

**All Indian Institute of Medical Sciences (AIIMS) – Rishikesh  
Virbhadra Road, Rishikesh (Uttarakhand) - 249201**

## **TENDER DOCUMENT**

**For Procurement of Medicines  
(Anti Retroviral Agents, Neoplastic Disorder and Sera &  
Vaccines)**

**Cost of the Tender: Rs. 5,725 (including all taxes)**

Ref. No.	:	24/Medicines/417/2018-Rish(Admn)
Publishing Date	:	06-08-2018 at 9.00 AM
Pre-Bid Meeting	:	31-08-2018 at 3.00 PM
Bid Submission Start Date	:	05-09-2018 at 9.00 AM
Last Date of Bid Submission	:	21-09-2018 at 3.00 PM
Bid Opening	:	22-09-2018 at 3.30 PM

Tender documents may be downloaded from institute's web site [www.aiimsrishikesh.edu.in](http://www.aiimsrishikesh.edu.in) (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app>

**TENDER NOTICE FOR  
SUPPLY OF MEDICINES (Anti-Retroviral Agents,  
Neoplastic Disorder and Sera & Vaccines)  
FOR  
AIIMS, Rishikesh  
Virbhadra Marg  
Date: 07-08-2018**

**Cost – Rs.5000/-  
Vat - Rs.725/-  
Total Cost- Rs.5725/-**

1.E-tenders in Two Bids (Technical & Financial) are invited on behalf of the Director, All India Institute of Medical Sciences, Rishikesh from interested and eligible manufacturer or their authorised distributors/dealers, for providing **Anti-Retroviral Agents, Neoplastic Disorder and Sera & Vaccines on rate contract basis for a period of two years at AIIMS Rishikesh.**

2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.

3. The complete bidding process is online. Bidders should be possession of valid digital Signature Certificate (DSC) for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. For any assistance for e-bidding process, if required, bidder may contact to the helpdesk at [0135-2462915](tel:0135-2462915).

4. Tenderer/Contractor/Bidders are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer/Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>'.

5. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

6. Hard Copy of original technical bid along with earnest money deposit and tender fee etc. must be delivered to AIIMS, Rishikesh on or before last date/time of Bid Submission as mentioned above. The bid without EMD and tender fee will be summarily rejected.

7. The tender shall be submitted online in two part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

**The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.**

8. Any future clarification and/or corrigendum(s) shall be communicated through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app> or AIIMS, Rishikesh website: [www.aiimsrishikesh.edu.in](http://www.aiimsrishikesh.edu.in). The bidders are required to regularly check the website to know about any/all such corrigendum(s) as only these bids, taking care of such corrigendum(s) shall be considered for finalisation of the tender.

9. Bidder should necessarily enclose a covering letter mentioning a summary of applied document with proper numbering. Secondly, bid should also attach a compliance sheet as per specification mentioning that they are complying to all specification or have any variation.

10. The pre bid conference would be held on **31-08-2018 at 03.00 PM** in the office of Tender Opening Room, AIIMS, Rishikesh. All firm's representative who are attending the pre bid meeting, shall produce an authorization letter from their firm on the firm's letter head. They are required to put their query in writing before the committee and submit the same in writing on its letter head.

