



OFFICE OF THE SUPERINTENDENT BHIMA BHOI  
MEDICAL COLLEGE & HOSPITAL  
At/PO/Dist – Balangir, PIN – 767001 (Odisha)  
E-mail: [gmchospitalbalangir1@gmail.com](mailto:gmchospitalbalangir1@gmail.com)



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Tender Ref. No 641 /Estt. (BBMC&H)/ 25

Dt. 31/01/2025

**TENDER CALL NOTICE FOR EMPANELMENT OF MEDICINE STORES REGARDING  
SUPPLY OF DRUGS & MEDICAL CONSUMABLES TO DHH / BHIMA BHOI MEDICAL  
COLLEGE HOSPITAL, BALANGIR FOR THE YEAR 2025-26.**

1. DATE OF AVAILABILITY OF BID DOCUMENT IN WEBSITE: **From Date:01.02.2025**
2. PRE BID CONFERENCE : **Date:10.02.2025 at 11.30AM**
3. LAST DATE OF AVAILABILITY OF BID DOCUMENTS  
(In website) : **Date.23.02.2025**
4. LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : **Dt. 23.02.2025, Time 05.00pm**
5. DATE & TIME OF OPENING OF COVER-A (Technical Bid)  
And COVER-B (Price Bid) : **Dt.24.02.2025, Time 11.30am**
6. PLACE OF OPENING OF BID DOCUMENTS AND  
ADDRESS FOR COMMUNICATION  
& RECEIPT OF BID DOCUMENTS : **O/o The Superintendent,  
Bhima Bhoi Medical College& Hospital  
District - Balangir, Pin-767001**

*Mpande*  
31.01.25  
Superintendent

Bhima Bhoi Medical College & Hospital  
Balangir - 767001

## TENDER CALL NOTICE

Sealed tenders in plain papers are invited from intending medicine store owner within 300 mtrs. radius from DHH/Bhima Bhoi Medical College & Hospital, Balangir for **Empanelment of Medicine Store for supply of Drugs & Medical Consumables to BBMC&H, Balangir for the year 2025-26** which should reach the office of the Superintendent, BBMC&H, Balangir on or before **dt.23.02.2025 by 5:00 pm** by Regd. Post / Speed post / Courier facility only addressed to office of Superintendent, BBMC&H, Balangir, Pin - 767001. The tender will be opened on the scheduled date & time in the Conference-cum-meeting Hall, O/o Superintendent, BBMC&H, Balangir in presence of the Committee members and the Bidders or their authorized representatives. In case of absence of any bidder then also bid document will be opened by the committee members. The tender shall remain valid for one year after signing the agreement with the selected bidder.

The tender papers and others set of terms and conditions can be downloaded from website [www.bbmchbalangir.nic.in](http://www.bbmchbalangir.nic.in), and [www.balangir.odisha.gov.in](http://www.balangir.odisha.gov.in).

## SUBMISSION OF DOCUMENT

The bidder shall submit the tender document with technical bid in sealed envelope super scribed as **Technical Bid (Cover – A)** and **price Bid (Cover – B)** in respective envelop separately, The **Technical Bid (Cover-A)** & **Financial Bid (Cover-B)** should be enclosed by an outer Envelope. The outer envelope should be super scribed as **“Tender for Empanelment of medicine store for supply of Drugs & Medical Consumables to DHH/BBMC&H, Balangir”**.

### Document in Cover - A (Technical Bid)

- A) Copy of valid drug license **Retailer / Wholesaler (having retail License)** issued by the Licensing authority i.e. (Drug Controller or Deputy Drug Controller) shall be submitted. If the original drug license has expired, then the bidder has to submit the renewal license retention certificate and challan copy along with the old drug license. Non submission of above relevant drug license documents will be treated as technically disqualified in the tender process.
- B) Copy of Valid GST Registration Certificate.
- C) Copy of GST Return for the last quarter i.e. October-24, November-24 & December - 24.
- D) Copy of valid PAN Card.
- E) Original Money receipt against tender application fees DD worth **Rs. 2000/-** (Rupees Two thousand) (**Non-Refundable**) only pledged in favor of Superintendent, BBMC&H, Balagir, payable at Balangir.
- F) Account payee DD worth **Rs.50,000/- (Rupees Fifty Thousand)** only drawn in favor of Superintendent, Bhima Bhoi Medical College & Hospital, Balangir payable at any nationalized bank as **EMD (Refundable)** which will be returned back / adjusted after the completion of tender tenure. The EMD of unsuccessful bidder shall be returned back within 4 weeks after completion of Tender process.
- G) Proof of Average Annual Turnover of the bidder (**Retailer /Wholesalers**) as the case may be of **Rs 50.00 lakhs** or more during the last three financial years (**2021-22, 2022-23 & 2023-24**) taken together from a registered chartered accountant shall be submitted (**Annexure-III**). The registration number and Name of Chartered Accountant shall be clearly mentioned in the certificate.

