

INTEGRAL COACH FACTORY HOSPITAL ,
CHENNAI – 600 038
MEDICAL DEPARTMENT

**Empanelment of vendors for local purchase of medicines/drugs , surgical items,
reagents & consumables at ICF hospital.**

- 1. Expression of interest (EOI) for supply of medicines/drugs on local purchase—**
EOI No 1/ MD/ICF/DRUGS LP /2019 Dt.12/03/2019.
Value of local purchase of medicines/drugs in last three year is approx. Rs 80.87 lakhs.

- 2. Expression of interest (EOI) for supply of surgical items on local purchase—**
EOI No 2/ MD/ICF/ SURGICAL ITEMS LP /2019 Dt.12/03/2019 .
Value of local purchase of surgical Items in last three year is approx. Rs 8.70 lakhs.

- 3. Expression of interest (EOI) for supply of reagents & consumables on local purchase—**
EOI No 3/MD/ICF/ REAGENTS & CONSUMABLES LP /2019 Dt.12/03/2019
Value of local purchase of consumables in last three year is approx. Rs 11.94 lakhs.
 1. Details and application to be downloaded from website
<https://icfindianrailways.gov.in>
 2. Date and time of downloading of blank EOI documents: From 18/03/2019 for three weeks, upto 08/04/2019 , 11.00 hours.
 3. Date and time for submission of all the three completed sealed expression of interest documents -- On or before 08/04/2019 , 11.00 hours.
 4. Date and time of opening of all the three expression of interest documents: 08/04/2019 at 11.00 hours.
 5. Validity of the EOI: Two years from the date of implementing.

Principal Chief Medical Officer/ICF

INTEGRAL COACH FACTORY HOSPITAL ,
CHENNAI – 600 038
MEDICAL DEPARTMENT

EMPANELMENT OF CHEMISTS/PHARMACETICAL DISTRIBUTORS
EXPRESSION OF INTEREST (EOI) FOR SUPPLY OF MEDICINES/DRUGS, SURGICAL
ITEMS REAGENTS & CONSUMABLES

Lt No 4/MD/ICF/ LP /2019

Office of the
Principal Chief Medical Officer,
I.C.F.Hospital,
Chennai-600 038.
Dt.14/03/2019

Sub: Expression of interest (EOI) for empanelment of chemists / pharmaceutical distributors for Supply of local purchase medicines /drugs, surgical items, reagents & consumables to ICF Hospital, Chennai-38.

This Hospital is providing comprehensive health care facilities to the I.C.F. Employees/pensioners. As a part of this scheme, the beneficiaries are eligible for the treatment and supply of medicine. This Hospital aspires to ensure timely supply of medicines/drugs, surgical items, reagents & consumables. With this objective, on behalf of the Principal Chief Medical Officer, I.C.F Hospital, Chennai-38 invites sealed EOI from the eligible chemists / pharmaceutical distributors for supply of medicines/drugs, surgical items, reagents & consumables.

EOI Schedule

- A. **Expression of interest (EOI) for supply of medicines/drugs on local purchase—**
EOI No 1/ MD/ICF/DRUGS LP /2019 Dt.12/03/2019.
Value of local purchase of medicines/drugs in last three year is approx. Rs 80.87 lakhs.
- B. **Expression of interest (EOI) for supply of surgical items on local purchase—EOI**
No 2/ MD/ICF/ SURGICAL ITEMS LP /2019 Dt.12/03/2019 .
Value of local purchase of surgical Items in last three year is approx. Rs 8.70 lakhs.
- C. **Expression of interest (EOI) for supply of reagents & consumables on local purchase—EOI No 3/MD/ICF/ REAGENTS & CONSUMABLES LP /2019**
Dt.12/03/2019
Value of local purchase of consumables in last three year is approx Rs 11.94 lakhs.

1. Details and application to be downloaded from website <https://icfindianrailways.gov.in>
2. Date and time of downloading of blank EOI documents: From 18/03/2019 for three weeks, upto 08/04/2019 , 11.00 hours.
3. Date and time for submission of all the three completed sealed expression of interest documents -- On or before 08/04/2019 , 11.00 hours.
4. Date and time of opening of all the three expression of interest documents: 08/04/2019 at 11.00 hours.
5. Validity of the EOI: Two years from the date of implementing.
6. Address where the EOI are to be submitted: OFFICE OF THE PRINCIPAL CHIEF MEDICAL OFFICER/ICF HOSPITAL, CHENNAI 600 038.
7. It is the responsibility of the chemists / pharmaceutical distributors to ensure that their EOI reach the Office of the PRINCIPAL CHIEF MEDICAL OFFICER/ICF HOSPITAL, CHENNAI whether sent by post or by courier or by person.

