



ISO 9001 Company

Heavy Engineering Corporation Limited
(A Govt. of India Enterprise)
Heavy Machine Building Plant
Central Purchase

Open Tender Notice

No. HMBP/PUR/CP/24/MED/110003/OTE-6386

Date: 23/12/2024

is available on our website in e-procurement section i.e. <https://etenders.gov.in/e procure/app>. Aspiring bidders may go through the tender document.

Interested bidders are requested to submit their most competitive offer through e-procurement mode only. Offer submitted through offline mode will not be considered. For more information please visit our website <https://etenders.gov.in/e procure/app>.

Bid submission closing date	13.01.2025	01:00 PM
Technical Bid opening date	14.01.2025	03:00 PM

Prospective Tenderers are advised to get register themselves only on at NIC e-tender portal i.e. <https://etenders.gov.in/e procure/app>, obtain 'User ID' & 'Password' and go through the 'Self Help files' available in the Home Page after log in to the portal <http://etenders.gov.in>. They should also obtain Class III Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. Detailed instructions for online bid submission are attached in **annexure-6**. No registration fee would be charged from the bidders.

Bidders are required to upload the bid along with all supporting documents including priced part (BoQ) only on the e-tendering website (<https://etenders.gov.in/e procure/app>), on or before the due date and time for submission of bid.

NOTE:

- 1. Any Future changes/notifications including extension of bid due date, pertaining to this tender will be published/hosted only on website & CPP Portal only.**
- 2. This procurement of goods under the reference tender is covered under Public Procurement Policy 2017, revised 16.09.2020 and here in after any further revisions.**



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Submission of tender

The Following 2 covers shall be submitted through online CPP - portal by the bidders. Last date and time of submission of bids (cover 1, 2) is as per given dates.

Cover – I: - Containing Techno-Commercial Bid

Cover – I containing

- i. Duly Filled Annexure-1.
- ii. All other documents as per Annexure 1 and Self Declaration as per Annexure 3.

Cover - II: Price Bid (BoQ)

a) The tenderer shall upload the digitally signed Schedule of price bid in the form of BOQ.xls

Bidders may please note, the schedule of quantities is attached in the portal. The same (BOQ) shall be downloaded and be filled in the editable (un protected) cells only and they should necessarily submit their financial bids in the format provided after entering the financial quotes, name of the bidder etc.

Bid Opening Process is as below:-

Cover-I: Technical bid opening date will be as per given dates. If any clarification is needed from the bidder about the deficiency in his uploaded documents in Cover-I, he will be asked to provide it through Short fall documents folder in e-tendering portal one time only or through mail. The bidder shall upload the requisite clarification / documents within time specified by HEC, failing which tender will be liable for rejection.

Cover-II: The financial bids of the contractors / firms found to be meeting the qualifying requirements and technical criteria shall be intimated through portal. (Depending on Cover-I evaluation any changes in the date shall be intimated through e-tendering portal).



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Date: 23/12/2024

(A) Scope of Supply

HEC intends to procure the “MEDICINES” as per the given schedule to conclude the Rate Contract for One Year. Interested firms are requested to submit their most competitive offer for supply of following item as per the technical Instructions and the terms & conditions given below.

Sl. No.	Item Code	Description of Stores	Unit of Measurement	Nos. of Unit required
1	00104	ANTACID TABLET	TAB	5000
2	00108	BISCODYL TABLET	TAB	1000
3	00114	PARACETAMOL + DICYCLOMINE	TAB	6000
4	00118	ENZYME CAPSULE	CAP	6000
5	00120	TINIDAZOLE TABLET 500 MG	TAB	5000
6	00131	METRONIDAZOLE I.V. 100 ML	BOTT	600
7	00132	METRONIDAZOLE SUSPENSION	BOTT	100
8	00134	METOCLOPRAMIDE INJECTION	AMP	100
9	00135	ONDEMSATORON MD TABLET 4 MG	TAB	1500
10	00136	ONDEMSATRON INJ 4 MG	AMP	1200
11	00140	PANTAPRAZOLE INJECTION	AMP	1150
12	00141	PANTAPRAZOLE CAPSULE 40 MG	CAP	100000
13	00142	RANITIDINE INJ.	INJ	600
14	00148	RANITIDINE HCL TABLET 150 MG	tab	100000
15	00151	LIGNOCAINE + HYDROCORT OINT.	TUBE	50
16	00152	TRAMADOLE HCL CAPSULE	CAP	600
17	00154	SULPHASALAZINE TABLET	TAB	2500
18	00156	TRICO CITRATE + SORBILINE SYRUP	BOTT	1200
19	00160	SPASMOPROXYVON INJECTION	AMP	1000
20	00167	METRONIDAZOLE TABLET 400 MG	TAB	15000
21	00168	DOMPERIDONE TABLET 1 MG	TAB	500
22	00202	AMLODEPIN TABLET 5 MG	TAB	160000
23	00204	ATENOLOL TABLET 50 MG	TAB	50000
24	00206	LINEZOLID TABLET 600 MG	TAB	2000
25	00215	LANOXIN TABLET 0.25 MG	TAB	2000
26	00221	DOPAMINE INJECTION	AMP	100
27	00222	ENALAPRIL MALEATE TABLET 5 MG	TAB	60000
28	00224	CLOPIDREL + ASPIRIN TABLET	TAB	30000
29	00229	ISOSORBIDE TABLET 10 MG	TAB	1500
30	00230	ISOSORBIDE MONONITRATE TAB 20 MG	TAB	2000
31	00236	NEFEDIPINE CAPSULE 10 MG	CAP	4000
32	00238	NEFEDIPINE RTD TABLET 20 MG	TAB	2500
33	00248	PROPRANOLOL TABLET 10 MG	TAB	5000
34	00249	PROPRANOLOL TABLET 40 MG	TAB	5000
35	00251	ETHAMSYLATE INJECTION	AMP	1000