M.Panda  
31.01.25

Superintendent

Bhima Bhoi Medical College & Hospital  
Balangir - 767001

- H) The copy of the audited financial statement which includes balance sheet and profit & loss account showing the relevant trade for the last three financial years (2021-22, 2022-23 & 2023-24) shall be attached.
- I) Undertaking as per format (attached ANNEXURE-I) in the letter pad of the drug store with clear mention of location of the drug store / outlet for which empanel application is applied for.

## 2. Document in Cover – B (Price Bid)

The bidders should quote the minimum extra percentage of profit on purchase price which should be below 10% and the total amount should not exceed the MRP value including the taxes (GST).  
Specific Format attached in (Annexure-IV)

| <u>Sl.No.</u> | <u>Type of Item</u>         | <u>Percentage in excess claimed on purchase price</u> |
|---------------|-----------------------------|---|
| 1.            | Drugs & Medical Consumables |   |

### TECHNICAL EVALUATION:

- As per the checklist (annexure - II) the bidders, meeting all the eligibility criteria as given in technical bid will be scrutinized and evaluated for technical evaluation.
- The bidder qualified after the technical bid shall be informed for opening of price bid.
- The price bid of all the technically qualified bidders will be opened for scrutiny of financial bid.

## 3. Selection of Bidder

The bidder quoting the lowest profit percentage on purchase price will be selected as L1 bidder for awarding of the contract. It may be noted that up to two decimal points will be considered for comparison of price bid.

\* In case of tie-up of price bid, the following parameter will be considered to empanel,

- Bidder having higher average annual turnover in immediate preceding three years as on the date of price bid evaluation will be given preference.

## GENERAL TERMS & CONDITION

1. The medicines store has to supply all Drugs & Consumables at the rate of contract price as per agreement.
2. The medicines are to be procured at routine & emergency hours as life saving measure. The supplier has to supply round the clock against the indent made at different hours under OSTF, BSKY, JSY, JSSK and Emergency Local Purchase scheme / guideline of Govt. of Odisha from time to time.
3. The drug store should have a capacity to supply not less than 75% of the commonly prescribed Drugs & Consumables as per the need of this hospital and preference shall be given to the medicine store who will take less percentage of profit on the purchase price.
4. The detail of purchase price, billing amount, percentage in extra claimed on purchase price and all other details as per the requirement of this hospital shall be reflected on the bill.
5. The authority at any time may ask to submit the purchase bills in original for verification which shall be submitted by the empanel shop immediately without fail.
6. The bidder has to supply Drugs and Medical Consumables at any time including both during day and night whenever any empanelled order is placed to him /her.
7. The bidder must not have been convicted by the state drug authorities and no case should be pending under the Drugs and Cosmetic Act and Rules 1940 for the preceding three years and during application for tender he/she has to submit an affidavit for this purpose.

M.Panda  
31.01.25  
Superintendent

8. If any Drugs & Medical Consumables will not be available with the empanel shop it will be arranged by the shop itself to supply quickly to the patient failing in which the shop will bear penalty charge as will be decided by the administration of BBMC&H, Balangir.

9. The required items are to be procured on credit basis against different orders and payment will be made monthly on submission of bills in triplicate for payment. The authority is not liable for delay in payment if an unavoidable circumstance like paucity of funds arises.

10. Either the owner of the firm / shop or its authorized agents may remain present at the time of opening of tenders (Cover - A & Cover - B). Their absence may not be a bar for opening of the tender document.

11. The bidders qualified after opening of the technical bid shall be called on for opening of price-bid.

12. The authority is not responsible for any type of postal delay & the tender document after due date will not be received /entertained in the tender process and will be rejected.

13. The selected shop / firm shall not discontinue supply during the contract period at any circumstances; otherwise the EMD amount of the bidder will be forfeited and accordingly will be blacklisted for a period of three years.

14. The EMD of unsuccessful bidder will be returned after finalization of tender on submission of application to the undersigned seeking for so and in case of successful bidders the amount will be adjusted against the performance security money which is to be deposited by the bidder as decided by the authority.

15. The validity of tender will remain enforce for a period of one year from the date of approval or extended up to finalization of next tender with due approval by the authority.

16. The qualified bidder must have to sign MoU with the Superintendent for supply of Drugs & Consumables to DHH/BBMC&H, Balangir. Unless the bidder sign the MoU he cannot be considered for Empanelment.

17. The Tendering authority has reserves the right to accept / reject any or all tenders at any time or part without assigning any reason thereof.

18. The EMD shall be returned to unsuccessful bidders with in a period of 4 weeks from the date of announcement of the successful bidder without accrual of any interest.

19. The EMD shall be forfeited if the bidder withdraws its proposal during the interval between the proposal due date and expiration of the proposal validity period or in case of successful bidder, if does not execute the agreement.

20. The EMD of successful empanelled bidder shall be kept as performance security deposit which shall be forfeited if any term or condition of the contract is infringed or if the supplier fails to provide the required drugs and consumables satisfactorily. No interest on security deposit and EMD shall be paid by the tendering authority.