**Administrative office  
AIIMS, Rishikesh  
0135-2462915**

## **Terms & Conditions:**

1. AIIMS, Rishikesh intends to enter in to a Rate contract for Procurement of Drugs, Medicines for internal consumption by the Institute for a period of (2) two years and extendable by one (1) year with report of good performance or till the finalization of new tender, which ever is later.
2. Interested firms/suppliers may send their bids with complete details about the discount to be offered on MRP of Medicine. The bids should reach this office on or before upto 03.00 P.M. duly sealed marked Tender no-.
3. The tender rates should be kept open/valid for a period of one year from the date the tenders are opened.
4. The tender is in two-bid system i.e .Technical Bid & Financial Bid contains specification and allied Technical details and the Financial Bid of the various items detailed in Annexure‘C’. The technical bid will be opened on the designated date by the Purchase Committee. The financial bid containing the rate of various items will be opened on a suitable date, to be intimate later by the Purchase Committee in respect of those who qualify the terms and conditions of the technical bid.
5. (i) **Bid Security:** -The bidder shall pay the respective amount of Bid Security (EMD) of **Rs. 1,50,000/- (Rs. One Lakh Fifty Thousand Only)** along with the Technical Bid by way of demand draft/FD/TD/CD in favour of “AIIMS, Rishikesh” drawn on any Nationalized Bank/ Scheduled Bank and payable at Rishikesh and must be valid for (6) six month. Bids received without tender fees and Earnest Money deposit (EMD) shall stand rejected and thus shall not be considered for evaluation etc. at any stage. The original EMD will be put in cover-I containing with Technical bid.
  - a) The Public Sector Undertaking of the Central/State Govt./MSEs/MSME/Registered with Central Purchase Organization are exempted from furnishing Earnest Money along with tender, **subject to submission of its valid proof.**
  - b) The firms Registered with DGS & D/SSI and any approved source of Centre/States Govt. are not exempted from furnishing Earnest Money in so far as this institute is concerned.
  - c) Earnest Money deposited with AIIMS, Rishikesh in connection with any other tender enquiry even if for same/similar material / Stores by the tenderer will not be considered against this tender.(ii) EMD is required to protect the purchaser against the risk of Bidders conduct. The EMD will be forfeited if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to the notice that the information/ documents furnished in its tender is incorrect or false.
6. The bidder shall be required to submit **a non-refundable tender fee for an amount of Rs. 5,725/- (Rupees Five Thousand Seven Hundred Twenty Five only)**. The demand drafts shall be drawn in favour of “All India Institute of Medical Sciences, Rishikesh”. The demand drafts for earnest money deposit must be closed in the envelope containing the technical bid.
7. **Performance Security:**

The successful bidders have to execute a contract on Indian non judicial stamp paper of Rs.100/- (Rupees one hundred only) within twenty-one (21) days from the date of award of this tender in his favour and also required to furnish the **Security Deposit of 10%** of approximate cost of products for which bid is placed. in the form of FD/BG/TD/CD for **three months extra of the contract period** from any Nationalised/Schedule bank duly pledged in favour of AIIMS, Rishikesh & payable at Rishikesh only. The EMD deposited by successful bidder may be adjusted towards Security Deposit as demanded above after its validation for the required period. If the successful bidder fails to furnish the full security deposit or

difference amount between Security Deposit and EMD within 21 (twenty-one) days after the issue of **Letter of Award** of Work, his bid security (EMD) shall be forfeited and award of tender in suppliers favour automatically stands terminated at his cost & liability, unless time extension has been granted by AIIMS, Rishikesh.

The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract. Performance Security will be discharged after completion of contractor's performance obligations under the contract.

8. The tenderers must quote rates including freight, insurance, cartage, labour charges etc. on Door Delivery basis at AIIMS, Rishikesh.

**NOTE:-**Tenders submitted without following two bid system procedures as mentioned above will outrightly rejected. Please note that prices should not be indicated in the technical bid. The pre-qualification documents including E.M.D./Tender Fees as required in the tender document should in variable be accompanied with the technical bid.

9. The tenderer will enclose GST registration certificate along with the irquotation.
10. In case of non-supply of Stores within the due date i.e. within the date of delivery, The Director, AIIMS, Rishikesh will have the right to imposepenalty, as deemed fit, to resort to risk purchase in full or part there of at his/her discretion, his/her decision shall be final and binding.
11. The Director, AIIMS Rishikesh shall be the final authority to reject full or any part of the supply which is not confirming to the specification and other terms and conditions.
12. Any other statutory levy imposed by the Govt. of India from time to time will be authorized extra on demand with adequate proof there of will be paid extra.
13. Forcemajeure will be accepted on adequate proof thereof.
14. Tenderers submitting tenders would be considered to have considered and accepted all the terms and conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the tender.
15. Material confirming to the specifications should be quoted. Original Catalogue, Leaflets, literatures with full technical details and price lists, if any, should in variably be attached along with their offer.
16. Tenderer shall have a minimum of 3 (three) years of experience in supplying drugs & medical consumables (related to the items quoted in the tender) to the Government/Corporate/PSU Hospitals in India as a manufacturer, sole marketer or authorized distributor or authorized dealer. **Authorization certificate to be issued on company's letterhead.** Manufacturers directly bidding at competitive rates for contract will be preferred. The eligibility criteria for manufacturer, sole marketer or authorized distributor or authorized dealer are mentioned below.

Minimum turnover of the manufacturer/ sole marketer or authorized distributor or authorized dealer of pharmaceutical products in the last financial year i.e 2017-18.	
For manufacturers	Rs. 200 Crores
For authorized distributors / dealers	Rs. 100 Crores

Turnover criteria may be relaxed for manufacturers of patented innovator products / orphan drugs subject to recommendations of Pharmacy Committee and approval by competent authority.

