



MUNICIPAL CORPORATION OF DELHI  
(HOSPITAL ADMINISTRATION DEPARTMENT)

Office of the Addl. DHA (Primary Health)  
18<sup>th</sup> Floor, Dr. SPM Civic Centre  
JLM Marg New Delhi-110002

No. Addl. DHA (Primary Health)/MCD/HQ/ **ADDLCP) HA290125**

Dated:- 29.01.2025

**TENDER NOTICE**  
(Online Bid on Central Public Procurement Portal)

Procurement of 21000 vials of Anti Rabies Vaccine 1 ml (with diluent) for the ARV centers of MCD under administrative control of Addl. DHA (Primary Health), through E-procurement on Central Public Procurement Portal.

1. The detail of item required with specification is as under:-

S.No.	Name of item with specification	Required Quantity
1	Injection Anti-Rabies Vaccine 1ml Amp. (with diluent)	21000 Ampoules

2. **Bid value: Rs.63,21,000/-**
3. Online bids on Central Public Procurement Portal (technical bid and financial bid) are invited from manufacturer/authorised distributor/authorised stockist only by the Addl. DHA (Primary Health) on behalf of the Commissioner, Municipal Corporation of Delhi, for supply of **Injection Anti-rabies Vaccine 1ml Amp. (with diluent) for various Anti Rabies Centres under Administrative control of Addl. DHA (Primary Health).**

The entire process of tendering will be done through e-tendering. The bidder is responsible for registration on the E-procurement portal i.e. <https://etender.gov.in/> at their own cost. The bidders are advised to go through the e-procurement guidelines and instructions, as provided on the e-procurement website. The Prescribed tender forms along with terms and conditions & inventory can be downloaded from e-Tendering portal i.e. <https://etender.gov.in/eprocure/app> and from link on tender section of MCD website i.e. <https://mcdonline.nic.in> free of cost. The entire tender process will be as per standard e-tendering norms of MCD. Any other information regarding tender can be obtained from office of C.M.O (CMS), MCD, E – Block, 18th Floor, Dr SPM Civic Centre, J L N Marg, New Delhi – 110002.

Tenders will be accepted under two bid system i.e. Techno-commercial bid & Financial bid.

4. **Techno-Commercial Bid. (The entire Techno-Commercial Bid should be uploaded on the e-tendering site as per the Tender document).**
- a) As a part of initiative in e-governance, MCD has introduced e-tendering. Firms desirous of participating in e-tendering should have a valid class 3 **Digital Signature Certificate (DSC)**. In case any firm desirous of participating in the tender does not have valid DSC, they must obtain Class 3 DSC themselves.
- b) The Techno-Commercial Bid shall include:

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- (i) CA certified annual turnover @ 50% of bid value i.e. Rs. 32 Lakhs.
- (ii) Experience for supply of similar products in the previous 3 years either of the 3 has to be provided.
  - One work order of 80% bid value.
  - Two work orders of 50% bid value.
  - Three work orders of 40% bid value.
- (iii) Authorization certificate from manufacturer in case of authorised Distributor/Stockist.
- (iv) Copy of GSTIN Registration Certificate.
- (v) Forwarding letter on letter head of the firm that all terms and conditions of bid are acceptable.
- (vi) Undertaking that the firm has not been blacklisted/debarred from anywhere and No CBI/Vigilance enquiry pending against the firm. (As per Annexure – I)
- (vii) Copy of PAN.
- (viii) Full specification of quoted item with make and model. (Brochure etc.)
- (ix) Copy of valid Drug License.
- (x) Undertaking that the quoted rates are reasonable and justified and same as being charged by them from other Govt. Institutions/hospitals.
- (xi) Declaration regarding GST, whether quoted rates are inclusive or exclusive of GST. Percentage of applicable GST must be clearly mentioned against the HSN code.
- (xii) The samples of the quoted items should be submitted at Central Medial Store located in the basement of PSMS Hospital Kalkaji on or before the closing date of the instant tender.

**5. Financial Bid: (Financial bid shall not be submitted manually otherwise the bid shall be summarily rejected).**

- a. The entire **financial bid shall only be uploaded online as per template** (Annexure – II) given in the tender.
- b. All prices should be quoted in **Indian rupees**.
- c. All prices shall be quoted inclusive of charges i.e. delivery of services (FOR) at the Central Medical Store located in the basement of PSMS Hospital Kalkaji.
- d. Base Prices shall remain firm, and no increase will be allowed during the entire period of contract. Conditional offers will not be accepted.
- e. GST Rates will be applicable as per prevailing rate at the time of procurement.

**6. Opening of technical bid:**

The technical bid will be opened first, and tenders will be evaluated on the basis of the pre-determined evaluation criteria listed at Para 4 (b) above. The uploaded price bids of technically approved tenderers will only be opened. The comparative statement will be prepared on basis of the base price exclusive of applicable GST and the L1 (Lowest quoted rate) will be auto identified.