SECTION-I

INSTRUCTIONS TO CHEMISTS / PHARMACEUTICAL DISTRIBUTORS

1.SCOPE OF WORK:

The empanelled chemists/pharmaceutical distributors will supply the medicines/drugs, surgical items, reagents & consumables. at the agreed discount in stipulated time on the basis of the indents/authority slip issued by the chief pharmacist In charge of Stores.

2.ELIGIBILITY

- (i) The chemist/pharmaceutical distributor must hold valid licenses as on date of EOI offer opening in the specified form (Form 20, 20-B, 21, 21-B and 21-c) for various categories of allopathic drugs issued by the Drug Control Authority of the State under the provisions of Drugs and Cosmetic Act 1940. The successful chemist/pharmaceutical distributor will further ensure that their licenses remain valid till the end of the contract period.
- (ii) The chemist/pharmaceutical distributor must not have been convicted by the State Drugs authorities and no case should be pending under the Drugs and Cosmetic Act Rules.
- (iii) The chemist/pharmaceutical distributor's/establishment should be situated within fifteen Kilometres distance by shortest motorable route from the hospital.
- (iv) The average turnover of the chemist/pharmaceutical distributor's/establishment for the last 3 years should be at least 30% of the average total value of local purchase procurement made by this hospital in the same three years. This should be supported by C.A's certificate of the chemist/pharmaceutical distributor. The local purchase procurement made by this hospital in the last three years is approx Rs.101.51 Lakhs.

3. EOI PROCEDURE, SIGNING AND SEALING OF EOI:

The following documents should be submitted along with the EOI in the sequence mentioned below. Each page will be duly signed and serially numbered. Corrections and overwriting should be duly attested.

- (i) Duly attested copies of valid licences held by the chemist/pharmaceutical distributor as on the date of EOI opening in specified forms (Form 20, 20-B, 21, 21-B and 21-c) for various categories of allopathic drugs issued by the Drug Control Authority of the state under the provisions of the Drugs and Cosmetics Act 1940. The successful chemist/pharmaceutical distributor will ensure that their licences remain valid till the end of the contract period.
- (ii) No conviction certificate from State Drugs Controller that no case is pending against the firm under the Drugs and Cosmetics Act and Rules made there under as well as under the Drugs Price Control Order issued from time to time.
- (iii) Please write the EOI notice No. on the Envelope and seal the cover.

4. PERIOD OF EOI:

The period of the EOI shall be for a period of **Two years** from the date of the signing of EOI. However, strictly on the basis of the satisfactory services, it is liable to be extended for a period of one more year at the sole discretion of Principal Chief Medical Officer on the same terms and conditions.

5. SUBMISSION OF EOI:

- (i) The chemist/pharmaceutical distributor shall submit the EOI documents at the Office of the Principal Chief Medical Officer by the time and date as mentioned. The EOI received after this date & time will not be entertained. The postal delays will also not be condoned.
- (ii) Any conditional EOI will not be accepted.

6. PRICING:

EOI for supply of medicines/drugs, surgical items reagents & consumables.

The chemist/pharmaceutical distributor should quote UNIFORM DISCOUNT on the Maximum Retail Price (MRP) printed on the Strip/Bottle/Unit/item **in percentage terms in respect of all items of supplies to be made under the contract.** The quoted offer shall remain valid for the entire duration of the contract. **Uniform discount offered on MRP (Maximum Retail Price) in figures and words (plus GST wherever applicable):**

7. INSPECTION OF THE CHEMIST/PHARMACEUTICAL DISTRIBUTOR'S PREMISES:

If the EOI on the basis of the documents mentioned in this section appears to be fulfilling the eligibility conditions, the chemist/pharmaceutical distributor's premises will be inspected by a team of officers for

1. The physical verification of site and distance.
2. Verification of original documents
3. Availability of proper cold-chain which would be refrigerator and power back up system
4. Assess availability of stock of medicines both physical and financial etc.
5. Presence of retail outlet / pharmaceutical distributor Establishment.