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36	00252	ETHAMSYLATE TABLET	TAB	2000
37	00253	STREPTOKINASE INJECTION 7.5 LAC	VIAL	10
38	00255	VERAPAMIL HCL TABLET 40 MG	TAB	4000
39	00261	LISNOPRIL TABLET 5 MG	TAB	20000
40	00263	METROPROLOL TABLET 50 MG	TAB	25000
41	00265	PRAZOCIN HCL TABLET 2.5 MG	TAB	5000
42	00273	TELMISARTAN TABLET 40 MG	TAB	40000
43	00274	LOSARTAN POTT TABLET 25 MG	TAB	50000
44	00275	AMLODEPIN 5 + ATENOLOL50 TABLET	TAB	18000
45	00279	FENOFIBRATE TABLET 160 MG	TAB	30000
46	00301	ALPRAZOLAM TABLET 0.25 MG	TAB	90000
47	00302	ESCITALOPRAM TABLET 10 MG	TAB	5000
48	00303	AMITRYPTILINE TABLET 25 MG	TAB	24000
49	00306	EPSOLINE INJECTION	AMP	800
50	00308	CARBAMAZEPINE TABLET 200 MG	TAB	2500
51	00309	CLOMIPRAMINE TABLET 25 MG	TAB	5000
52	00314	DIAZEPAM INJECTION	AMP	1000
53	00315	DIAZEPAM TABLET 5 MG	TAB	5000
54	00316	PHENYTOIN TABLET 100 MG	TAB	5000
55	00321	FLUNARIZINE TABLET 10 MG	TAB	2000
56	00322	FLUOXETINE HCL CAPSULE 20 MG	CAP	2400
57	00326	IMIPRAMINE TABLET 25 MG	TAB	2400
58	00335	NORTRIPTYLINE HCL TABLET 25 MG	TAB	2000
59	00337	PARACETAMOL SYRUP 60 ML	BOTT	500
60	00338	PARACETAMOL TABLET 500 MG	TAB	60000
61	00339	ACETAMINOPHEN TABLET 250 MG	TAB	3000
62	00353	PROCHLORPERAZINE INJECTION	AMP	800
63	00354	PROCHLORPERAZINE TABLET 5 MG	TAB	5000
64	00359	TRIHXYL PHENIDYL HCL TAB 2 MG	TAB	2000
65	00361	NIMUSALIDE TABLET 100 MG	TAB	18000
66	00401	ATROPINE SUPL INJECTION	AMP	500
67	00402	SERRATIOPEPTIDASE TABLET 10 MG	TAB	12000
68	00404	DICLOFENAC SODIUM INJECTION 3ML	AMP	2000
69	00405	DICLOFENAC SODIUM TABLET 50 MG	TAB	60000
70	00418	DICLOFENAC OINTMENT 30 gm	TUBE	6000
71	00422	DICYCLO + MEFANIMIC ACID TABLET	TAB	500
72	00501	BETNESOL INJECTION	VIAL	500
73	00504	DEPO MEDROL INJECTION	VIAL	100
74	00505	DEXAMETHASONE PHOS INJECTION	VIAL	400
75	00506	TRANEXAMIC ACID INJECTION	AMP	200
76	00508	GLIBENCLAMIDE TABLET 5 MG	TAB	10000
77	00509	GLICLAZIDE TABLET 80 MG	TAB	10000
78	00510	GLIPIZIDE TABLET 5 MG	TAB	20000
79	00511	DROTAVERINE INJECTION	AMP	200
80	00513	CARBOPROST INJECTION 250 mcg	AMP	50
81	00514	METFORMIN HCL TABLET 500 MG	TAB	180000
82	00515	VOGLIBOSE TABLET 0.2 MG	TAB	30000



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83	00516	VOGLIBOSE TABLET 0.3 MG	TAB	30000
84	00517	INJ HUMAN INSULIN RAPID ACTINE	VIAL	20
85	00520	PRIMULUTE N TABLET	TAB	2400
86	00521	THYROXIN TABLET 25 MCG	TAB	8000
87	00522	ELTROXIN TABLET 50 MCG	TAB	8000
88	00523	THYROXIN TABLET 100 MCG	TAB	10000
89	00524	HYDROCORTISONE INJECTION	VIAL	100
90	00525	INJ HUMAN MIXTARD INSULIN	VIAL	1000
91	00535	PIOGLITAZONE TABLET 15 MG	TAB	8000
92	00536	GLIMIPERIDE TABLET 2 MG	TAB	8000
93	00537	TRANEXAMIC+MEFANIMIC TABLET	TAB	500
94	00538	TERBINAFINE TABLET 250 MG	TAB	1000
95	00605	METHYL ERGOMETRINE INJECTION	AMP	200
96	00606	FRUSEMIDE INJECTION 2 ML	AMP	1200
97	00607	FRUSEMIDE TABLET 40 MG	TAB	5000
98	00613	OXYTOCIN INJECTION 1	AMP	500
99	00617	FRUSEMIDE + SPIRINOLACTONE TAB	TAB	8000
100	00700	CLAVUM SYP 30 ML	SYP	200
101	00701	ALBENDAZOLE TABLET 400 MG	TAB	2000
102	00702	AMOXY 500 + CLAVULANIC ACID 125	TAB	8000
103	00703	AMOXYCILLIN CAPSULE 250 MG	CAP	5000
104	00704	IVERMECTIN TABLET 6MG	TAB	120
105	00708	ANTI RABBIES INJECTION	VIAL	150
106	00713	XONE- XP INJECTION 1.125 GMS	VIAL	1200
107	00714	CEFATAXIM INJECTION 1 GM	VIAL	1200
108	00715	CEFUROXIME AXETIL TAB 250 MG	TAB	5000
109	00716	CEFIXIME TABLET 200 MG	TAB	1200
110	00722	CHLOROQUIN PHOS TABLET 250 MG	TAB	1000
111	00724	CIPROFLOXACINE INJ I.V. 200 MG	BOTT	1200
112	00725	CIPROFLOXACINE TABLET 500 MG	TAB	24000
113	00732	DIETHYLCARB CITRATE TABLET 100 MG	TAB	2000
114	00733	DOXYCYCLINE CAPSULE 100 MG	CAP	2000
115	00738	ETHAMBUTOL TABLET 400 MG	TAB	3000
116	00739	GENTAMYCINE SULP INJECTION 2 ML	AMP	200
117	00740	AMIKACIN INJECTION 500 MG	VIAL	2400
118	00753	CLOTRIMAZOLE VAGINAL TAB 100 MG	TAB	400
119	00754	OFLOXACINE TABLET 200 MG	TAB	14000
120	00763	PRIMAQUIN TABLET 7.5 MG	TAB	1000
121	00768	PYRIZINAMIDE TABLET 500 MG	TAB	3000
122	00778	TETNUS TOXIDE INJ 5 ML	VIAL	240
123	00779	AMOXICILLIN KID TABLET 250 MG	TAB	5000
124	00782	AMOXYCILLIN 250+ CLOXACILLIN 250	CAP	5000
125	00789	FLUCONAZOLE TABLET 150 MG	TAB	5000
126	00790	ALBENDAZOLE SUSPENSION	BOTT	250
127	00792	AZITHROMYCINE TABLET 500 MG	TAB	3000
128	00794	ARTHIMETHER INJECTION	AMP	200
129	00805	CALCIUM + VIT D3 TABLET	TAB	24000



