

**STATE BANK OF INDIA**  
**DISPENSARY, LHO AMARAVATI**  
**GUNFOUNDRY, HYDERABAD**

**NOTICE INVITING TENDER/RFQ/7 DATED 27 OCT 2021**  
**RFQ/NOTICE INVITING e-TENDER FROM BANK'S EMPANELLED**  
**SUPPLIERS/CHEMISTS/STOCKISTS FOR SUPPLY OF MEDICINE TO THE**  
**DISPENSARY OF STATE BANK OF INDIA, LOCAL HEAD OFFICE (LHO)**  
**AMARAVATI, GUNFOUNDRY, HYDERABAD**

State Bank of India (the Bank), invites RFQ/e-Tender from the empanelled suppliers/stockists/chemists for supply of medicine to the Bank's Dispensary at LHO Amaravati, Gunfoundry, Hyderabad.

**(SUPPLIERS/CHEMISTS/STOCKISTS WHO WERE EMPANELLED WITH SBI**  
**AMARAVATI ONLY ARE ELIGIBLE TO APPLY)**

TENDER details given below

1.	Name of the work	:	Supply of Medicine to the Bank's Dispensary at LHO Amaravati, Gunfoundry, Hyderabad
2.	Cost of Tender documents	:	<b>Free of cost</b> (To be downloaded from Bank's website at <a href="https://etender.sbi">https://etender.sbi</a> )
3.	Estimated Cost	:	At an average @ Rs.5.00 Lakh per Month. <b>From Oct 2021 – Mar 2022</b> (Approx.Rs.30 lakh)
4.	Date and Time where tender forms are available	:	<b>FROM: 27.10.2021 TO 07.11.2021</b> at <a href="https://etender.sbi">https://etender.sbi</a>
5.	Place, Time & Address for submission of e-tender/contact person/telephone no./email address	:	<b>UPTO 4.00 pm on 07.11.2021</b> Address: Tender documents to be submitted at <a href="https://etender.sbi">https://etender.sbi</a> The Bank Medical Officer, Dispensary, LHO Amaravati, Hyderabad. E-mail id: <a href="mailto:srilakshmi.kovur@sbi.co.in">srilakshmi.kovur@sbi.co.in</a> Phone: - 040-23387430, 9492945884
6.	Date, Time and Place of opening of e-Tenders	:	<b>On 08.11.2021 at 3.00 pm</b> The Chief Manager, Office Admn.Dept, State Bank of India, Amaravati Local Head Office, Gunfoundry, Hyderabad. E-mail id: <a href="mailto:cmoad.lhoand@sbi.co.in">cmoad.lhoand@sbi.co.in</a> phone: - 040-23387232, 9441895490

7.	Quantum of Earnest Money Deposit (EMD)	:	EMD Rs.50,000/- to be deposited, (exempted for Empaneled Suppliers who have already deposited).
8.	Stipulated Time allowed for Supply of medicine	:	14 days from the date of issue of order for Supply
9.	Validity period of the Tender	:	<b>Valid upto 31.03.2022</b>
10.	Eligible Taxes	:	<p>GST component will be paid only on submission of proper GST invoice as per applicable GST provisions. The chemist should comply with the following;</p> <p>(i) Supplier/Stockist/Chemist should have GST Registration Number.</p> <p>(ii) Supplier/Stockist/Chemist should timely file GST returns in accordance with GST provisions to enable the bank to claim the input credit of GST paid to the supplier.</p> <p>Our Bank GST Number No. <b>36AAACS8577K1ZQ</b></p>
11.	Terms & mode of payment	:	<p>(i) Upon supply of entire medicine by the L1 bidder, payment will be released against submission of GST invoice and satisfactory certificate issued by the Bank Medical Officer to this effect, after effecting statutory deductions as applicable.</p> <p>(ii) Payment shall be made by way of Electronic fund transfer (RTGS/NEFT) mode and the chemist should furnish details of the Bank A/c No., IFSC code on the invoices.</p>
12.	(Penalty clause) Liquidated Damages	:	If the bidder is not able to supply the entire medicine within the stipulated period as per the tender, liquidated damages will be imposed at the rate of 0.5% of the total contract value of work would be strictly imposed per week subject to a maximum of 5% of the contract value.

Bank Medical Officer      Chief Manager (IR)      Asst.General Manager (OAD)

13.	Agency for arranging online bidding	:	<p>e-procurement technologies Ltd, Ahmedabad. Contact details:</p> <ol style="list-style-type: none"> <li>1. Ms Khushboo Mehta Mob.No.9510813528 Email id: Khushboo.mehta@eptl.in</li> <li>2. Mr Jainam Mob.No. 9328931942, 9081000427 email id: jainam@eptl.in</li> </ol> <p>You are requested to contact the support team for any technical issues in bid submission.</p> <ol style="list-style-type: none"> <li>1. Mr Fahad Khan Mob.No. 9904406300 email id: <a href="mailto:fahad@eptl.in">fahad@eptl.in</a></li> <li>2. Mr Shaikh Nasruddin Mob.No. 9510812960. email id: <a href="mailto:shaikh@eptl.in">shaikh@eptl.in</a></li> <li>3. Ms Dinki Adhiya Mob.No. 635491566. email id: <a href="mailto:dinki@eptl.in">dinki@eptl.in</a></li> </ol>
14.	Any additional information	:	<p>(i) The Rate Quoted in the Column 'A' (Best Offer Price in Rs.) of the price bid format should be inclusive of medicine cost, labour, wages, transportation, wastages, octroi, overheads, profit, incidental charges and all related expenses to complete the work. The quoted price will be valid for the entire period of Tender i.e upto Mar 2022 irrespective of increase/decrease in the price or input costs, overheads, what so ever. The bidder has to supply medicine as per the Total Price quoted vide Column – D of the price bid format. The medicine to be delivered at Bank's Dispensary at Amaravati LHO situated at Gunfoundry, Hyderabad – 500001, at supplier's cost.</p> <p>(ii) The bidder has to quote applicable GST Percentage (%) based on the category of medicine in Column -B of the price bid format. The GST component will be paid on production of GST invoice as per the applicable provisions of GST act.</p> <p>(iii) The L1 bid will be awarded to the vendor who quotes the lowest price on all the medicine and evaluation will be done as per the Total price quoted vide Column – D of the price bid format.</p>