In case the chemist/pharmaceutical distributor do not confirm to the terms and conditions provided in the EOI, the offer will be rejected.

8. OPENING OF THE EOI:

EOI shall be opened at the Office of the Principal Chief Medical Officer, ICF Hospital, Chennai 600 038.

9. NOTIFICATION OF ACCEPTANCE OF EOI

PCMO/OFFICE/RH/ICF will communicate acceptance of the EOI in writing by letter.

10. MISCELLANEOUS

- (i) The Principal Chief Medical Officer reserves the right to enter into parallel contracts simultaneously with one or more chemists/pharmaceutical distributors .
- (ii) Those chemists/pharmaceutical distributors in whose cases the hospital has terminated their contract on the basis of substitution of medicines, over-charging in the bill, inadequate performance due to any reason, and misbehaviour with the Officers etc., will not be eligible for participating in the EOI.

CONDITIONS OF EOI

11. A) The Chemist/pharmaceutical distributor must hold valid licenses as on the date of EOI opening in the specified forms (Form 20, 20-B, 21, 21-B and 21-C) for various categories of allopathic drugs issued by the Drugs Control Authority of the State under the provisions of Drugs and Cosmetics Act, 1940.
- B) The successful chemists/pharmaceutical distributors will further ensure that their licenses remain valid till the end of the contract period.
- C) The Chemist/pharmaceutical distributor must not have been convicted by the State Drugs authorities and no case should be pending under the Drugs and Cosmetics Act and Rules

- D) The Chemist/pharmaceutical distributor's shop/establishment should be situated within fifteen Kilometers distance by shortest motorable route from the hospital.
- E) Collection of Indent for Supply: The Authorised Chemist/pharmaceutical distributor or his representative should collect Local Purchase indent on the basis of which supplies are to be made, from the Stores of the Hospital at the closing hours i.e. 17.00 hrs on every working day. The indent will also be intimated through phone /E-mail.
- F) Delivery of Supplies: The delivery of supplies in full will be made on the next working day by 08.30 hrs. or at the opening hours of the hospital whichever is later, at the premises of the hospital indenting the supplies. Supply of items should be made on the same day preferably before closure of OPD, If the indent has been placed at least 4 hours before the closure of OPD timings.

In case of emergencies, the medicines/drugs, surgical items, reagents or consumables shall be delivered at the earliest possible time, in any case not later than one hour at the place specified in the hospital.

G) Non Substitution: In case of Indent for specific brand of medicines/drugs, surgical items, reagents & consumables, the brand shall not be substituted.

H) Individual Packets: The Chemist/pharmaceutical distributor shall put all medicines/drugs, surgical items, reagents & consumables indented in separate packets and write the name and the quantity of medicines on the packet.

I) Life Period of medicines/drugs, surgical items, reagents & consumables. supplied:

The shelf life of medicines/drugs, surgical items, reagents & consumables. supplied should not have passed more than half of its shelf life at the time of supply, or should be at least six months from its date of expiry.

J) On Line connectivity with Stores: The chemist/pharmaceutical distributor shall provide email address/mobile number for communication. He shall have internet connectivity at the shop.

K) Medicines/drugs, reagents and other items supplied requiring cold chain to be supplied at proper temperature.

L) The average turnover of the chemist/pharmaceutical distributor's / establishment for the last 3 years should be at least 30% of the average total value of local purchase procurement made by this hospital in the same three years. This should be supported by C.A's certificate of the chemist / pharmaceutical distributor.

12. PRESENTATION OF BILLS:

- (i) The authorised Chemist/pharmaceutical distributor shall present the bill to the main medical stores along with the medicines/drugs, surgical items, reagents & consumables supplied every time. The bill should clearly indicate the details of the supplies made such as name of the items, name of the manufacturer, batch no., date of manufacture, and date of expiry, invoice no with date, rate of discount as per contract etc., and any other information required by the hospital.

13. PERIOD UPTO WHICH SUPPLY ORDERS WILL BE PLACED:

Supply orders will be placed against the EOI up to the last date of the EOI. Orders received even on the closing date should be honoured in accordance with the terms of contract even though the last date of the contract may have expired on the date of supply of the medicines/drugs, surgical items, reagents & consumables. The chemist/pharmaceutical distributor should not stop the supplies of the medicines/drugs, surgical items, reagents & consumables without giving 30 days Advance Notice.