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130	00806	CALCIUM GLUCOMATE INJECTION	VIAL	200
131	00814	MECOBALAMINN INJECTION 1 ML	AMP	5000
132	00829	FOLIC ACID + IRON TABLET	TAB	1200
133	00902	ADRANALINE INJECTION	AMP	200
134	00903	AMINOPHYLLINE INJECTION	AMP	500
135	00904	FORMONIDE + BUDESONIDE INHALOR	CAN	250
136	00906	COUGH EXPECTORANT 5 LIT JAR	JAR	200
137	00909	ETOPHYLLINE + THEOPHYLLINE TABLET	TAB	6000
138	00910	ETOPHYLLINE + THEOPHYLLINE INJECTION	AMP	1000
139	00916	COUGH SEDATIVE SYRUP 100 ML	BOTT	3000
140	00917	SALBUTAMOL SUSPENSION 100 ML	BOTT	500
141	00918	SALBUTAMOL TABLET 4 MG	TAB	800
142	00925	SALBUTAMOL / VENTROLIN INHALOR	CAN	200
143	01013	XYLOMETHAZOLINE .25% N/DP 10 ML	PHIAL	800
144	01016	GUM PAINT	BOTT	200
145	01020	TR BENZOIN COMPOUND 450 ML	BOTT	50
146	01104	BETNESOL EYE/EAR DROP	PHIAL	200
147	01105	MOXIFLOXACINE EYE DROP	PHIAL	1000
148	01106	BROMFENAC EYE DROP	PHIAL	500
149	01107	CHLOROPHENICOL EAR DROP	PHIAL	100
150	01111	TINOLOL MAELATE EYE DROP	PHIAL	500
151	01120	FLURBIPROFEN EYE DROP	PHIAL	200
152	01126	TROPICAMIDE EYE DROP	PHIAL	100
153	01130	OFLOXACINE EYE DROP	PHIAL	1000
154	01132	KETOROLAC TROMETHAMINE EYE DROP	PHIAL	100
155	01133	HYPERSOLE SOLUTION PLAIN 5 ML	PHIAL	100
156	01137	EYE DROPS / S.C.M.C.	PHIAL	500
157	01201	FEXOFENADINE TABLET 120 MG	TAB	6000
158	01202	CETRTZINE HCL TABLET 10 MG	TAB	40000
159	01203	FEXOFENADINE TABLET 180 MG	TAB	8000
160	01204	PROMETHAZINE TABLET 25 MG	TAB	3000
161	01205	PHENARAMINE INJECTION	AMP	2000
162	01208	PROMETHAZINE SYRUP	BOTT	500
163	01209	ITRACONAZOLE TABLET 100 MG	TAB	8000
164	01303	BENZYL BENZOATE EMULSION	BOTT	50
165	01307	CLOBETASOL PROPINATE OINTMENT	TUBE	500
166	01309	CLOTRIMAZOLE OINTMENT	TUBE	500
167	01324	HEPARIN + BENZYL NICOTINATE OINT	TUBE	50
168	01326	WHITE PETROLIUM JELLY	KG	5
169	01327	CLOBETASOL + GENTAMYCINE OINT	TUBE	5000
170	01402	ALLOPURINOL TABLET 100 MG	TAB	8000
171	01403	FOXSTAT TABLET 40 MG	TAB	8000
172	01409	PAM INJECTION 500 MG	VIAL	24
173	01414	ATOVASTATIN TABLET 10 MG	TAB	50000
174	01415	ROSUVASTATIN TABLET 10 MG	TAB	30000
175	01501	BETADIN MOUTH WASH 100 ML	BOTT	500
176	01502	CHLOROHEXIDINE MOUTH WASH	BOTT	1200
177	01504	DEXTROSE 10 % I.V. 500 ML	BOTT	1200



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178	01505	DEXTROSE 25 % I.V. 100 ML	BOTT	400
179	01507	DEXTROSE 5 % I.V. 500 ML	BOTT	800
180	01508	DEXTROSE SALINE IV 500 ML	BOTT	2500
181	01509	DISTILLED WATER	AMP	2000
182	01512	FRENCH CHALK	PKT	60
183	01514	HAEMACEL I.V. 500 ML	BOTT	100
184	01525	LIGNOCAINE 2 % INJECTION	VIAL	500
185	01530	MANITOL 20 % I.V. 100 ML	BOTT	600
186	01532	NEOSTIGMINE INJECTION	AMP	24
187	01535	LIQUID PARAFFIN IP	BOTT	10
188	01537	POVIDONE IODINE SOLUTION 500 ML	BOTT	120
189	01539	RINGER LACTAE 500 ML	BOTT	1000
190	01540	SODIUM CLORIDE SOLUTION 500 ML	BOTT	2000
191	01543	SUCCINYL CHOLINE HCL INJ	BOTT	24
192	01544	THIOPENTAL INJECTION	AMP	40
193	01547	LYSOL IP	JAR	3
194	01548	POVIDONE IODINE OINTMENT	TUBE	1000
195	01551	SAVLON OR EQUIVALENT 1 LTR.	BOTT	200
196	01557	HYDROGEN PEROXIDE 400 ML	BOTT	10
197	01562	XYLOCAINE 2 % + ADRANALINE INJ	AMP	200
198	01563	LIGNOCAINE HCL JELLY 2 %	TUBE	100
199	01565	SENSORCAINE 0.5 % HEAVY 4 ML	VIAL	100
200	01542	SOFRAMYCIN OINTMENT	TUBE	200

(B) Instruction and Qualification Criteria for the bidders

1. Only quality and efficacious drugs will be accepted as this is to be consumed by ailing human beings.
2. Specially for life saving drugs only internationally renowned Brands/Make will be taken into consideration.
3. Loose packing will not be accepted because it causes a lot of wastage both in pharmacy and by the patients.
4. For some common drugs the quality and previous performance shall be taken into consideration.
5. The left over shelf life of each item at the time of delivery should be at least 80%.
6. PO Copy and Credentials of Supply in any Govt./PSU/other organization are to be submitted with technical bid.
7. Income Tax Clearance Certificate – All tenderers shall submit along with their tender an Income Tax Clearance Certificate duly countersigned by the Income Tax Officer of the circle concerned under the seal of the office. Copy of Permanent Account No.(PAN of Income Tax) to be enclosed with the bid.



