

INDIRA GANDHI INSTITUTE OF TECHNOLOGY

SARANG, Dhenkanal -759146



Tender call notice for supply of **MEDICINES** and **MEDICAL CONSUMABLES** for Health Centre, IGIT, SARANG

TENDER CALL NOTICE

No.IGIT-Estt-810

Dt-24/08/2023

Sealed tenders in two bid system(technical and financial) are invited from the registered firm/original Manufacturers/Authorized Distributors/ dealers/ suppliers having valid GST registration / PAN / TIN clearance for supply of **medicines and medical consumable items** for Health Centre, IGIT, Sarang, Dhenkanal.The interested eligible parties may collect the details list of specifications and other related documents on our website www.igitsarang.ac.in from **Dt: 25.08.2023**.The Bidders should submit two separate sealed envelopes i.e. one for Technical Bid and another for Financial Bid to be kept in a single cover which should be superscribed with **“SUPPLY OF MEDICINES AND MEDICAL CONSUMABLES for HEALTH CENTRE,IGIT, SARANG** on or before **Dt:26.09.2023 (4.30 P M)**. In the event of the date being declared as a holiday, the due date of submission and opening of bids will be the next working day. Any tender received after the due date and time will be rejected. The sealed tenders will be received by speed/ registered post only. The authority is not responsible for any postal delay. The said tenders will be opened in the office of the Registrar in presence of the bidders or their authorized representatives. They have to pay a non-refundable fee of Rs 2000/- (Rupees Two Thousand only) in the shape of account payee demand draft in favour of **“ PRINCIPAL, INDIRA GANDHI INSTITUTE OF TECHNOLOGY, SARANG”** payable at SBI, IGIT,Sarang . **The bidders will quote their rates in all items (from Sl. No. 1 to 80) specified at Annexure-I at page 8 to 14. Any deviation of the above instruction, the bid shall be rejected.**The tender invited vide Notice No. IGIT/Estt/613 Dt. 03.07.2023 has been cancelled.

The authority has the right to reject/cancel any/all tenders without assigning any reasons thereof.

Sd/-

**DIRECTOR
IGIT, SARANG**

Date and Time for Availability of Tender Document

at IGIT,Sarang website

:Dt:25.08.2023

Last Date and time of submission of Tender

:Dt:26.09.2023 (4.30 P.M.)

Cost of the tender fee

:Rs. 2000/-

EMD

:Rs. 5800/-

Opening of Tender (Technical Bid)

:Dt:03.10.2023 (10 A.M.)

Opening of Tender (Financial Bid)

:Dt:03.10.2023 (3 P.M.)

NOTICE INVITING TENDER

The Part- I (Technical bid) shall contain Bank draft for earnest money ,tender fee and other documents as noted in the tender call notice. The Part- I (Technical bid) without a bank draft for earnest money shall be rejected outright.The Part-I (Technical bid) shall be evaluated in accordance with qualification criteria for short-listing the tenderers as prescribed in the tender document. The Part- II (Financial bid) will be opened in due date as noted.

Part -I (superscribing Technical bid)

The Technical bid is the technical specifications, compliance to the specifications detailed in the tender. Checklist for Technical Bid, supporting documents such as certificate of incorporation, copy of PAN, GST certificate, work order copy/ experience certificates, IT returns for last 3 years, audited account statements, Vendors profile and other requisite documents should be enclosed. Bank Draft for earnest money will be kept in a separate envelope marked as 'EMD' and be placed within this envelope.

Part -II (superscribing Financial Bid)

1. The Financial bid (Annexure-II) shall give detailed price in INR of **the medicines and medical consumables** with taxes and other work as per the pro-forma enclosed.
2. IGIT, Sarang shall not be liable for any expenses incurred by the Vendor in preparing the bid documents for this tender or for any correspondence or for any negotiations associated with the award of a contract.

