bills after making necessary entries, attach Budget slip and submit at respective office of MS's for release of payments.
- 5.3 Bills shall be cleared by the office of CAMO & MS's through Zonal Accounts, on receipt from the office of CAMO of the respective Zone & MS's respectively.
- 5.4 Allocated budget of pensioner centre under relevant Non plan Head of account shall be booked to settle the bills/claims of purchase from selected chemist/s.
- 5.5 Efforts shall be made for payments of the supply of items in three month from the date of bill receipt, if complete in all respects. No interest will be paid in case of delay.

6 Payments: -

- 6.1 Bill/Claims, complete in all respects, shall be submitted to the respective Pensioners' Center for payment;
- 6.2 Efforts shall be made for payments of the supply of items in three month from the date of bill receipt, if complete in all respects. No interest will be paid in case of delay

7 Details of Zone wise list of pensioners' centers along with F.Y. (2023-24) Expenditure on Purchase of Medicine (both branded & Generic) under 12 zones and expected Expenditure in two years +20% rise due to increase in pensioners base & Market inflation etc. is as follows :-

S.NO	Zone	Name of pensioner centre with Address	Expenditure under H/A-1092 (F.Y. 2023-24). In Rs.	Expected expenditure in one year on purchase of Generic medicine (@50% of Expenditure in F.Y. 23-24) In Rs.	Expected Expenditure in two year period +20% rise due to increase in pensioners base & Market inflation etc. In Rs.
Col.1	Col.2	Col.3	Col.4	Col.5	Col.6
1	Central Zone (03 centres)	PUHC Badarpur, Mathura Road, Badarpur	7,44,364	3,72,182	8,93,236.80
		Lajpat Nagar Colony Hospital, Vir Sawarkarmarg, Lajpat Nagar, New Delhi	44,98,096	22,49,048	53,97,715.2
		PSMS Hospital Kalkaji, Giri Nagar, Kalkaji, New Delhi	24,13,624	12,06,812	28,96,348.8
2	City SP Zone (05 centres)	Dr. Baba Saheb Ambedkar PUHC, Sadar Thana Road, Delhi	6,85,714	3,42,857	8,22,856.8
		Vivekanand Puri PUHC Padam Nagar Delhi, 110007	18,90,161	9,45,081	22,68,193.2
		Town Hall Dispensary, Girdhar Lal Maternity Hospital Complex New Delhi	1,43,39,205	71,69,603	1,72,07,046
		Hindu Rao Hospital, Malka ganj, Delhi-110007	15,56,746	7,78,373	18,68,095.2
		Kasturba Hospital, Near Jama Masjid, Delhi-110006	2,03,758	1,01,879	2,44,509.6
3	Civil Lines Zone (02 centres)	Badli Dispensary, Badli Allopathic Dispensary MCD colony Samaya Pur Delhi	5,18,722	2,59,361	6,22,466.4
		Balak Ram Hospital, Timarpur, Delhi-54	29,11,623	14,55,812	34,93,947.6
4	Karol Bagh Zone (03 centres)	Bhagwan Mahavir PUHC, Old Rajinder Nagar, 110015	16,64,685	8,32,343	19,97,622
		Pahar Ganj Dispensary, Pahar Ganj, D.B. Gupta Road, Delhi	17,50,737	8,75,369	21,00,884.4
		Ramesh Nagar PUHC, Near Chacha Nehru Park New Delhi - 110015	6,66,411	3,33,206	7,99,693.2
5	Keshavpuram Zone (05 centres)	Atma Ram Gupta Polyclinic, Onkar Nagar, Tri nagar Delhi	15,94,833	7,97,417	19,13,799.6
		Nimri Polyclinic, Ashok Vihar Delhi - 52	17,00,185	8,50,093	20,40,222
		Azadpur Dispensary, D-56 MCD Colony Azad Pur Delhi 110033	53,98,725	26,99,363	64,78,470
		PUHC Paschim Vihar, Vill.Jwalaheri, Paschim Vihar Behind Lakshmi Narayan Mandir, Delhi-110063	16,76,093	8,38,047	20,11,311.6
		PUHC Rani Bagh, Near NDPL Office, Multani Mohalla, Rani Bagh, Delhi-11004	12,00,509	6,00,255	14,40,610.8
6	Najafgarh Zone (02 centres)	Bijwasan Dispensary, Behind Railway Station	40,39,000	20,19,500	48,46,800
		Ghumanehra Dispensary, Village Gumenhera, New Delhi-110071	21,97,168	10,98,584	26,36,601.6
7	Narela Zone (04 centres)	Dr. SSV Polyclinic, Ram Roop Health Center, Village Kanjhawla Delhi-110081	13,57,236	6,78,618	16,28,683.2
		Alipur PUHC, G.T.Road, Alipur-Delhi-	14,97,605	7,48,803	17,97,126
		Narela PUHC, Lampur Road Narela Delhi-110040	46,97,736	23,48,868	56,37,283.2
		Dr. SSV PUHC, Bawana, Near SBI Bank, Main Narela Road Delhi - 110039	14,99,999	7,50,000	17,99,998.8
8	Rohini Zone (02 centres)	Lala Hans Raj Gupta, Rohini PUHC. D-16, Sector-7, Rohini, LHRG Medical Complex, Delhi-110085	1,99,99,681	99,99,841	2,39,99,617.2
		Nangloi Polyclinic, Nagloi Jat, Near Water Tank, Najafgarh Nagloi Road, Naresh Park, Delhi 110041	11,96,393	5,98,197	14,35,671.6
9	Shahdara North Zone (03 centres)	VSAS Karawal Nagar Disp., Karawal Nagar MCD, Near Mty.Home	33,03,833	16,51,917	39,64,599.6
		Yamuna Vihar Disp., B-4 Yamuna Vihar, Delhi	1,26,38,395	63,19,198	1,51,66,074
		Swami Dayanand Hospital, Shahdara, Delhi-110095	1,46,81,644	73,40,822	1,76,17,972.8
10	Shahdara South Zone	Patparganj Disp., SPM Chest Hospital, Patparganj	2,36,11,518	1,18,05,759	2,83,33,821.6