14. TERMINATION OF DEFAULT:

The Hospital may, without prejudice to any other remedy for breach of EOI, by written notice of default sent to the chemist/pharmaceutical distributor, terminate the EOI in whole or part:

- a) If the chemist/pharmaceutical distributor fails to provide any or all of the services within the period(s) specified in the Contract.
- b) If the chemist/pharmaceutical distributor fails to perform any other obligation(s) under the contract.

15. SUPPLY OF MEDICINES/DRUGS, SURGICAL ITEMS, REAGENTS & CONSUMABLES:

- a) Sufficient stock of standard quality of medicines/drugs, surgical items, reagents & consumables at all times will have to be maintained by the Chemist/pharmaceutical distributor.
- b) The chemist/pharmaceutical distributor will indicate batch number, name of the manufacturer, and date of expiry in the indents at the time of supplying the medicines/drugs, surgical items, reagents & consumables to the hospital.
- c) The medicines/drugs, surgical items, reagents & consumables to be supplied will be of standard quality. In case it is found any particular medicines/drugs, surgical items, reagents & consumables date is expired or is near the date of expiry, found not of standard quality/sub standard or Spurious, the supplier will be liable to be debarred for a period of five years besides other legal action that may be initiated. In case the supplier fails to supply indented medicines/drugs, surgical items, reagents & consumables, the hospital will be entitled to procure the same from other chemist/pharmaceutical distributor and the supplier will be liable to reimburse in full the price paid by the hospital. However, the chemist/pharmaceutical distributor will be allowed to claim what would be payable to him for the medicines/drugs, surgical items, reagents & consumables as per the agreed terms and conditions.

16. PAYMENT:

Payment of the bills presented will normally be arranged in 4-6 weeks from the date of presentation of the bill. The payment will be made through NEFT only for which the chemist/pharmaceutical distributor should submit the required forms details of Bank Address, MICR and Account No.

Principal Chief Medical Officer/ICF Hospital

EMPANELMENT OF CHEMISTS/PHARMACEUTICAL DISTRIBUTORS
DECLARATION OF CHEMIST/PHARMACEUTICAL DISTRIBUTOR
EXPRESSION OF INTEREST (EOI) FOR MEDICINES/DRUGS

FROM

COMPLETE ADDRESS OF THE CHEMISTS/PHARMACEUTICAL DISTRIBUTOR WITH
PHONE, FAX, MOBILE NUMBER, EMAIL ADDRESS.

TO

THE PRINCIPAL CHIEF MEDICAL OFFICER,
ICF HOSPITAL, CHENNAI – 600 038.

Ref: This Office EOI No 1/ MD/ICF/DRUGS LP /2019 Dt.12/03/2019.

Dear Sir,

1. I hereby offer to supply MEDICINES/DRUGS to ICF Hospital as indicated in the EOI notice. You may specify in the acceptance of EOI at the rate given in offer attached and agreed to hold this offer open till _____. I/We shall be bound by a communication of acceptance dispatched within the prescribed time.
2. I have understood the instructions to the chemists/pharmaceutical distributors and Conditions of EOI and fully accept them.
3. I am fully aware of the nature of medicines/drugs required and offer to supply the medicines/drugs strictly in accordance with the requirements of the hospital.
4. I agree to arrange supplies of standard quality medicines/drugs in accordance with the nomenclature, specifications and packages given in the local purchase order.
5. I agree that the supply of aforesaid will comply with provisions of Drugs & Cosmetics Act, 1940 and rules made there under.
6. My establishment is situated within fifteen kilometres of the ICF hospital.
7. My firm has not been convicted by the State Drug Authorities and no case is pending under the Drugs & Cosmetics Act, 1940 and rules made there under.
8. Average turnover of my firm in the last 3 years is at least 30% of the average total value of local purchase procurement made by ICF hospital in the same three years. This is supported by the C.A's certificate.
9. UNIFORM DISCOUNT OFFERED ON MRP IF ANY (MAXIMUM RETAIL PRICE) IN BOTH FIGURES AND IN WORDS (plus GST wherever applicable)

SIGNATURE OF THE CHEMISTS/
PHARMACEUTICAL DISTRIBUTOR

NAME:

ADDRESS:

DATE

EMPANELMENT OF CHEMISTS/PHARMACETICAL DISTRIBUTORS
DECLARATION OF CHEMIST/PHARMACEUTICAL DISTRIBUTOR
EXPRESSION OF INTEREST (EOI) FOR SURGICAL ITEMS

FROM

COMPLETE ADDRESS OF THE CHEMISTS/PHARMACEUTICAL DISTRIBUTOR WITH
PHONE, FAX, MOBILE NUMBER, EMAIL ADDRESS.