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Terms & Conditions

1. The rate quoted shall be Inclusive of all packing & forwarding, Freight charges & insurance on F.O.R HEC Wellness Center.
2. The Price quoted by the tenderer should be exclusive of GST. The rate and nature of GST applicable should be shown separately. GST will be paid to the seller at the rate at which it is liable to be assessed or has actually been assessed on the date of supply provided the transaction of sale is legally liable to GST and within the delivery period.
3. **Validity of offer** - The rates quoted must be firm and the offer made must remain valid for acceptance up to **three months** from the date of opening of the tender. The rate quoted must be in word and figure as well. In case any discrepancy in rate given in figures and word, the rate given in words will prevail.
4. **Payment terms:** 100% payment along with 100% taxes and duties within two months of receipt of supplies at destination duly inspected. In case of any deviation by the bidders necessary loading @ 1% Per Month (12% max Per Year) on quoted price shall be applicable and L-1 firm will be decided based on landed cost after loading on quoted price.
5. **Delivery Schedule –within 15 days from the date of issue of PO. The material will be procured /orders in suitable lots as and when required by HEC Wellness Center against Rate Contract valid for One Year.**
6. Full particular i.e. specification, Test Certificate, literature wherever applicable should be submitted along with the quotation. The Brand and 'Make' name must be indicated.
7. The Corporation does not pledge itself to accept the lowest or any tender and reserve to itself the right of accepting the whole or any part of tender or portion of the quantity offered and you shall supply the same at the rate quoted.
8. **Inspection-** Supplies will be subject to inspection by MO/ I/c /HEC Wellness Center or his authorized agency.
9. Corporation reserves the right to call for and examine at any time the books of accounts and other document and papers of the firm for the purpose of ascertaining whether any excess payment has been made or the firm likely to be received / received undue benefit out of execution of the particular contract.
10. **Earnest Money Deposit -Rs 70,000/-** will have to be deposited by demand draft on any of the nationalized banks in favor of "Heavy Engineering Corporation Limited, payable at Ranchi" or in the form of Bank Guarantee as per annexure. The copy of EMD in form of DD/BG will have to enclose in the Techno- Commercial bid (Part 1) and the original copy of the same has to reach before opening date of tender. Exemption of EMD shall be applicable on submission of valid SSI/NSIC/MSME certificate and as per prevailing govt guidelines. SSI/NSIC/MSME Certificate to be enclosed in Techno Commercial Bid Part 1.
11. **Tender Fee (Non Refundable) –Rs 500/-** will have to be deposited by demand draft on any of the nationalized banks in favor of "Heavy Engineering Corporation Limited, payable at Ranchi. The copy of Tender Fee in form of DD will have to enclose in the Techno- Commercial bid (Part 1) and the original copy of the same has to reach before opening date of tender. Exemption of Tender Fee shall be applicable on submission of valid SSI/NSIC/MSME certificate and as per Govt rules. SSI/NSIC/MSME Certificate to be enclosed in Techno Commercial Bid Part 1.
12. **Security deposit (SD) –** Successful tenderers will have to deposit security equal to 5 % of the value of the contract within the desired period i.e. within 21 days of PO date. Failing this, the contract will be cancelled at the risk and expenses of the suppliers. SD will have to be deposited



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by demand draft on any of the nationalized banks in favor of "Heavy Engineering Corporation Limited, payable at Ranchi" or in the form of Bank Guarantee as per Annexure.

13. Delivery : The time for and the date of delivery of the Stores stipulated in the acceptance of tender shall be deemed to be the essence of the Contract and delivery must be completed not later than the dates specified therein. Otherwise:
 - a. The purchaser to recover from the Contractor a sum of 0.5% per week (Completed week) of the price of the Stores (upto maximum 10%) as liquidated damages, which the contractor has failed to deliver as aforesaid or
 - b. The purchaser may procure the undelivered stores/ similar items from elsewhere, without notice to the contractor at the risk of the contractor without canceling the contract in respect of the consignment not yet due for delivery or
 - c. To cancel the contract or a portion thereof.
14. The rates quoted shall also be inclusive of embossing on the material.
15. The corporation reserves the right to reject any / all tender partly / fully and no tenderer can ask any explanation anywhere in this regard.
16. **Guarantee clause-** The items supplied shall be guaranteed for a period of at least 80% of shelf life of medicine.
17. Order placed as a result of this tender will be governed by the Corporation's General Terms and Conditions of Contract which can be referred in HEC's website www.hecltd.com

Note:-

1. As per the govt. Guidelines it is to be specified clearly in your offer whether your firm is registered with SSI/NSIC/MSME and also confirm whether the firm is owned by SC/ST Entrepreneurs or not.
2. Pl. provide UAM no to avail Facilities of MSME.
3. Please get registered your firm with HEC Ltd.

Mgr/Pur/HMBP
FOR AND ON BEHALF OF HEC Ltd.



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Annexure – 1

PART – I (Techno - Commercial Bid)

No. HMBP/PUR/CP/24/MED/110003/OTE-6386

Date: 23/12/2024

Sl.No.	Requisite	Confirmation	Remark
1	Whether the scope of Supply (A) mentioned in the tender enquiry is acceptable.	Yes / No	Upload the Annexure 1(a) duly filled
2	Whether the Qualification Criteria (B) mentioned in the tender enquiry is acceptable.	Yes / No	(Upload the relevant documents)
3	PO Copy and Credentials of Supply in any Govt./PSU/other organization are to be submitted with technical bid.	Yes / No	(Upload the relevant documents)
4	Bidder has to submit Test Certificate, Specification etc. whenever required.	Yes / No	
5	Shelf life of each item at the time of delivery should be at least 80 %.	Yes / No	
6	Whether SSI/NSIC/MSME (For exemption of Tender Fee and EMD only), Also mention UAN No.....	Yes / No	(Upload the relevant documents)
7	Whether EMD & Tender Fee deposited (As per clause 10 & 11 of Terms & conditions)	Yes / No	(Upload the copy of DD/ BG (as per Annexure))
8	F.O.R. HEC Wellness Center (As per clause 1 of Terms & condition)	Yes / No	
9	Payment Term(As per clause 4 of Terms & condition)	Yes / No	(In case your answer is No, then please mention your term)
10	Delivery Term(As per clause 5 of Terms & condition)	Yes / No	(In case your answer is No, then please mention your term)
11	Validity of offer (As per clause 3 of Terms & conditions)	Yes / No	
12	L.D. Clause(As per clause 13(a) of Terms & conditions)	Yes / No	
13	Risk Purchase Clause (As per clause 13(b) of Terms & conditions)	Yes / No	
14	Guarantee Clause (As per clause 16 of Terms & conditions)	Yes / No	
15	Security Deposit (As per clause 12 of Terms & conditions)	Yes / No	
16	GST Registered	Yes / No	(Upload the relevant documents)
17	Inspection Clause (As per clause 8 of Terms & conditions)	Yes / No	
18	Firm is owned by SC/ST Entrepreneurs	Yes / No	
19	Whether Terms & Condition/Note etc. mentioned in the tender enquiry is acceptable to the tenderer	Yes / No	
20	Contact person Name: Email: Contact number:		

Note : In case of non-submission / submission of incomplete documents, your offer may not be considered for the said Enquiry.