M. Panda  
31.01.25

Superintendent

Bhima Bhoi Medical College & Hospital,  
Balangir - 767001

**ANNEXURE-I**

**Format of undertaking to be typed on the letter pad of the bidder quoting for  
Empanel Drug Store**

I/We \_\_\_\_\_ do hereby undertake  
that

- Our Medicine store is within 300 meters radius from O/o the Superintendent DHH/BBMC&H, campus Balangir.
- I / We will provide all required Drugs & Medical Consumables including chemotherapy drugs to the patients as per prescription submitted by the patient.
- I / We will supply Drugs & Medical Consumables at any time including both day & night as and when the empanel order is placed to me/us.
- If any problem faced by the patient due to late supply of Drugs & Medical Consumables, I/We will be held responsible and bear compensation.
- I / We will have supply not less than 75% of the commonly prescribed Drugs and Medical Consumables.
- In case of negligence / supply of duplicate medicines, I/We will bear the penalty charges as will be decided by the Administration of BBMC&H, Balangir.

**Seal /Signature of Bidder**

*M Pande*  
31.01.21

Superintendent

Bhima Bhoi Medical College & Hospital  
Balangir - 767001

ANNEXURE-II (CHECK LIST)

| Sl. No | Particulars  | Documents<br>(Page No) | Submitted |    |
|--------|--|------------------------|-----------|----|
|        |  |                        | Yes       | No |
| 1.     | Tender paper cost (Non Refundable) Rs.2,000.00   |                        |           |    |
| 2.     | Earnest Money Deposit Rs.50,000.00   |                        |           |    |
| 3.     | Attested Copy of Valid Drug License (Retailer / Wholesaler having Retail License) issued by Licensing Authority.   |                        |           |    |
| 4.     | Copy of Valid GST Registration Certificate.  |                        |           |    |
| 5.     | Copy of GST Return for the last Quarter (Oct- 24, Nov-24 & Dec - 24) shall be submitted.   |                        |           |    |
| 6.     | Copy of valid PAN Card .   |                        |           |    |
| 7.     | Annual Average Turnover of 50.00 Lakhs or more for the last three financial year (2021-22, 2022-23 & 2023-24) duly signed by the Chartered Accountant (ANNEXURE-III) |                        |           |    |
| 8.     | Audited Financial Statement of last 3 F.Ys (2021-22, 2022-23 & 2023-24) shall be submitted   |                        |           |    |
| 9.     | Affidavit regarding Non - conviction of the bidder is last three years.  |                        |           |    |
| 10.    | Under taking as per format in the letter pad of the drug store. (ANNEXURE-I)   |                        |           |    |
| 11.    | Copy of original Tender and schedules, duly signed by the Bidder.  |                        |           |    |

**Important: any shortfall in the above checklist point, the bidder will be rejected without assigning any reason thereof.**

*M. Panda*  
31.01.25

Superintendent  
Bhima Bhoi Medical College & Hospital  
Balangir - 767001

**ANNEXURE – III**

**ANNUAL AVERAGE TURNOVER STATEMENT**

(To be furnished in the letter head of the Chartered Accountant)

The Annual Average turnover of bidder (Retailer / Wholesaler having retail License) as the case may be of M/s \_\_\_\_\_ for the financial years are given below and certified that the statement is true and correct.

| Sl. No | Financial Year | Turnover in Rs. (Each Year) |
|--------|----------------|-----------------------------|
| 1      | 2021-2022      |                             |
| 2      | 2022-2023      |                             |
| 3      | 2023-2024      |                             |

Membership No:

Registration No. of Firm:

**Note:**

- To be issued in the letter head of the auditor /chartered accountant mentioning the membership no.
- The turnover statement should also be supported by copies audited annual statement of the last three years and the turnover figure should be highlighted there.

*M Pandey*  
31-01-25

Superintendent  
Bhima Bhoi Medical College & Hospita  
Balangir - 767001

**ANNEXURE-IV (SHALL BE ATTACHED IN PRICE BID ONLY)**

**PRICE BID FORMAT FOR SUPPLY OF DRUGS & MEDICAL CONSUMABLES TO  
DHH / BBMC&H, BALANGIR OF EMAPNELL MEDICINE STORE.**

I \_\_\_\_\_ Owner / Proprietor of  
\_\_\_\_\_ (name of the medicine  
store) , located at \_\_\_\_\_  
(address) do here by submit my price bid of Tender for supply of Drugs & Medical Consumables to  
BBMC&H/DHH, Balangir and I will add a percentage of profit on purchase price of the items not  
exceeding \_\_\_\_\_ % (mention in number) & \_\_\_\_\_  
(mentioned in wards separately) as received as order in authenticated empanel form.

**Note: The percentage of profit on purchase price should be below 10%.**

**Signature of Bidder  
Contact No.**

*M. Pande*  
*31.01.25*

Superintendent  
Bhima Bhoi Medical College & Hospital  
Balangir - 767001