	(02 centres)	Shahdara Polyclinic., Chest Clinic, Chota Bazar, Delhi-32	2,06,14,627	1,03,07,314	2,47,37,552.4
11	South Zone (04 centres)	PUHC Mehrauli, Near Bhul Bhuliyar Ward-I, Mehrauli Delhi-33	76,57,875	38,28,938	91,89,450
		Madangir Dispensary, Mandangir Village	8,37,107	4,18,554	10,04,528.4
		PUHC Fatehpur Beri, Village Fatehpur Beri New Delhi-110030	21,536	10,768	25,843.2
		Masjid Moth Polyclinic, Village Masjid Moth, New Delhi-110048			
12	West Zone (02 centres)	Mata Gujri Hospital (Tilak Nagar Colony Hospital), 11- Block, Mangal Bazar, Tilak Nagar, New Delhi-18	71,95,568	35,97,784	86,34,681.6
		MAPC Uttam Nagar, M Block prem nagar			

Note: The amount mentioned at Col.5 & Col.6 in the table above is as per past financial implications/expenditure. No guarantee can be given regarding the minimum quantity of Medicines and Surgical Consumables, ordered by the concerned in-charge of Pensioners Centre, the same is subject to the unavailability of medicine/item in Health Institution's own Pharmacy. The previous year's purchase amount of medicine/consumable is indicative only.

The Proposal letter/ Report should reach the undersigned by **25/03/2025** for perusal and consideration. A meeting of interested vendors/operators of Jan Aushadhi Kendras shall be held after scrutiny of the submitted proposal/report duly complete in all respect. The date of which shall be communicated through E-mail/Telephone of the vendor/operator.

8 For any queries please contact:

Office of the Addl. DHA (Primary Health)
E1- Block, 18th Floor, Dr SPM Civic Centre,
J L N Marg, New Delhi – 110002
Ph: +91-11-23226828,
+91-11-23226824.

9 LIST OF TECHNICAL DOCUMENTS/CHECK LIST TO BE SUBMITTED IN RESPONSE TO INSTANT EOI

S. No.	Document
1	Expressing of Interest Letter for willingness to supply Jan Aushadhi medicines only to designated medical centers for municipal pensioners on local purchase basis on firm's Letter
2	Valid Jan Aushadhi Kendra Registration certificate and mention Tel. No., Address & E-mail ID, if any.
3	Should enclose Valid License in form 20 & 21
4	PAN Certificate
5	Income Tax returns certified by the CA for the last 03 Financial year (i.e. 2021-22, 2022-23 & 2023-24)
6	GST registration certificate of the Jan Aushadhi Kendra
7	Certificate of Annual Turnover duly certified by the CA for last 03 year ((i.e. 2021-22, 2022-23 & 2023-24)
8	Undertaking of Non-Blacklisting & Non-debarring Annexure No. 1
9	Particular of the authorized person as per Annexure No. 2
10	Any other relevant supportive document related to supply of Jan Aushadhi Medicine to other Govt. Institutions, if any.

Undertaking of Non-Blacklisting & Non-Debarring

(To be given by Interested Jan Aushadhi Kendra)

To,
Addl. DHA (Primary Health)
E-1 Block, 18th Floor, Civic Centre,
New Delhi-110002.

Dear Sir/Madam,

This is to undertake that our Jan Aushadhi Kendra is not **blacklisted/debarred** by any central organizations like MOHFW, Railways, ESI etc or in Delhi state in connection with supply of Jan Aushadhi product(s).

It is further to undertake that if selected, all the terms & conditions laid down in the EOI will be complied with.

Date:

Signature:

Place:

Name of Authorized Signatory:

Common Seal:

Particulars of Authorized person

Please find under the details of authorized person of the Jan Aushadhi Kendra, who is duly authorized to correspond/enter into agreement/sign documents related to EOI or any other transaction with MCD during the period of contract.

Attested Photograph of the person Authorized

1. Name of Authorized Person :
2. Name of the Jan Aushadhi Kendra:
3. Correspondence Address :
4. Telephone Number :
5. Mobile Number :
6. E-mail Address :
7. Signature of Authorized Person :

Signature of the Authorized Signatory

Note – In case the Jan Aushadhi Kendra decides to authorize any other person, the Jan Aushadhi Kendra should submit fresh details of the newly authorized person.