Late Application: Any application, received after the last date and time i.e. **Dt.26.09.2023 (4.30 P.M)** shall not be accepted. Applications received after the last date shall be summarily rejected. The completed application shall be submitted in a sealed cover superscribed with the title **“SUPPLY OF MEDICINES AND MEDICAL CONSUMABLES”** to the address given below by registered/ speed post only, **DIRECTOR, INDIRA GANDHI INSTITUTE OF TECHNOLOGY, SARANG, DHENKANAL, ODISHA-759146.**

The tender document, instruction to vendor, other detailed terms and conditions can be downloaded from the website: <http://www.igitsarang.ac.in>.

Important Details:

The document is prepared by IGIT, Sarang. It should not be reused or used in any form either fully or partially by any other organization or firm.

The information provided by the Vendors in response to this tender document shall become property of IGIT, Sarang and shall not be returned.

ELIGIBILITY CRITERIA:

Those who fulfill the following criteria are eligible to participate in the tender.

- 1.** The tenderer must be a reputed manufacturer/Authorized Distributor. Manufacturers should provide all documents relating to their manufacturing capabilities and the brand should be a registered trade mark. Authorized Distributors should produce authorization certificate from the original manufacturer for this tender.
- 2.** The Bidders should enclose attested copy of PAN card, Valid Drug License, GSTIN Certificate.
- 3.** A non-refundable tender document fee of Rs.2000/- in shape of Demand Draft in favour of “ **PRINCIPAL, INDIRA GANDHI INSTITUTE OF TECHNOLOGY, SARANG**” payable at SBI, IGIT, Sarang. To be enclosed with the tender paper.
- 4.** An Account Payee Demand Draft for Rs.5800/-(Rupees Five Thousand Eight hundred only) as E.M.D. Money in favour of “ **PRINCIPAL, INDIRA GANDHI INSTITUTE OF TECHNOLOGY, SARANG**” payable at SBI, IGIT, Sarang to be enclosed with tender paper for those who apply for Medicines & Medical Consumables which will be returned to the unsuccessful bidders and D.D of successful bidders will be returned after completion of one year.
- 5.** The bids will be received through Regd. Post / Speed Post only.
- 6.** Any bid received after the due date & time will be rejected.
- 7.** The offered rates will be valid initially for a period of one year.
- 8.** The bidder should mention service provided to any government/ public sector enterprises in last three years i.e. 2019-20,2020-21,2021-22.

- 9.** The tenderer must have cleared Sales Tax and Income Tax payment up- to-date. Attested copies of Sales Tax Clearance Certificate or non-assessment certificate from the concerned Sales Tax Authority valid up- to-date and attested copy of Income Tax Clearance Certificate or non-assessment certificate, GST certificates from the competent authority, PAN Number must be enclosed along with the tender documents.
- 10.** The bidder must have ISO certification.
- 11.** The net worth of the vendor should be certified from a registered Chartered Accountant shall be submitted.
- 12.** The vendor should not be blacklisted. Declaration in this regard shall be submitted by the vendor.
- 13.** If the vendor is found guilty or any discrepancies in the submitted tender documents the tender will be rejected and the vendor shall be blacklisted.

TERMS AND CONDITIONS

1. The bids should be type written or computerized and every correction in the tender should invariably be attested with signature by the tenderer with date before submission.
2. The tenderer should be a registered firm under GST.
3. The rate should be quoted in every items which are exclusive of all taxes and the manufacturer name should be mentioned against each item.
4. The Bidders are directed to supply the medicines and medical consumables as per the specification mentioned in Annexure-I at page 8 to 14.
5. Any conditional tender will not be accepted.
6. No advance payment will be made against execution of order. The required items procured in credit basis against different orders and payment will be made on submission of bills in triplicate to the undersigned.
7. The rate should be valid up to one year from the finalization of the tender.
8. Inspection of goods before delivery shall be allowed to our representative.
9. Defective supplies will be rejected and returned at the cost of suppliers.
10. The materials are to be carefully packed and ensured against breakage/ pilferage and losses during transit.