(Signature of Tenderer)
With official Seal



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Annexure – 1(a)

PART – I (Techno - Commercial Bid)

Sl. No.	Item Code	Description of Stores	Unit of Measurement	Manufacturer/ Make/Brand
1	00104	ANTACID TABLET	TAB	
2	00108	BISCODYL TABLET	TAB	
3	00114	PARACETAMOL + DICYCLOMINE	TAB	
4	00118	ENZYME CAPSULE	CAP	
5	00120	TINIDAZOLE TABLET 500 MG	TAB	
6	00131	METRONIDAZOLE I.V. 100 ML	BOTT	
7	00132	METRONIDAZOLE SUSPENSION	BOTT	
8	00134	METOCLOPRAMIDE INJECTION	AMP	
9	00135	ONDEMSATORON MD TABLET 4 MG	TAB	
10	00136	ONDEMSATRON INJ 4 MG	AMP	
11	00140	PANTAPRAZOLE INJECTION	AMP	
12	00141	PANTAPRAZOLE CAPSULE 40 MG	CAP	
13	00142	RANITIDINE INJ.	INJ	
14	00148	RANITIDINE HCL TABLET 150 MG	tab	
15	00151	LIGNOCAINE + HYDROCORT OINT.	TUBE	
16	00152	TRAMADOLE HCL CAPSULE	CAP	
17	00154	SULPHASALAZINE TABLET	TAB	
18	00156	TRICO CITRATE + SORBILINE SYRUP	BOTT	
19	00160	SPASMOPROXYVON INJECTION	AMP	
20	00167	METRONIDAZOLE TABLET 400 MG	TAB	
21	00168	DOMPERIDONE TABLET 1 MG	TAB	
22	00202	AMLODEPIN TABLET 5 MG	TAB	
23	00204	ATENOLOL TABLET 50 MG	TAB	
24	00206	LINEZOLID TABLET 600 MG	TAB	
25	00215	LANOXIN TABLET 0.25 MG	TAB	
26	00221	DOPAMINE INJECTION	AMP	
27	00222	ENALAPRIL MALEATE TABLET 5 MG	TAB	
28	00224	CLOPIDREL + ASPIRIN TABLET	TAB	
29	00229	ISOSORBIDE TABLET 10 MG	TAB	
30	00230	ISOSORBIDE MONONITRATE TAB 20 MG	TAB	
31	00236	NEFEDIPINE CAPSULE 10 MG	CAP	
32	00238	NEFEDIPINE RTD TABLET 20 MG	TAB	
33	00248	PROPRANOLOL TABLET 10 MG	TAB	
34	00249	PROPRANOLOL TABLET 40 MG	TAB	
35	00251	ETHAMSYLATE INJECTION	AMP	
36	00252	ETHAMSYLATE TABLET	TAB	
37	00253	STREPTOKINASE INJECTION 7.5 LAC	VIAL	
38	00255	VERAPAMIL HCL TABLET 40 MG	TAB	
39	00261	LISNOPRIL TABLET 5 MG	TAB	
40	00263	METROPROLOL TABLET 50 MG	TAB	
41	00265	PRAZOCIN HCL TABLET 2.5 MG	TAB	
42	00273	TELMISARTAN TABLET 40 MG	TAB	



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43	00274	LOSARTAN POTT TABLET 25 MG	TAB	
44	00275	AMLODEPIN 5 + ATENOLOL50 TABLET	TAB	
45	00279	FENOFIBRATE TABLET 160 MG	TAB	
46	00301	ALPRAZOLAM TABLET 0.25 MG	TAB	
47	00302	ESCITALOPRAM TABLET 10 MG	TAB	
48	00303	AMITRYPTILINE TABLET 25 MG	TAB	
49	00306	EPSOLINE INJECTION	AMP	
50	00308	CARBAMAZEPINE TABLET 200 MG	TAB	
51	00309	CLOMIPRAMINE TABLET 25 MG	TAB	
52	00314	DIAZEPAM INJECTION	AMP	
53	00315	DIAZEPAM TABLET 5 MG	TAB	
54	00316	PHENYTOIN TABLET 100 MG	TAB	
55	00321	FLUNARIZINE TABLET 10 MG	TAB	
56	00322	FLUOXETINE HCL CAPSULE 20 MG	CAP	
57	00326	IMIPRAMINE TABLET 25 MG	TAB	
58	00335	NORTRIPTYLINE HCL TABLET 25 MG	TAB	
59	00337	PARACETAMOL SYRUP 60 ML	BOTT	
60	00338	PARACETAMOL TABLET 500 MG	TAB	
61	00339	ACETAMINOPHEN TABLET 250 MG	TAB	
62	00353	PROCHLORPERAZINE INJECTION	AMP	
63	00354	PROCHLORPERAZINE TABLET 5 MG	TAB	
64	00359	TRIHXYL PHENIDYL HCL TAB 2 MG	TAB	
65	00361	NIMUSALIDE TABLET 100 MG	TAB	
66	00401	ATROPINE SUPL INJECTION	AMP	
67	00402	SERRATIOPEPTIDASE TABLET 10 MG	TAB	
68	00404	DICLOFENAC SODIUM INJECTION 3ML	AMP	
69	00405	DICLOFENAC SODIUM TABLET 50 MG	TAB	
70	00418	DICLOFENAC OINTMENT 30 gm	TUBE	
71	00422	DICYCLO + MEFANIMIC ACID TABLET	TAB	
72	00501	BETNESOL INJECTION	VIAL	
73	00504	DEPO MEDROL INJECTION	VIAL	
74	00505	DEXAMETHASONE PHOS INJECTION	VIAL	
75	00506	TRANEXAMIC ACID INJECTION	AMP	
76	00508	GLIBENCLAMIDE TABLET 5 MG	TAB	
77	00509	GLICLAZIDE TABLET 80 MG	TAB	
78	00510	GLIPIZIDE TABLET 5 MG	TAB	
79	00511	DROTAVERINE INJECTION	AMP	
80	00513	CARBOPROST INJECTION 250 mcg	AMP	
81	00514	METFORMIN HCL TABLET 500 MG	TAB	
82	00515	VOGLIBOSE TABLET 0.2 MG	TAB	
83	00516	VOGLIBOSE TABLET 0.3 MG	TAB	
84	00517	INJ HUMAN INSULIN RAPID ACTINE	VIAL	
85	00520	PRIMULUTE N TABLET	TAB	
86	00521	THYROXIN TABLET 25 MCG	TAB	
87	00522	ELTROXIN TABLET 50 MCG	TAB	
88	00523	THYROXIN TABLET 100 MCG	TAB	
89	00524	HYDROCORTISONE INJECTION	VIAL	



