



# MEGHALAYA AIDS CONTROL SOCIETY

Pasteur Hills, Lawmali, Shillong-793001

Contact no. 0364-2590824

Regd No:SR/MACS-400/98

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No. PD/MACS/CST-ARV/643/2024/ 2076

Dated 29/7/24

## NOTICE INVITING TENDER

Sealed tender are invited from Authorized/Registered local firms for procurement of ARV Drugs for the office of the Project Director, Meghalaya AIDS Control Society, Pasteur Hills, Lawmali, Shillong -793001, Meghalaya.

Tender document can be downloaded from the office website [www.meghalayasacs.com](http://www.meghalayasacs.com)

The undersigned reserves the right to accept or reject any of the proposals

Project Director,  
Meghalaya AIDS Control Society,  
Shillong


## Tender Document

Supplier / Bidder should note that the following terms & conditions will apply specifically in the tendering process.

1. Offers should be based in 2 bid systems -
  - i) Technical and commercial bid. (Sealed Envelope-A) The first envelope marked 'Techno-Commercial' must be sealed with sealing wax and should contain the technical & commercial details.
  - ii) Price Bid (Sealed Envelope- B) The second envelope marked 'Financial Proposal' must also be sealed with sealing wax and should contain the detailed price offer for the Services. Both the sealed envelopes should again be placed in a sealed cover, which will be received in the office of the undersigned.
2. The Tenders quoting as authorized representative of the firms shall have minimum 2 years experience in related work and should obtain documents from Principles/Manufacturer fulfilling the requirements in taking full responsibility of technical support, service & organizational support. Please note that no counter proposal is acceptable to us and conditional/late quotations are liable to be rejected.
3. The successful bidder should provide the Analytical Test Certificate from the manufacturer of the batch no. to be supplied.
4. Bidders/Tenderers should enclosed self-attested copies of Goods and Service Tax registration, Drug License Certificate, SC/ST Certificate, Pan card, EPIC and other valid documents regarding existence & registration of the firm.
5. Bidders/tenderer should have Quality Assurance certificate like GMP certification. Bidders/tenderers quoting on behalf of their manufacturer should also attach said certificate of their manufacturer to select reputed and quality products failing which their offer may be summarily rejected.
6. No work will be allotted to Non-tribal bidders / supplier except under a valid trading license issued by the Khasi Hills Autonomous District Council, Shillong., Jaintia Hills Autonomous District Council & Garo Hills Autonomous District Council.
7. Exemption of Trading License will be applicable only to Scheduled Tribe who registered in the state of Meghalaya.
8. Tender is to be duly signed on all the pages as a token of having accepted all the terms & conditions (no thumb impression is to be affixed).
9. Meghalaya AIDS Control Society reserved all rights to make any changes in terms and conditions of the tender and to reject any or all bids without assigning any reason thereof.
10. The tender rate shall remain valid for acceptance for a period of 1 (one) year after the date of tender opening prescribed in the document, subject to satisfaction the contract will be extended to another year with the same rates, terms and condition
11. Bidders /Tenderers shall have to produce sample of the items within 10(ten) days, if asked by the Purchaser
12. The supplier warrants comprehensively that the goods supplied under the contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise, by the purchaser in the contract.
13. Tender sent by fax/telex/cable/electronically shall be ignored.
14. Bidders may quote the rate of the products, whether domestic or imported, in Indian rupees only.
15. The supplier shall be entirely responsible for all taxes, duties, fees, levies etc. Incurred until delivery of the contracted goods to the purchaser /final destination.
16. All bids must be accompanied with Earnest Money Deposit (EMD) amounting to Rs.20000 in the form of Bank draft/Bankers Cheque drawn on any nationalized bank in favour of "The Project Director, Meghalaya AIDS Control Society", payable at Shillong valid for 90 days from the date of opening of Bids, along with Technical Bids.
17. Within Seven (7) days from date of the issue of notification of award by the purchaser, the supplier, shall furnish performance security to the purchaser for an amount equal to five percent (5%) of the total value of the contract, valid up to sixty days after the date of completion of all contractual obligations by the supplier, including the warranty obligations. Earnest Money Deposit (EMD) will be refunded after receiving the Performance Security from the successful bidder.
18. Bids shall be opened in presence of bidder / representatives who intend to attend, on the specified date and time.
19. Project Director, Meghalaya AIDS Control Society or his authorized representative shall be the final authority in all disputes and decision will be binding.
20. The tender may be sent by post or delivered in person on above mentioned address; the responsibility for ensuring that the tenders are delivered in time would vest with the bidder.
21. The envelope shall bear the Office name, Tender No, due date & time and the words "DO NOT OPEN BEFORE THE DUE DATE AND TIME".



22. Any bid received by the Purchaser after the deadline for submission of bids prescribed by the Purchaser, will be rejected and/or returned unopened to the Bidder.
23. The Supplier should also indicate the name & address of the firm on the envelope to enable the bid to be returned unopened in case it is declared late or rejected.
24. Upon receipt of defective goods, the supplier shall replace the defective goods, free of cost, at the ultimate destination. The supplier shall take over the replaced goods after providing their replacements and no claim, whatsoever shall lie on the purchaser for such replaced goods thereafter
25. Project Director, Meghalaya AIDS Control Society or his authorized representative shall be the final authority in all disputes and decision will be binding.
26. **Corrupt or Fraudulent Practices:-**
- It is required by all concerned namely the Consignee/Tenderers/Suppliers etc to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser: -
- (a) defines, for the purposes of this provision, the terms set forth below as follows:
- (ii) "corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and
- (iii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among Tenderers (prior to or after Tender submission) designed to establish Tender prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition;
- (b) Will reject a proposal for award if it determines that the Tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
27. At any time prior to the date of submission of bid, Project Director, Meghalaya AIDS Control Society, Shillong, may, for any reason, whether at his /her own initiatives or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment. All prospective bidders/tenderer who have received the bidding document will be notified of the amendment in the website and the amendment shall be binding on them. In order to provide reasonable time to take the amendment into account in preparing the bid. Project Director, Meghalaya AIDS Control Society, Shillong,, may at his discretion, extend the date and time for submission of bids.
28. You are requested to provide your offer latest by **08<sup>th</sup> August 2024 before 4:00pm**
29. Opening of Bids Will be held on the **09<sup>th</sup> August 2024 at 11:00am** at the office of the undersigned.

  
 Project Director,  
 Meghalaya AIDS control Society,  
 Shillong

**Requirement: -**

Sl No	Particulars	Quantity	Make/Company	Rate Rs.
1	Abacavir 300mg	39600 tablets		
2	Lamivudine 100mg	36000 tablets		