**7. Earnest Money Deposit:**

Tender Fee – Nil
Earnest Money Deposit (EMD) = Rs. 126420.00
EMD Mandatory for all bidders. No exemption for any sector since it is a critical care product

**Note: Bid security will be refunded to the successful bidder on receipt of Performance Security as per GFR 2017.**

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8. **Critical Dates:**

1	Bid Publish Date	29.01.2025 at 12.59 Hours	Bid Opening Date	14.02.2025 till 03.15 PM
2	Document download/Sale start Date	29.01.2025 at 12.59 Hours	Document download/Sale End Date	13.02.2025 till 03.00 PM
3	Clarification Start Date	N.A.	Clarification End Date	N.A.
4	Bid Submission Start Date	29.01.2025 at 12.59 Hours	Bid Submission End Date	13.02.2025 till 03.00 PM
5	Date & time of opening of Financial Bid	Will be informed later on. (After technical evaluation of qualified bids)		

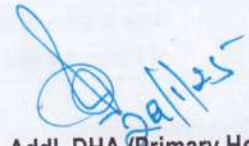
- Eligible/interested bidders can obtain further information from the office of the CMO (CMS), E – Block, 18th Floor, Dr SPM Civic Centre, J L N Marg, New Delhi – 110002.

9. **Terms and Conditions:-**

- The item would be purchased from the manufacturer/Authorized Distributor/Authorized Stock list only. The documentary proof of the proper authorization should be enclosed with the technical bid.
- Online EMD payable in favour of Commissioner MCD.
- The maximum time period between the date of manufacturing and date of supply of drug shall not be more than  $\frac{1}{4}$  of the whole life period of such drug.
- All supplies should be accompanied by a test report from Govt. approved analytical lab. Test report preferable should be submitted in original before the approval board, wherever possible. Multinational firms, who possess well equipped lab approved by state Drug Authority /F.D.A can submit In-house analytical test reports subject to submission an undertaking declaring that their lab is approved by State Drug Authority/FDA. However, acceptance of such test report shall be at sole discretion of the approval board.
- The tenderer should not be blacklisted or debarred in any govt. institution/department. (Self- undertaking to be given).
- Full specification of quoted item should be given in technical bid with make and model (Brochure etc.)
- Supply shall have to be arranged by the firm in 45 days for local items(s) and 90 days for imported item(s).
- All supplies/work will be subject to the approval of board and can be rejected without assigning any reason. Supplier will have to remove rejected supply within three days of intimation at own cost.
- No firm will be eligible to withdraw its rates after the submission of the quotation/tender otherwise, EMD will be forfeited.
- Penalty @2% per week of the total cost of the order value will be imposed on the firm in case of late supply subject to maximum 6% for 21 days from the date of supply order.
- Rates should be clearly written inclusive of all discounts likely to be offered by the firm in the price bid.
- Rate quoted should be FOR. Supply will be received at the Central Medical Store located in the basement of PSMS Hospital Kalkaji.
- Payment will be made by bill system after receiving the supply and approval.
- No tender will be accepted without earnest money.
- No previous earnest money will be adjusted.
- Multiple offers will not be accepted.

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- q) Percentage of applicable taxes must be clearly mentioned in the technical bid. Also it should be clearly mentioned in the technical bid that the quoted rates are inclusive or exclusive of taxes.
- r) The samples of the quoted items should be submitted at Central Medial Store located in the basement of PSMS Hospital Kalkaji.
- s) The quoted firm is responsible for the authenticity of all submitted documents.
- t) No conditional tender/quotation will be accepted.
- u) Director Hospital Administration, MCD reserves the right to reject any or all tenders without assigning any reasons.
- v) Any contravention to the above items and conditions may result into forfeiting of earnest money and rejection of the tender/quotation.



**Addl. DHA (Primary Health)  
Municipal Corporation of Delhi**

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ANNEXURE - I

**SELF DECLARATION**

**(To be given by the bidder)**

To,

Addl. DHA (Primary Health)  
Municipal Corporation of Delhi  
18th Floor, SPM Civic Centre,  
J.L.N. Marg, New Delhi -110002.

Dear Sir,

This is to certify that our Company (Manufacturer/Distributor/Stockist) and the tendered product is not **blacklisted/debarred** by any central organizations like MOHFW, Railways, ESI etc or in Delhi state in connection with Manufacture/Distributorship and supply of the tendered product. Moreover, the drug/vaccine, which is being quoted, is not banned under section 26(A) of Drug and cosmetic Act, 1940/relevant Act and has been manufactured in accordance with the rules framed thereunder.

It is also certified that No CBI/Vigilance Enquiry is pending against the firm anywhere in India.

It is further certified that if there is **failure to supply/part supply of item for 3 or more occasions** during the existing period of contract, the firm may be debarred to supply the said item.

Date:

Signature:

Place:

Name:

Designation:

Common Seal:



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Note: Price Bids shall be filled in online template only and NOT to be submitted manually.

Price Bid Template – Item Wise BoQ									
Tender Inviting Authority: Addl. DHA (Primary Health), MCD									
Name of the Work: Procurement of 21000 vials of Anti Rabies Vaccine 1 ml for the ARV centers of MCD under administrative control of Addl. DHA (Primary Health), through E-procurement on Central Public Procurement Portal.									
Tender No.: ADDL(P)HA290125									
Name of the Bidder/Bidding Firm/Company:									
<b>Price Schedule</b> (DOMESTIC TENDERS - Rates are given in Rupees (INR) only) This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and values only									
Sl.No	Name of item/Specification of the item	Required Pack Size	HSN code of the item	Base Price of Required Pack Size	GST in % (as per HSN Code)	GST Amount in INR	Total Price Including GST (in figure Rs.)	Base price of required pack size (For L-1 selection) in figure Rs.	Total Amount in words (L1 selection)
1	2	3	4	5	6	7	8	9	10
	Injection Anti-Rabies Vaccine (With Diluent)	1ml Amp.							