17. Suppliers will be required to submit quality control reports of batch of medicines supplied to AIIMS, Rishikesh as and when requested by Pharmacy Committee or competent authority.
18. Authorised distributors / dealers should mention the name of manufacturer, brand & dose of formulation and packaging information along with cost of drug. Only one manufacturer and brand can be quoted by authorized distributor / dealer.
19. Valid GMP Certificate, clearly indicating the products (Items) issued by Centre/State Drug Controller and should not have been issued more than five years ago (if applicable) need to be submitted. Tenderer shall submit a Market Standing Certificate issued by the Drug Licensing Authority of the respective state that the quoted product is manufactured/imported and marketed by them since last 3 years.
20. The price quoted by the tenderers shall not in any case exceed the controlled price, if any, fixed by the Central/State Govt./N.P.P.A (National Pharmaceutical Pricing Authority)/DGS & D and the Maximum Retail Price (MRP). To ensure sustained supply without any interruption AIIMS, Rishikesh reserves the right to split orders for supplying the requirements among more than one tenderer provided that, the rates and other conditions of supply are equal and with sufficient grounds. In case of non-supply of any item by any approved lowest quoted firm, AIIMS, Rishikesh can ask for willingness to L2 firm to supply at L1 rate (lowest approved rate) and procure the same item in L1 rate. The difference amount will be recovered from the Performance Security Deposit of L1 bidder.
21. After due evaluation of the bid(s) AIIMS, Rishikesh will award the contract to the lowest evaluated responsive tenderer individual item wise. Conditional bid will be treated as unresponsive and it may be rejected.
22. The approved supplier (tenderer) shall have the direct responsibility for supply of stock and who shall only be titled to raise the bills against such supply. Payments will be made only in favour of the approved supplier (tenderer).
23. The payment will be made on invoice basis. The invoice will be as per packing. The supplier will prepare bill as receiving copy invoice/ challan with details of material accepted by the Pharmacy Committee.
24. Tenderer/manufacturing unit which has been blacklisted/debarred for any item either by the Tender inviting authority or by any state Govt. or central Govt. Organization cannot participate in the Tender for that item during the period of black listing/ debarment.
25. No tenderer shall be allowed at any time on any ground whatsoever to claim revision of or modification in the rates quoted by him. Clerical error, typographical error etc. committed by the tenderers in the tender forms will not be considered after opening of the tenders. Conditions such as "SUBJECT TO AVAILABILITY, SUPPLY WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED" etc. will not be considered under any circumstances and the tenders of those who have given such conditions shall be treated as incomplete and for that reason, shall be summarily rejected.
26. If at any time during the period of contract, the price of tendered items is reduced or brought down by any law or act of the Central or State Govt. or by the tenderer himself, the tenderer shall be morally and statutorily bound to inform AIIMS, Rishikesh immediately about such reduction in the contracted prices. AIIMS, Rishikesh is empowered to unilaterally effect such reduction as is necessary in rates in case the tenderer fails to notify or fails to agree for such reduction of rates. In case of any enhancement in Excise Duty/Custom Duty due to statutory Act of the Govt. after the date of submission of the tenders and during the tender period, the additional excise duty/custom duty so levied will be allowed to be charged extra as separate item without any change in price structure of the drugs approved under the tender. For claiming

the additional cost on account of the increase in excise duty/custom duty, the tenderer should produce letter from the concerned excise authorities indicating his commitment for the supply made to the AIIMS, Rishikesh on account of the increase in excise duty/custom duty.