11. Selection of items may be followed by selection of samples as per given specification where ever necessary.
12. Tenderers qualified after opening of the technical bid will be called for opening of the financial bid.
13. No tender beyond the stipulated date & time will be accepted and tenders without EMD will not be considered.
14. EMD of the successful tenderers will remain with the undersigned till expiry of valid period and the unsuccessful can take back their EMD on submission of an application to the Director, IGIT ,Sarang seeking for so.
15. Original documents may be produced for verification if asked for.
16. If any information/documents furnished by the tenderer with the tender paper are found to be misleading or incorrect at any stage , their tender will be cancelled.
17. Either the tenderer or his/her representative may remain present at the time of opening of the tender. Their absence may not be a bar for opening of the tenders.
- 18. An undertaking regarding the quoted price are not more than prevailing market price should be submitted with the tender document.**
19. The supplier should provide Batch Analysis Report/Test during the delivery of the items.
20. The selected tenderer shall not discontinue supply during the contract period at any circumstance, otherwise the EMD will be forfeited and necessary on to ward action as deemed appropriate shall be taken against the tenderer by the undersigned.
- 21. An affidavit must be submitted by the tenderer certifying the items to be true & genuine and from original manufacturer /firm.**
22. The undersigned/committee reserves the right to accept in full or part of reject any or all tenders without assigning any reason thereof.
23. Advertisement / information will be published in the newspapers (The Samaj & The Sambad).
24. Any dispute will subject to Kamakhyanagar/ Dhenkanal jurisdiction only.

DOCUMENTS TO BE SUBMITTED IN TECHNICAL BID FOR MEDICINES

1. The Bidder should be a Manufacturer or Authorised Distributor.
 - a. Manufacturer having:
 - i. Valid Up to date Manufacturing Licence.
 - ii. Valid up to date GMP/ WHO GMP.
 - iii. 3 Years market standing in supplying Drugs to Govt. / Corporate/ PSU Hospitals in India duly supported by certificate from concerned District Authority.
 - b. Authorised Distributors are also eligible if they submit the following documents:
 - i. Authorization from the Original Manufacturer for this tender.
 - ii. Tenderer should have proof of 3 years market standing in supplying Drugs to Govt. / Corporate / PSU Hospitals in India duly supported by certificate from concerned District Authority.
2. The annual Average turnover of the Bidder should be Rs. 50 lakhs only /annum during the last three financial years (2019-20,2020-21,2021-22) certificate duly filled and signed by Chartered Accountant.
3. Valid ISO/GMP/BIS/FSSAI Certificate (whichever is applicable).
4. Purchase orders will be placed to Authorised Distributor and Bills can be raised by Authorised Distributor if specifically authorized by the Manufacturer.
5. An undertaking that the items manufactured by the firms quoted by the Bidders are not black listed.
6. The documents mentioned above should be self attested.

TECHNICAL BID**ANNEXURE -I****(Should be submitted in a sealed envelope separately)**

Sl No.	List of Items	Specification/ Strength	Unit	Manufacturer's Name
1	Ciprofloxacin Tab	500mg/tab	10 Tab	
2	Pheniramine Tab	25mg/tab	15 Tab	
3	Aluminium Hydroxide 225mg+ Magnesium Hydroxide 200mg+ Simethicone liquid 50 mg	170ml	Each Bottle	
4	Pheniramine Maleate Inj 2ml	22.75 mg/ml	Each amp	
5	Amikacin Sulphate Inj 2ml	500mg/vial	Each Vial	
6	B COMPLEX FORTE WITH VITAMIN C CAPSULE (Thiamine mononitrate 10mg+Riboflavin 10 mg+ Pyridoxime Hydrochloride 3mg+ Vit B12 15mcg+ Niacinamide 100mg+ Calcium pantothenate 50 mg+ Folic Acid 1.5mg+Biotin 100mcg+ Vit C 150 mg)	Per capsule	20 Cap	
7	POVIDONE-IODINE Lotion 10% w/v	100ml	Each bottle	
8	POVIDONE-IODINE Oint 10% w/w	20 gm	Each Tube	