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90	00525	INJ HUMAN MIXTARD INSULIN	VIAL	
91	00535	PIOGLITAZONE TABLET 15 MG	TAB	
92	00536	GLIMIPERIDE TABLET 2 MG	TAB	
93	00537	TRANEXAMIC+MEFANIMIC TABLET	TAB	
94	00538	TERBINAFINE TABLET 250 MG	TAB	
95	00605	METHYL ERGOMETRINE INJECTION	AMP	
96	00606	FRUSEMIDE INJECTION 2 ML	AMP	
97	00607	FRUSEMIDE TABLET 40 MG	TAB	
98	00613	OXYTOCIN INJECTION 1	AMP	
99	00617	FRUSEMIDE + SPIRINOLACTONE TAB	TAB	
100	00700	CLAVUM SYP 30 ML	SYP	
101	00701	ALBENDAZOLE TABLET 400 MG	TAB	
102	00702	AMOXY 500 + CLAVULANIC ACID 125	TAB	
103	00703	AMOXYCILLIN CAPSULE 250 MG	CAP	
104	00704	IVERMECTIN TABLET 6MG	TAB	
105	00708	ANTI RABBIES INJECTION	VIAL	
106	00713	XONE- XP INJECTION 1.125 GMS	VIAL	
107	00714	CEFATAXIM INJECTION 1 GM	VIAL	
108	00715	CEFUROXIME AXETIL TAB 250 MG	TAB	
109	00716	CEFIXIME TABLET 200 MG	TAB	
110	00722	CHLOROQUIN PHOS TABLET 250 MG	TAB	
111	00724	CIPROFLOXACINE INJ I.V. 200 MG	BOTT	
112	00725	CIPROFLOXACINE TABLET 500 MG	TAB	
113	00732	DIETHYLCARB CITRATE TABLET 100 MG	TAB	
114	00733	DOXYCYCLINE CAPSULE 100 MG	CAP	
115	00738	ETHAMBUTOL TABLET 400 MG	TAB	
116	00739	GENTAMYCINE SULP INJECTION 2 ML	AMP	
117	00740	AMIKACIN INJECTION 500 MG	VIAL	
118	00753	CLOTRIMAZOLE VAGINAL TAB 100 MG	TAB	
119	00754	OFLOXACINE TABLET 200 MG	TAB	
120	00763	PRIMAQUIN TABLET 7.5 MG	TAB	
121	00768	PYRIZINAMIDE TABLET 500 MG	TAB	
122	00778	TETNUS TOXIDE INJ 5 ML	VIAL	
123	00779	AMOXICILLIN KID TABLET 250 MG	TAB	
124	00782	AMOXYCILLIN 250+ CLOXACILLIN 250	CAP	
125	00789	FLUCONAZOLE TABLET 150 MG	TAB	
126	00790	ALBENDAZOLE SUSPENSION	BOTT	
127	00792	AZITHROMYCINE TABLET 500 MG	TAB	
128	00794	ARTHIMETHER INJECTION	AMP	
129	00805	CALCIUM + VIT D3 TABLET	TAB	
130	00806	CALCIUM GLUCOMATE INJECTION	VIAL	
131	00814	MECOBALAMINN INJECTION 1 ML	AMP	
132	00829	FOLIC ACID + IRON TABLET	TAB	
133	00902	ADRANALINE INJECTION	AMP	
134	00903	AMINOPHYLLINE INJECTION	AMP	
135	00904	FORMONIDE + BUDESONIDE INHALOR	CAN	
136	00906	COUGH EXPECTORANT 5 LIT JAR	JAR	



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137	00909	ETOPHYLLINE + THEOPHYLLINE TABLET	TAB	
138	00910	ETOPHYLLINE + THEOPHYLLINE INJECTION	AMP	
139	00916	COUGH SEDATIVE SYRUP 100 ML	BOTT	
140	00917	SALBUTAMOL SUSPENSION 100 ML	BOTT	
141	00918	SALBUTAMOL TABLET 4 MG	TAB	
142	00925	SALBUTAMOL / VENTROLIN INHALOR	CAN	
143	01013	XYLOMETHAZOLINE .25% N/DP 10 ML	PHIAL	
144	01016	GUM PAINT	BOTT	
145	01020	TR BENZOIN COMPOUND 450 ML	BOTT	
146	01104	BETNESOL EYE/EAR DROP	PHIAL	
147	01105	MOXIFLOXACINE EYE DROP	PHIAL	
148	01106	BROMFENAC EYE DROP	PHIAL	
149	01107	CHLOROPHENICOL EAR DROP	PHIAL	
150	01111	TINOLOL MAELATE EYE DROP	PHIAL	
151	01120	FLURBIPROFEN EYE DROP	PHIAL	
152	01126	TROPICAMIDE EYE DROP	PHIAL	
153	01130	OFLOXACINE EYE DROP	PHIAL	
154	01132	KETOROLAC TROMETHAMINE EYE DROP	PHIAL	
155	01133	HYPERSOLE SOLUTION PLAIN 5 ML	PHIAL	
156	01137	EYE DROPS / S.C.M.C.	PHIAL	
157	01201	FEXOFENADINE TABLET 120 MG	TAB	
158	01202	CETRTZINE HCL TABLET 10 MG	TAB	
159	01203	FEXOFENADINE TABLET 180 MG	TAB	
160	01204	PROMETHAZINE TABLET 25 MG	TAB	
161	01205	PHENARAMINE INJECTION	AMP	
162	01208	PROMETHAZINE SYRUP	BOTT	
163	01209	ITRACONAZOLE TABLET 100 MG	TAB	
164	01303	BENZYL BENZOATE EMULSION	BOTT	
165	01307	CLOBETASOL PROPINATE OINTMENT	TUBE	
166	01309	CLOTRIMAZOLE OINTMENT	TUBE	
167	01324	HEPARIN + BENZYL NICOTINATE OINT	TUBE	
168	01326	WHITE PETROLIUM JELLY	KG	
169	01327	CLOBETASOL + GENTAMYCINE OINT	TUBE	
170	01402	ALLOPURINOL TABLET 100 MG	TAB	
171	01403	FOXSTAT TABLET 40 MG	TAB	
172	01409	PAM INJECTION 500 MG	VIAL	
173	01414	ATOVASTATIN TABLET 10 MG		
174	01415	ROSUVASTATIN TABLET 10 MG	TAB	
175	01501	BETADIN MOUTH WASH 100 ML	BOTT	
176	01502	CHLOROHEXIDINE MOUTH WASH	BOTT	
177	01504	DEXTROSE 10 % I.V. 500 ML	BOTT	
178	01505	DEXTROSE 25 % I.V. 100 ML	BOTT	
179	01507	DEXTROSE 5 % I.V. 500 ML	BOTT	
180	01508	DEXTROSE SALINE IV 500 ML	BOTT	
181	01509	DISTILLED WATER	AMP	
182	01512	FRENCH CHALK	PKT	
183	01514	HAEMACEL I.V. 500 ML	BOTT	
184	01525	LIGNOCAINE 2 % INJECTION	VIAL	