TO

THE PRINCIPAL CHIEF MEDICAL OFFICER,
ICF HOSPITAL, CHENNAI – 600 038.

Ref: This Office EOI No 2/ MD/ICF/ SURGICAL ITEMS LP /2019 Dt.12/03/2019 .

Dear Sir,

1. I hereby offer to supply SURGICAL ITEMS to ICF Hospital as indicated in the EOI notice. You may specify in the acceptance of EOI at the rate given in offer attached and agreed to hold this offer open till _____. I/We shall be bound by a communication of acceptance dispatched within the prescribed time.
2. I have understood the instructions to the chemists/pharmaceutical distributors and Conditions of EOI and fully accept them.
3. I am fully aware of the nature of surgical items required and offer to supply the surgical items strictly in accordance with the requirements of the hospital.
4. I agree to arrange supplies of standard quality surgical items in accordance with the nomenclature, specifications and packages given in the local purchase order.
5. I agree that the supply of aforesaid will comply with provisions of Drugs & Cosmetics Act, 1940 and rules made there under.
6. My establishment is situated within fifteen kilometres of the ICF hospital.
7. My firm has not been convicted by the State Drug Authorities and no case is pending under the Drugs & Cosmetics Act, 1940 and rules made there under.
8. Average turnover of my firm in the last 3 years is at least 30% of the average total value of local purchase procurement made by ICF hospital in the same three years. This is supported by the C.A's certificate.
9. UNIFORM DISCOUNT OFFERED ON MRP IF ANY (MAXIMUM RETAIL PRICE) IN BOTH FIGURES AND IN WORDS (plus GST wherever applicable)

SIGNATURE OF THE CHEMISTS/
PHARMACEUTICAL DISTRIBUTOR

NAME:

ADDRESS:

DATE

EMPANELMENT OF CHEMISTS/PHARMACEUTICAL DISTRIBUTORS
DECLARATION OF CHEMIST/PHARMACEUTICAL DISTRIBUTOR
EXPRESSION OF INTEREST (EOI) FOR REAGENTS & CONSUMABLES

FROM

COMPLETE ADDRESS OF THE CHEMISTS/PHARMACEUTICAL DISTRIBUTOR WITH
PHONE, FAX, MOBILE NUMBER, EMAIL ADDRESS.

TO

THE PRINCIPAL CHIEF MEDICAL OFFICER,
ICF HOSPITAL, CHENNAI – 600 038.

Ref: This Office EOI No 3/MD/ICF/ REAGENTS & CONSUMABLES LP
/2019 Dt.12/03/2019.

Dear Sir,

1. I hereby offer to supply REAGENTS & CONSUMABLES to ICF Hospital as indicated in the EOI notice. You may specify in the acceptance of EOI at the rate given in offer attached and agreed to hold this offer open till _____. I/We shall be bound by a communication of acceptance dispatched within the prescribed time.
2. I have understood the instructions to the chemists/pharmaceutical distributors and Conditions of EOI and fully accept them.
3. I am fully aware of the nature of reagents & consumables required and offer to supply the reagents & consumables strictly in accordance with the requirements of the hospital.
4. I agree to arrange supplies of standard quality reagents & consumables in accordance with the nomenclature, specifications and packages given in the local purchase order.
5. I agree that the supply of aforesaid will comply with provisions of Drugs & Cosmetics Act, 1940 and rules made there under.
6. My establishment is situated within fifteen kilometres of the ICF hospital.
7. My firm has not been convicted by the State Drug Authorities and no case is pending under the Drugs & Cosmetics Act, 1940 and rules made there under.
8. Average turnover of my firm in the last 3 years is at least 30% of the average total value of local purchase procurement made by ICF hospital in the same three years. This is supported by the C.A's certificate.
9. UNIFORM DISCOUNT OFFERED ON MRP IF ANY (MAXIMUM RETAIL PRICE) IN BOTH FIGURES AND IN WORDS (plus tax wherever applicable)

SIGNATURE OF THE CHEMISTS/
PHARMACEUTICAL DISTRIBUTOR

NAME:

ADDRESS:

DATE