9	Medicated Adhesive Tape (Benzalkonium Chloride 0.5% w/w) (100 in one pkt)	Each pad	Each packet	
10	CEFUROXIME AXETIL+ POTASSIUM CLAVULANATE Tab	Cefuroxime Axetil 500mg + Potassium Clavulanate 125mg/Tab	10 Tab	
11	Bromohexine Hydrochloride + guaiphenesin+ Chloropheneramine Maleate Tab	Bromohexine Hydrochloride 4 mg+ guaiphenesin 50mg + Chloropheneramine Maleate 4 mg/Tab	10 Tab	
12	Clotrimazole, Beclomethasone Dipropionate & Neomycin Sulphate cream 10 gm	Clotrimazole 1% w/w + Beclomethasone dipropionate 0.025% w/w + Neomycin Sulphate 0.5% w/w /10gm	Each tube	
13	Chloramphenicol Ointment 1% w/w (100 in one packet)	Chloromphenicol ointment 250mg/applicap	Each Packet	
14	Cotton	500gm/bundle	Each bundle	
15	Dicyclomine Hydrochloride & Paracetamol Tab	Dicyclomine Hydrochloride 20 mg & Paracetamol 500mg/ Tab	15 Tab	
16	Cholecalciferol Capsule (8 cap)	Cholecalciferol 1500mcg/Capsule	Each packet	
17	Antacid Tab	Aluminium Hydroxide 250mg+Magnesium Hydroxide 250mg+ Magnesium Aluminium Silicate Hydrate 50mg+Dimethicone 50mg/ Tab	15 Tab	

18	5% Dextrose	500ml/pint	Each bottle	
19	DNS	500ml/pint	Each bottle	
20	Single use Needle (100 nos)	24G	Each packet	
21	Disposable Syringe (100 nos)	2.5ml	Each packet	
22	Disposable Syringe (100 nos)	5ml	Each packet	
23	Disposable Syringe(100 nos)	10ml	Each packet	
24	Cinnarizine Tab	25mg/tab	20 Tab	
25	Etofylline 84.7mg + Theophylline 25.3 mg Inj	169.4/50.6/2ml	Each Amp	
26	Dexamethasone Inj 2ml	4mg/ml	Each vial	
27	Drotaverine Inj 2ml	40mg/2ml	Each amp	
28	Drotaverine Hydrochloride Tab	Drotaverine Hydrochloride 80mg/ Tab	15 Tab	
29	Ibuprofen + Paracetamol Tab	Ibuprofen 400 mg + Paracetamol 325mg/Tab	15 Tab	
30	Gauze	Than	Each Than	
31	Sterile surgical Gloves (2 pieces in each pair)	7"	Each pair	
32	Acyclovir 5% w/w Oint 10 gm	50 mg/g	Each tube	
33	Infusion Set		Each	

34	Chorothymol +Menthol +Terpin +Camphor + Eucalyptus Globulus vapocap	Chorothymol 5.0mg+Menthol 55mg+Terpin 120.0 mg +Camphor 25 mg + Eucalyptus Globulus 125 mg /cap	10 Cap	
35	Microporos adhesive Tape (12 nos. in each packet)	1"	Each packet	
36	Diclofenac Sodium Inj	Diclofenac Sodium 75mg/1ml/amp	Each Amp	
37	Levocetizine Dihydrochloride Tab	Levocetizine Dihydrochloride 5mg/Tab	10 Tab	
38	Cefixime + Ofloxacin Tab	Cefixime 200mg + Ofloxacin 500mg/ Tab	10 Tab	
39	Cefixime Tab	Cefixime 200mg/Tab	10 Tab	
40	Metronidazole Tab	Metronidazole 400mg/ Tab	15 Tab	
41	Montelukast Sodium+Levocetizine Hydrochloride Tab	Montelukast Sodium 10 mg + Levocetizine Hydrochloride 5 mg/ Tab	10 Tab	
42	Metronidazole Inj	Metronidazole 500mg/100ml	Each bottle	
43	Cefodoxime Proxetil dispersible Tab	Cefodoxime Proxetil 200mg/ Tab	10 Tab	
44	Fluconazole Tab	Fluconazole 400mg/ Tab	5 Tab	
45	Mecobalamin, Alpha-Lipoic Acid, Pyridoxine & Folic Acid Capsule	Mecobalamin 1500mcg+ Alpha-Lipoic Acid 100mg+Pyridoxine 3mg + & Folic Acid 1.5 mg /Capsule	10 cap	
46	Albendazole chewable Tab	400mg/ Tab	1 Tab	
47	Normal Saline	500ml/pint	Each bottle	