**General Terms & Conditions: -**

- a) All Tenderers are informed that, price bidding for the work will be through e-tendering method. The bill of quantity of tender i.e. "Price Bid" is to be submitted online on e-tendering portal (<https://etender.sbi/>). Orders will be placed by the Bank's Medical Officer (BMO) to those empanelled Chemists/Suppliers/Stockists, to the L1 Bidder at their quoted rates month wise or as and when required.
- b) The Tenderer is expected to examine all instructions, forms, terms and specifications in the tender documents. Failure to furnish all information required as per the Tender Document or submission of bids not substantially responsive to the Tender Documents in every respect will be at the Tenderer's risk and shall result in rejection of the Tenderer.
- c) In case the date of submission of e-tender is declared as a holiday, the respective date will be considered on the next working day at the same time.
- d) Empaneled Suppliers/Chemists/Stockists are required to quote for all the medicine as per the requisition placed (list of medicine) and offer **Best price (column-A)** for all the medicine in the price bid format. Medicine order will be placed monthly or as and when needed from the list of medicine based on the need at Dispensary. In case of not quoting for three consecutive RFQs/Tenders, appropriate action would be initiated including depaneling from the empanelled list.
- e) **The best offer price quoted (column -A) will be valid for the entire period of tender i.e upto Mar 2022 irrespective of increase/decrease in the price/input costs/overheads and Bank will consider the lowest price quoted as per column – D (inclusive of GST) of the price bid format during payment for medicine supplied.**
- f) **L1 bid will be awarded to the vendor who quotes the lowest price on all the medicine and evaluation will be done as per the Total price quoted (Column – D) of the price bid format.**
- g) In case of need the Bank reserves the right to split/divide its purchase orders among L1, L2 and L3 bidders in the ratio of 60:20:20 at L1 bid rates.
- h) The Initial security deposit of the successful bidder shall be forfeited, if the supplier refuses to accept the order or fails to supply the medicine within the prescribed time
- i) The empanelled suppliers should possess **VALID DIGITAL SIGNATURE** for participating in e-Tendering process.
- j) The State Bank of India reserves the right to reject any or all the applications without assigning any reason there for and no correspondence would be entertained in this regard.
- k) The State Bank of India may at any time cancel this tendering process without assigning any reason.

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- l) Empaneled Suppliers/Chemists/Stockists are required to quote the values as per the requisition placed in the e-Tender. If any supplier quotes invalid/incorrect values other than those required in the Price bid format, they will be disqualified and also depanelled from the Bank's empanelled list of suppliers and will not be allowed to participate in the future Tenders.
- m) The Empanelled Supplier/Stockist/Chemist has to submit declaration form (Annex I). Non submission will be treated as 'disqualified' for the e-tendering process
- n) Recently manufactured/latest batch of medicine only to be supplied. If a particular medicine is not available, another medicine with same composition may be considered for supply depending on the requirement at dispensary for smooth functioning.

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**DECLARATION**

I/We have read and understood the RFQ/e-Tender notice and each column of the price bid issued by State Bank of India, containing the eligibility criteria and the terms and conditions (all parts of the tender document) and accordingly will quote the price for the supply of drugs and medicine. I/We fully accept the terms and conditions thereof.

I/We accept all the terms and conditions of tender documents. I/We will abide by the technical specification mentioned in the tender. I/We here by undertake to supply only specified medicine as per the tender schedule.

I/We hereby declare that, in particular during execution of Supply of medicine, It will be my/our sole responsibility to strictly adhere to/meticulously follow the General Specification, Approved manufacturers/brand of medicine.

I/We hereby declare that I/We shall supply medicine in time and also shall uniformly maintain such progress to ensure completion of supply within the stipulated time as mentioned in the document.

I/We also understand that the Bank reserves the right to accept any or reject any or all the applications, without assigning reasons.

I/We also understand that the Bank reserves the right to cancel the tendering process at any time without assigning any reasons.

Date:

Sign. & seal of Supplier /Stockist/Chemist

**Witness:**

1.

2.

**NOTE**

ANY CLARIFICATIONS SOUGHT AFTER OPENING OF THE TENDERS WILL NOT BE ENTERTAINED AT ANY COST.

**CHECKLIST OF DOCUMENTS TO BE UPLOADED**

1. The soft copy of entire tender document in <https://etender.sbi/>
2. Signed and scanned copy of declaration (Annexure – I)
3. Scanned copy of letter of empanelment.
4. Scanned copy of Security Deposit Receipt.

