

**EOI DOCUMENT FOR  
REGISTRATION OF VENDORS FOR EMPANELMENT FOR  
SUPPLY OF ANTI CANCER DRUGS AT  
REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL  
FOR A PERIOD OF 5 (FIVE) YEARS**

**EXPRESSION OF INTEREST**

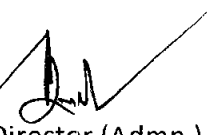
No. B/2653/2022 - RIMS: Regional Institute of Medical Sciences, Imphal, invites Expression of Interest (EOI) from resourceful chemists & Medical Stores for registration of Vendors for supply of Anti Cancer Drugs and Other supplementary medicines to the beneficiaries of CMHT and PMJAY. In the next stage, vendors who will meet the eligibility criteria will be asked for submission of financial bids for different items and the eligible agents may participate for the bidding. Date of bidding will be informed and the bidder offering maximum discount on MRP may be selected.

1	Description of work	To supply Anti Cancer Drugs and Other supplementary medicines to the beneficiaries of CMHT and PMJAY
2	Period of contract	5 (Five) years from the date of commencement of work
3	EOI closing date & time	21/07/2022 at 4 p.m. hrs.
5	Address of EOI recipients	The Director, Regional Institute of Medical Sciences, Imphal
6	Eligibility Criteria	<ol style="list-style-type: none"> <li>1. The chemist/medical stores/shops authorized for Anti Cancer Medicine shop should be in existence continuously for at least last 3 (three) years. (Copy of licenses held for last 3 (three) years have to be submitted).</li> <li>2. The chemist must hold valid licenses as on the date of submission of Bid in specified forms issued by the Drug Control Authority of the Manipur State under the provisions of Drugs and Cosmetics Act, 1945. The successful Bidder will further ensure that their licenses remain valid on the date of bid opening and till the end of the contract period.</li> <li>3. Copy of valid trade license.</li> <li>4. The chemist must not have been convicted by the State drugs authorities and no case should be pending under the Drugs and Cosmetic Act and rules.</li> <li>6. The Annual Turnover of the bidder in the previous three financial years should not be less than Rs. 5 Crores. The bidder has to submit an Audited Balance Sheet with Profit and Loss statement from a Chartered Accountant (CA), of the previous three financial years in support thereof.</li> <li>7. The chemist shop/commercial establishment should be situated within the Imphal city.</li> <li>8. Copy of valid GST Registration certificate.</li> <li>9. A copy of PAN allotted to the firm.</li> <li>10. Performance certificate from the institutions where the firm has been supplying medicines (generic), surgical items and consumables should be provided.</li> <li>11. Presence of proper storage and cold chain supply system in the vendor's establishment.</li> </ol>

7	Supply conditions	<ol style="list-style-type: none"> <li>1. The Chemists/medical stores/vendors that have been selected for registration shall be invited later on for supply of       <ol style="list-style-type: none"> <li>a. Anticancer drugs and</li> <li>b. Emergency Medicines</li> </ol> </li> <li>2. Orders will be placed through email/sms/Whats app/ FAX to the supplier.</li> <li>3. Performance Criteria: The performance of the vendors shall be assessed on the following criteria       <ol style="list-style-type: none"> <li>a. Services will be required 24 X 7</li> <li>b. Material will have to be supplied on the same day preferably before the closure of OPD if the indent has been placed at least 4 hours before closure of OPD timings.</li> <li>c. For life saving drugs the firm has to supply within a short notice preferably within one hour of being intimated.</li> <li>d. Medicines have to be supplied through special messengers of the supplier.</li> <li>e. Generic and Branded medicines should be supplied with the same name and brand           <ol style="list-style-type: none"> <li>only. No alternate or substitute will be accepted except with special permission of the Director, RIMS or Medical Superintendent, RIMS Hospital, Imphal.</li> </ol> </li> <li>f. Performance register will be maintained by the store pharmacists concerned. The vendor or its representative while making deliveries shall sign (with date and time) on receipt register or receipted challan. Any entry into the register/challan shall be the final proof of performance. The authorized representative of the vendor making supply can see the performance register. Entries in the register shall be final and shall not be put to question in any dispute.</li> <li>g. Failure to supply in time, quantity and quality shall be recorded.</li> <li>h. The unclaimed medicines will be returned within 15 days from the date of supply. The cost of unclaimed drugs will be deducted from the forthcoming bills.</li> <li>i. Supply order no. and date which are given at the time of supply order should be mentioned against each item in the bill for quick reference.</li> <li>j. The items should be neatly packed or tagged and the Supply order no. number should be mentioned on the pack/cover for easy distribution to patients.</li> </ol> </li> <li>4. The payment will be on online through PFMS/TSA on submission of bills in triplicate to the Medical Superintendent, RIMS Hospital, Imphal.</li> <li>5. Empanelment will be valid for a period of two years which will be Extendable by another one year.</li> <li>6. Award of contract will be given to the retailer providing maximum Discount on MRP. Contract may be awarded to more than one firm if maximum rebate on MRP offered is same.</li> </ol>
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		7. If the vendor fails to supply as per contract condition, the particular Item shall be procured from the vendor next on the sequence list of rotation and it will be recorded in the performance register or in case of urgency it can be purchased from the market and difference in cost will be recovered from the vendor to whom the order is placed
8	Selection procedure	1. The Selection process will be done on Auction basis. Vendors offering Maximum discount on MRP shall be considered for ordering, for individually for different group.

**Last date of submission:** The EOI from interested service providers will be received in sealed envelopes up to 4 p.m. of 21/07/2022 in the office of the Director, Regional Institute of Medical Sciences, Imphal.

  
Deputy Director (Admn.),  
Regional Institute of Medical Sciences,  
Imphal

## FORMAT FOR EOI

Sl. No.	Description	Information to be provided by the chemist/medical store	Supporting documents attached. (Yes/No)
1	Name of the Firm/Entity		
2	Address		
3	Distance from RIMS Hospital		
4	The chemist/medical store shop should be in existence continuously for at least last 3 (three) years.(Copy of licenses held for last 3 (three) years have to be submitted).		
5	The chemist must hold valid licenses as on the date of submission of Bid in specified forms issued by the Drug Controller Authority of the State under the provisions of Drug and Cosmetic Act, 1940.		
6	Copy of valid trade license		
7	The chemist must not have been convicted by the State drugs authorities and no case should be pending under the Drugs and Cosmetic Act and Rules. An undertaking to this effect should be provided.		
8	The Annual Turnover of the bidder in the previous 3 (three) financial years. Certificate from CA to be attached		
9	The chemist shop/commercial establishment should be situated within the Imphal city.		
10	Copy of valid GST Registration certificate.		
11	A copy of PAN allotted to the firm.		
12	Performance Certificate from other Institutions		

**DECLARATION**

I/We solemnly declare that to the best of my/our knowledge and belief, the information and the statements accompanying it are correct, complete and true.

Name of authorized signatory:

Date:

(Signature of authorized signatory)

Telephone:

Seal