48	Ondensatron Inj 2 ml	2mg/ml	Each amp	
49	ORS Satchet (21gm)	Sodium Chloride 2.6g+ Potassium Chloride 1.5g+ Sodium Citrate 2.9g+ Dextrose 13.5 g/Satchet	Each packet	
50	Chlorpheniramine Maleate + Paracetamol+ Phenylephrine Hydrochloride	Chlorpheniramine Maleate 4 mg+ Paracetamol 500mg+ Phenylephrine 10 mg/Tab	10 Tab	
51	Paracetamol Tab	Paracetamol 500mg/Tab	15 Tab	
52	Paracetamol Tab	Paracetamol 650mg/Tab	15 Tab	
53	Pantoprazole+Domperidone Capsule	Pantoprazole 40 mg+ Domperidone 30 mg/Cap	10 Cap	
54	Pantoprazole Inj with diluent	Pantoprazole 40 mg /vial	Each vial	
55	Phenyl black		Each bottle	
56	Rabeprazole Tab	Rabeprazole 20 mg/Tab	15 Tab	
57	Rifaximin Tab	200mg/Tab	10 Tab	
58	Ringers Lactate Solution	500ml/pint	Each bottle	
59	Lactic Acid Bacillus Tab(120M)		20 Tab	
60	Silver Sulphadiazine+ Chlorohexidine Gluconate+ Lignocane Cream	Silver Sulphadiazine 1% w/w + Chlorohexidine Gluconate 0.2% w/w + Lignocane 2% w/w /15 gm	Each tube	
61	Surgical spirit	400ml/bottle	Each bottle	
62	Scalpven	22G	Each piece	

63	Tetanus Toxide Inj 1 amp	0.5 ml	Each amp	
64	Tranexamic Acid+ Mefenamic Acid Tab	Tranexamic Acid 500mg+ Mefenamic Acid 250 mg/Tab	6 Tab	
65	Tranexamic Acid Inj	Tranexamic Acid 500mg/ 5ml	Each amp	
66	Ondensatron Tab	Ondensatron 4mg/ Tab	10 Tab	
67	Betahistine Hydrochloride Tab	Betahistine Hydrochloride 16 mg / Tab	10 Tab	
68	I V Cannula	20G	Each Piece	
69	Ceftriaxone + Tazobactam Inj with diluent	Ceftriaxone1gm+ Tazobactum 125mg/ Vial	Each vial	
70	Ofloxacin + Ornidazole Tab	Ofloxacin 200mg+ Ornidazole 500mg /Tab	10 Tab	
71	Azithromycin Tab	Azithromycin 500mg/Tab	3 Tab	
72	Multivitamin, Multimineral Tab		15 Tab	
73	Calcium +Vitamin D3 Tab	Calcium 250 mg +Vitamin D3 500 IU /Tab	15 Tab	
74	Vitamin C Tab	500mg/Tab	15 Tab	
75	Aceclofenac+ Paracetamol Tab	Aceclofenac 100 mg+ Paracetamol 325mg/Tab	10 Tab	
76	Aceclofenac+Tizanidine Tab	Aceclofenac 100mg +Tizanidine 2mg/Tab	10 Tab	
77	Aceclofenac+ serratio-peptidase + Paracetamol Tab	Aceclofenac 100mg+serratiopeptidase 15 mg + Paracetamol 325 mg/Tab	10 Tab	

78	Ofloxacin Eye Drop	Ofloxacin Eye Drop 0.3% w/v /10ml	Each piece	
79	Analgesic spray	Diclofenac Diethylamine, Linseed oil, Methyl Salicylate and Menthol	Each bottle	
80	Racecadotril Cap	Racecadotril 100 mg/cap	15 Cap	

FINANCIAL BID**ANNEXURE II****(Should be submitted in a sealed envelope separately)**