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185	01530	MANITOL 20 % I.V. 100 ML	BOTT	
186	01532	NEOSTIGMINE INJECTION	AMP	
187	01535	LIQUID PARAFFIN IP	BOTT	
188	01537	POVIDONE IODINE SOLUTION 500 ML	BOTT	
189	01539	RINGER LACTAE 500 ML	BOTT	
190	01540	SODIUM CLORIDE SOLUTION 500 ML	BOTT	
191	01543	SUCCINYL CHOLINE HCL INJ	BOTT	
192	01544	THIOPENTAL INJECTION	AMP	
193	01547	LYSOL IP	JAR	
194	01548	POVIDONE IODINE OINTMENT	TUBE	
195	01551	SAVLON OR EQUIVALENT 1 LTR.	BOTT	
196	01557	HYDROGEN PEROXIDE 400 ML	BOTT	
197	01562	XYLOCAINE 2 % + ADRANALINE INJ	AMP	
198	01563	LIGNOCAINE HCL JELLY 2 %	TUBE	
199	01565	SENSORCAINE 0.5 % HEAVY 4 ML	VIAL	
200	01542	SOFRAMYCIN OINTMENT	TUBE	

(Signature of Tenderer)
With official Seal



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Annexure – 2

PART-II (Price Bid)

The tenderer shall upload the digitally signed Schedule of price bid in the form of BOQ.xls

Bidders may please note, the schedule of quantities is attached in the portal. The same (BOQ) shall be downloaded and be filled in the editable (unprotected) cells only and they should necessarily submit their financial bids in the format provided after entering the financial quotes, name of the bidder etc.



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Annexure – 3

No. HMBP/PUR/CP/24/MED/110003/OTE-6386

Date: 23/12/2024

Self-Declaration

I _____, Son / Daughter of
Shri _____ age _____ years, resident of
_____ in the District of _____, do hereby
declare that all the information given in the offer and in the enclosed documents is true
to the best of my knowledge and belief and nothing has been concealed therein. I am
well aware of the fact that if the information given by me is proved false / not true at any
point of time, I will have to face punishment as per any provision of Law for the time
being in force as well as the benefit availed of by me or the benefit accrued to me shall
be summarily cancelled.

Date: -

(Signature of Tenderer)
With official Seal



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Annexure 4

Format for

BANK GUARANTEE FOR EARNEST MONEY DEPOSIT

(to be issued by any Nationalized bank preferably State bank of India negotiable at their counters in Ranchi)

NO.

Dated:

TO
M/S HEAVY ENGINEERING CORPORATION LIMITED
PLANT PLAZA ROAD,
DHURWA,
RANCHI – 4

Dear Sirs,

In consideration of your agreeing to accept the Earnest money deposit of Rs.-----
(Rs-----) furnishable to you by M/s-----
------(Hereinafter
Referred to As Contractor) In terms of the Enquiry No. -----
-----Dtd. ----- for Supply of -----
(Hereinafter Referred to as the Contract) in the form of a Bank Guarantee in the Manner
hereinafter contained we -----, having
registered office at -----do hereby covenant and
agree with you as follows.

1. We hereby undertake to indemnify you up to a sum of Rs. ----- (Rs. -----
----- only) against any loss or damage caused to or suffered by you
or that may be caused to or suffered by you by reason of any breach or breaches on the
part of the contractor of any of the terms and conditions contained in the said contract
and in the event the Contractor shall make any default or defaults in carrying out any of
the works under the said contract or otherwise in the observance and performance of
any of the terms and conditions relating thereto in accordance with the true intent and
meaning thereof, we shall forthwith on demand and without any protest or demur pay to
you such sum or sums not exceeding in total the said sum of Rs.----- (Rs. -----
-----*amount*-----only) as may be claimed by you as your losses and/or
damages, costs, charges or expenses by reason of such default or defaults on the part of
the contractor.



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2. Notwithstanding anything to the contrary contained in this guarantee your decision as to whether the contractor has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to establish your claim or claims or damages or losses suffered by you but will pay the amount demanded by you under this guarantee forthwith on your demand without any protest or demur.
3. This guarantee shall continue and hold good until it is released by you on the application by the contractor after expiry of the related warranty period of the said contract and after the contractor have discharged all their obligations under the said contract and produced a certificate of due completion of the work under the said contract and submitted a "NO Demand Certificate" provided always that this guarantee shall in no event remain in force after the date of----- without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of six months from the said date which will be enforceable against us not withstanding that the same is or are enforced after the said date.
4. We-----, further undertake to extend the validity of this beyond the period prescribed in clause 3 or as extended from time to time for such further period as may be required in writing before the Expiry of this and upon such extension(s), all terms and conditions of this shall remain in full force till the expiry of this extended period(s).
5. You will have the fullest liberty without affecting this guarantee from time to time to vary any of the terms and conditions of the said contract or extend the time of performance of the contractor or to postpone for any time or from time to time any of your rights or powers against the contractor and either to enforce or forbear to enforce any of the terms and conditions of the said contract and we shall not be released from our liability under this guarantee by the exercise of your liberty with reference to matters aforesaid or by reason of any time being given to the contractor or any other forbearance, act or omission on your part or any indulgence by you to the contractor or by any other variation or modification of the said contract or any other act, matter or things whatsoever, which, under the law relating to sureties, would but for the provisions hereof, have the effect of so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of Rs. - -----(Rs.-----) as aforesaid or extend the period of the guarantee beyond the said Date of -----unless expressly agreed to by us in writing in terms of clause 4 hereof.
6. This guarantee shall not in any way be affected by your taking or varying or giving up any securities from the contractor or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be of the contractor.
7. In order to give full effect to the guarantee herein contained, you shall be entitled to act as if we are your principal debtors in respect of all your claims against the contractor hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of suretyship and other rights, if any, which are in any ways inconsistent with any of the provisions of this guarantee.



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8. Subject to the maximum limit of our liability as aforesaid this guarantee will cover all your claim or claims against the contractor from time to time arising out of or in relation to the said contract and in respect of which your claim in writing is lodged on us before expiry of six months from the date of expiry of this guarantee.
9. Any notice by way of demand or otherwise hereunder shall be in writing and may be sent by special Courier or Telefax to us or our Local Address as aforesaid.
10. This guarantee and the powers & provisions herein contained are in addition to and not by way of limitation or substitution for any other guarantee or guarantees heretofore given to you by us whether jointly with others or alone and now existing uncanceled and that this guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.
11. This guarantee shall not be affected by any change in the constitution of the contractor or us nor shall it be affected by any change in your constitution or by any Amalgamation or absorption thereof or therewith but will ensure for the benefit or and be available to and enforceable by the absorbing or amalgamated company or concern.
12. This guarantee is irrevocable during the period of its currency and shall not be revoked without your previous consent in writing.
13. We further agree and undertake to pay you the amount demanded by you in writing irrespective of any dispute or controversy between you and the contractor or any reference to arbitration of the said dispute/controversy pending or a civil suit filed by the contract or in respect of the dispute or controversy.
14. Notwithstanding anything contained herein above our liability under this guarantee is restricted to Rs.----- (Rs. -----only) and this guarantee shall remain in force until -----unless a written claim is lodged on us for payment under this guarantee within six months from the date of expiry of this guarantee . i.e. On or before-----all your rights under this guarantee shall be forfeited and we shall be deemed to have released and discharged from all liabilities there under, irrespective of whether or not the original guarantee is returned to us.
15. We have power to issue this guarantee in your favour under the memorandum and articles of association of the bank and the undersigned has full power to execute this guarantee under the power of Attorney Granted to them by the Bank.