Sl No.	List of Items	Specification	Rate	GST(%)	Total cost (inclusive of all taxes F. O. R to IGIT,Sarang
1	Ciprofloxacin Tab				
2	Pheniramine Tab				
3	Aluminium Hydroxide 225mg+ Magnesium Hydroxide 200mg+ Simethicone liquid 50 mg				
4	Pheniramine Maleate Inj 2ml				
5	Amikacin Sulphate Inj 2ml				
6	B COMPLEX FORTE WITH VITAMIN C CAPSULE (Thiamine mononitrate 10mg+Riboflavin 10 mg+ Pyridoxime Hydrochloride 3mg+ Vit B12 15mcg+ Niacinamide 100mg+ Calcium pantothenate 50 mg+ Folic Acid 1.5mg+Biotin 100mcg+ Vit C 150 mg)				
7	POVIDONE-IODINE Lotion 10% w/v				

8	POVIDONE-IODINE Oint 10% w/w				
9	Medicated Adhesive Tape (Benzalkonium Chloride 0.5% w/w) (100 in one pkt)				
10	CEFUROXIME AXETIL+ POTASSIUM CLAVULANATE Tab				
11	Bromohexine Hydrochloride + guaiphenesin+ Chloropheneramine Maleate Tab				
12	Clotrimazole, Beclomethasone Dipropionate & Neomycin Sulphate cream 10 gm				
13	Chloramphenicol Ointment 1% w/w (100 in one packet)				
14	Cotton				
15	Dicyclomine Hydrochloride & Paracetamol Tab				
16	Cholecalciferol Capsule (8 cap)				
17	Antacid Tab				
18	5% Dextrose				
19	DNS				

20	Single use Needle (100 nos)				
21	Disposable Syringe (100 nos)				
22	Disposable Syringe (100 nos)				
23	Disposable Syringe(100 nos)				
24	Cinnarizine Tab				
25	Etofilline 84.7mg + Theophylline 25.3 mg Inj				
26	Dexamethasone Inj 2ml				
27	Drotaverine Inj 2ml				
28	Drotaverine Hydrochloride Tab				
29	Ibuprofen + Paracetamol Tab				
30	Gauze				
31	Sterile surgical Gloves (2 pieces in each pair)				
32	Acyclovir 5% w/w Oint 10 gm				
33	Infusion Set				
34	Chorothymol +Menthol +Terpin +Camphor + Eucalyptus Globulus vapocap				
35	Microporos adhesive Tape (12 nos. in each packet)				

36	Diclofenac Sodium Inj				
37	Levocetizine Dihydrochloride Tab				
38	Cefixime + Ofloxacin Tab				
39	Cefixime Tab				
40	Metronidazole Tab				
41	Montelukast Sodium+Levocetizine Hydrochloride Tab				
42	Metronidazole Inj				
43	Cefodoxime Proxetil dispersible Tab				
44	Fluconazole Tab				
45	Mecobalamin, Alpha- Lipoic Acid, Pyridoxine & Folic Acid Capsule				
46	Albendazole chewable Tab				
47	Normal Saline				
48	Ondensatron Inj 2 ml				
49	ORS Satchet (21gm)				
50	Chlorpheniramine Maleate + Paracetamol+ Phenylephrine Hydrochloride				
51	Paracetamol Tab				
52	Paracetamol Tab				
53	Pantoprazole+Domperid one Capsule				

54	Pantoprazole Inj with diluent				
55	Phenyl black				
56	Rabeprazole Tab				
57	Rifaximin Tab				
58	Ringers Lactate Solution				
59	Lactic Acid Bacillus Tab(120M)				
60	Silver Sulphadiazine+ Chlorohexidine Gluconate+ Lignocane Cream				
61	Surgical spirit				
62	Scalpvén				
63	Tetanus Toxide Inj 1 amp				
64	Tranexamic Acid+ Mefenamic Acid Tab				
65	Tranexamic Acid Inj				
66	Ondensatron Tab				
67	Betahistine Hydrochloride Tab				
68	I V Cannula				
69	Ceftriaxone + Tazobactam Inj with diluent				
70	Ofloxacin + Ornidazole Tab				
71	Azithromycin Tab				