FOR AND ON BEHALF OF



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Heavy Machine Building Plant
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Annexure 5

**Format for
BANK GUARANTEE FOR SECURITY DEPOSIT**

(to be issued by any Nationalized bank preferably State bank of India negotiable at their counters in Ranchi)

TO,

M/S HEAVY ENGINEERING CORPORATION LIMITED
PLANT PLAZA ROAD,
DHURWA,
RANCHI – 4

Dear sir,

In consideration of your agreeing to accept the security deposit of rs.'amount'..... furnishable to you by m/s 'firms name'..... (hereinafter referred to as contractor) in terms of the contract no.'hec's purchase order no'.....for supply of 'details of items'.....(hereinafter referred to as the 'contract') in the form of a bank guarantee in the manner hereinafter contained we.....'bank details'..... branch, having registered office at 'place'..... do hereby covenant and agree with you as follows:

1. We hereby undertake to indemnify you up to a sum of rs.'amount'.....(rupees 'amount in words'.....) against any loss or damage caused to or suffered by you or that may caused to or suffered by you by reason of any breach or breaches on the part of the contractor of any of the terms and conditions contained in the said contract and in the event the contractor shall make any default or defaults in carrying out any of the works under the said contract or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true intent and meaning thereof, we shall forthwith on demand and without any protest or demur pay to



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you such sum or sums not exceeding in total the said sum of rs.'amount'.....(rupees 'amount in words'.....) as may be claimed by you as your losses and / or damages, costs, charges or expenses by reason of such default or defaults on the part of the contractor.

2. Notwithstanding anything to the contrary contained in this guarantee your decision as to whether the contractor has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to establish your claim or claims or damages or losses suffered by you but will pay the amount demanded by you under this guarantee forthwith on your demand without any protest or demur.
3. This guarantee shall continue and hold good until it is released by you on the application by the contractor after expiry of the related warranty period of the said contract and after the contractor have discharged all their obligations under the said contract and produced a certificate of due completion of the work under the said contract and submitted a 'no demand certificate' provided always that this guarantee shall in no event remain in force after the date of ...'date'..... without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of six months from the said date which will be enforceable against us notwithstanding that the same is or are enforced after the said date.
4. We 'bank name'....., further undertake to extend the validity of this beyond the period prescribed in clause 3 or as extended from time to time, for such further period as may be required in writing before the expiry of this and upon such extension(s), all terms and conditions of this shall remain in full force till the expiry of this extended period(s).
5. You will have the fullest liberty without affecting this guarantee from time to time to vary any of the terms and conditions of the said contract or extend the time of performance of the contractor or to postpone for any time or from time to time any of your rights or powers against the contractor and either to enforce or forebear to enforce any of the terms and conditions of the said contract and we shall not be released from our liability under this guarantee by the exercise of your liberty with reference



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to matters aforesaid or by reason of any time being given to the contractor or any other forbearance, act or omission on your part or any indulgence by you to the contractor or by any other variation or modification of the said contract or any other act, matter or things whatsoever, which, under the law relating to sureties, would but for the provisions hereof, have the effect or so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of rs.'amount'.....(rupees 'amount in words'.....) as aforesaid or extend the period of the guarantee beyond the said date of ...'date'.... unless expressly agreed to by us in writing in terms of clause 4 hereof.

6. This guarantee shall not in any way be affected by your taking or varying or giving up any securities from the contractor or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be of the contractor.
7. In order to give full effect to the guarantee herein contained, you shall be entitled to act as if we are your principal debtors in respect of all your claims against the contractor hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of suretyship and other rights, if any, which are in any way inconsistent with any of the provisions of this guarantee.
8. Subject to the maximum limit of our liability as aforesaid this guarantee will cover all your claim or claims against the contractor from time to time arising out of or in relation to the said contract and in respect of which your claim in writing is lodged on us before expiry of six months from the date of expiry of this guarantee.
9. Any notice by way of demand or otherwise hereunder shall be in writing and may be sent by special courier, speed post or telefax to us at our local address as aforesaid.
10. This guarantee and the powers & provisions herein contained are in addition to and not by way of limitation of or substitution for any other guarantee or guarantees heretofore given to you by us whether jointly with others or alone and now existing uncanceled and that this guarantee



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is not intended to and shall not revoke or limit such guarantee or guarantees.

11. This guarantee shall not be affected by any change in the constitution of the contractor or us nor shall it be affected by any change in your constitution or by any amalgamation or absorption thereof or therewith but will ensure for the benefit of and be available to and enforceable by the absorbing or amalgamated company or concern.
12. This guarantee is irrevocable during the period of its currency and shall not be revoked without your previous consent in writing.
13. We further agree and undertake to pay you the amount demanded by you in writing irrespective of any dispute or controversy between you and the contractor or any reference to arbitration of the said dispute / controversy pending or a civil suit filed by the contractor in respect of the dispute or controversy.
14. Notwithstanding anything contained herein above our liability under this guarantee is restricted to rs.'amount'.....(rupees'amount in words'.....) and this guarantee shall remain in force until'date'.... unless a written claim is lodged on us for payment under this guarantee within six months from the date of expiry of this guarantee i.e. on or before ...'date' + '6 month'..... all your rights under this guarantee shall be forfeited and we shall be deemed to have released and discharged from all liabilities thereunder. irrespective of whether or not the original guarantee is returned to us.
15. We have power to issue this guarantee in your favour under the memorandum and articles of association of the bank and the undersigned has full power to execute this guarantee under the power of attorney granted to them by the bank.

FOR AND ON BEHALF OF
'name of bank'

'signature with seal'



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Annexure-6
Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- (i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- (ii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iii) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- (iv) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- (v) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- (vi) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- i) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.



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- ii) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- iii) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- i) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ii) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- iii) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- iv) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

- i) Bidder should log into the site well in advance for bid submission so that they can



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upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

- ii) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- iv) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by as specified in the tender documents. The details of the DD / any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- v) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- vi) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- vii) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- viii) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.



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- ix) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- x) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 **CPP Portal** Helpdesk.

Note: For any query related to registration and processing on the Portal please visit

FAQ available at

<https://etenders.gov.in/eprocure/app?page=FAQFrontEnd&service=page>

You may call the Helpdesk. The 24 x 7 Help Desk Numbers are
0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787
E-Mail: support-eproc@nic.in