72	Multivitamin, Multimineral Tab				
73	Calcium +Vitamin D3 Tab				
74	Vitamin C Tab				
75	Aceclofenac+ Paracetamol Tab				
76	Aceclofenac+Tizanidine Tab				
77	Aceclofenac+serratiopep tidase + Paracetamol Tab				
78	Ofloxacin Eye Drop				
79	Analgesic spray				
80	Racecadotril Cap				

Tender form(technical bid) format**ANNEXURE -III**

(To be submitted by the tenderer on their letter head)

To _____

Ref. _____ Dt. _____

Tender Notice No. _____ Dt. _____

Date and time of opening of tender _____ at _____

Format for Qualifying Details of Technical Bid

A. General Details of the Bidder:			
Sl. No.	Particulars	Remarks/Documents to be attached	
01.	Name of the Organization:		
02.	Address of Head Office: Telephone No:/E-mail:/Fax number(if any)/Name(s) of the contact person(s):		
03.	Company status : proprietor/partner/Pvt. Ltd. Company enclose details-		
04.	Turnover of the Agency for the last three years: Annual average financial turnover equivalent to Indian Rupees during last three financial years	Year INR (in Lakh) 2019-20 2020-21 2021-22	
05.	Income Tax Return Acknowledgement	Financial Year- 2019-20 Financial Year- 2020-21 Financial Year- 2021-22	
06.	Income Tax-PAN No.		
07.	Tax Payer Identification Number (TIN)		
08.	Constitution of Firm: (Proprietor/Partnership/Company / Society)	Company Incorporation Certificate	
09.	VAT Clearance Copy : -Service Tax Registration		

DECLARATION

ANNEXURE- IV

I hereby declare that the documents submitted/enclosed are true and correct. In case any document at any stage found fake / incorrect, action as deemed fit by the _____ can be taken against me. Also we hereby accept all the terms & conditions of the tender will abide by it.

A Processing Fee/EMD bearing DD No _____ dated drawn on _____ is enclosed with the technical bid.

Signature and Seal of the firm

Date :

Name :

Address:

Contact No.

ACCEPTANCE OF THE TENDERERS

ANNEXURE -V

All the clauses of tender with terms and conditions as mentioned in the Tender Document have been read/understood and acceptable to me/us. I/we confirm that we will abide all the terms & conditions.

Date:

Signature with seal of the firm

Name in Block letter: _____

Name of the Tenderer: _____

Address:

AFFIDAVIT

ANNEXURE VI

(To be furnished on Non- judicial stamp paper duly attested)

I/We/Ms. _____ are registered as original manufacturer/ authorised distributors/ dealer as per Registration Certificate No. _____ issued by _____ having registered office at _____ and manufacturing /supply base at _____ do hereby declare and solemnly affirm that I/we have neither blacklisted nor mine/our tenders have ever been cancelled by any state/ut/central govt. or any partener either directly or indirectly connected with or has any subsiting interest in the business of my/our firm.No legal proceedings have ever been initied/pending or any penalty has ever been levied due to delay of non-completion of work /supply order by any state/UT/central govt. or by any authority.

Place _____

DEPONENT

Date _____

Verification

I/we do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Place _____

DEPONENT

UNDERTAKING

ANNEXURE -VII

To

The Director,
IGIT, Sarang,
Dhenkanal,
Odisha.

Sir,

I/we the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender documents and undertake to comply with them.

It is further certified that our firm has not been blacklisted by any agency in India or abroad.

Date:

SIGNATURE OF THE TENDERER
WITH SEAL

NAME OF THE TENDERER

CHECK LIST

TENDER NO :

1. Tender Fee Demand Draft : _____
2. EMD Demand Draft : _____
3. Registration certificate of the firm : _____
4. AUTHORISED DEALER/DISTRIBUTOR/DEALER/RETAILER CERIFICATE: _____
5. PAN NO: _____
6. Service Tax: _____
7. GST NO: _____
8. Valid up to date WHO/GMP certificate: _____
9. Non conviction Certificate issued by the Licensing Authority: _____
10. Experience certificate (Last 03 years): _____
11. Annual Turnover Certificate issued by CA (Last 3 years): _____
12. Income Tax Returns (Last 3 years): _____
13. Annexure: _____
14. Affidavit: _____
15. Undertaking: _____

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