27. The approved supplier will supply as per the technical specification. The generic name and brand name should be printed in strip / bottle/ injection/ packing/ foil / carton / box etc.
28. The selected tendering Firm/Agency/Company shall also provide the name and mobile number of a key person, who can be contacted at any time, even beyond the office hours on holidays. The person should be capable of taking orders and making arrangement for supply of the desired items even on short notice to AIIMS, Rishikesh.
29. AIIMS, Rishikesh would not purchase the duplicate/substandard medicine and if supplied, appropriate action such as imposition of penalty and cancellation of agreement as the competent authority think fit will be taken against defaulting supplier. Therefore, the items supplied should be quality/branded items, from the original manufacturers. The supplier will ensure replacement of the defective items etc. as and where found, within 24 hours at his own cost.
30. In case the quality of goods supplied are not in conformity with the standard given in tender and as per the samples supplied or the supplies are found defective at any stage these goods shall immediately will be taken back by the supplier and will be replaced with the tender quality goods, without any delay. The Purchase Committee reserves all right to reject the goods if the same are not found in accordance with the required description/specifications and liquidated damages shall be charged.
31. The Composition and strength of each item tendered should be as per the specification given in Technical Specification. All oral liquid preparations will be supplied in non-breakable plastic containers as per standards laid down in Indian Pharmacopoeia. The tenderer quoting for or all liquid preparations will have to give an undertaking that the plastic containers are made from materials conforming to Indian Pharmaceutical Specifications standard and a copy of the test report of the plastic container used by them are from an approved laboratory under the Drugs & Cosmetics Act and Rules there under. If any of the items (Oral liquid preparation) in the Tender is not permitted to be supplied in non-breakable plastic containers as per I.P, the same item can be packed in virgin glass bottle as per I.P.
32. Supply should be as per technical specification to get her with a detail label as per rule 96 of Drugs & Cosmetics Rules 1945.
33. AIIMS, Rishikesh can place the purchase order for any item in a phased manner to be supplied with in a stipulated time limit depending on their requirements/the scheme/situation. The supply should be within Seven (7) working days from the date of issue of the purchase order. If no supply is received after 15 days or the entire supply is not completed within 15 days from the date of issue of purchase order, AIIMS, Rishikesh may cancel the order or allow extension of time applying the liquidated damage clause depending on the situation.
34. AIIMS, Rishikesh has the liberty to instruct the approved supplier to start the supply immediately and complete within a shorter period, if the situation so demands.
35. The Drugs and Medical Consumables shall be delivered at the AIIMS, Rishikesh with remaining shelf-life of at least 75% of the stipulated total shelf-life from the date of manufacturing of that product.
36. The supplier should give the undertaking to exchange drugs nearing expiry (within 3 months of expiry date) without any extra charges.
37. The labels in all case of injectable should clearly indicate whether the preparations are meant for INTRA VENOUS, INTRA-MUSCULAR or SUB-CUTANEOUS or INTRA-DERMAL etc.



38. All the packaging should be New. The supplier shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination. The packaging shall be sufficient to withstand without limitation rough handling during transit and exposure to extreme temperature, salt and precipitation during transit and upon storage. All primary packaging containers, which come in contact with the drug content, should strictly protect the quality & integrity of the drug and medical consumables.
39. Each Strip/Box/Carton/Bottle/Amp./Vial/ shall bear the seal of the manufacturer and month of manufacturing, month of expiry & Batch No. Labeling and packing of medicines and medical consumables should be as per specification laid down under D&C Act, 1940 and Rules there under made and modified.
40. Each Strip/Box/Carton/Bottle/Amp./Vial and primary, secondary and tertiary packings should have barcoded information about Batch number, date of manufacture, date of expiry etc. Each strip should be stamped "AIIMS SUPPLY NOT FOR SALE" with permanent ink.

**NOTE:-** The bill of the items supplied should be in accordance with the purchase order issued by the institute.

41. **LIQUIDATED DAMAGE:**

All the goods ordered shall be delivered within 7 working days from the date of issue of purchase order. All the aspects of safe delivery shall be the exclusive responsibility of the supplier.

If the supplier fails to deliver the goods on or before the stipulated date, then a penalty at the rate of 0.5% per week of the total order value shall be levied subject to maximum of 10% of the total order value.

**Making:**

Each packing shall be marked with nomenclature of the drug and shall be labeled in accordance with the requirement of the Drugs and Cosmetics Act, 1940 and the rules made there under.

42. **Packing:**

I. All labels of cartons, ampoules, vials, bottles, jars, tubes tins, containers etc. should be Emboldened / imprinted / stamped.

II. Loose supplies / damaged packing / tampered or damaged labelled supplies shall not be accepted under any circumstances.

III. Supplies to be made in a Proper Boxes.

IV. Liquid orals to be supplied only in glass bottles/plastic bottles conforming to IP/Drugs Cosmetics Act.

V. It should be ensured that only first use packaging material, of uniform size including Bottles and vials is used for making supplies on the basis of Rate Contract.

VI. All primary packing containers should strictly conforming to the specification included in the relevant pharmacopoeia.

VII. Packing should be able to prevent damage or deterioration during transit.

VIII. Large volume parenteral to be supplied only in plastic bottles / poly packs conforming to I.P.

IX. All containers, i.e., bottles, tins, cartons, tubes etc. are required to be secured with pilfer-proof seals to ensure genuineness of the products packed and the correctness of the contents.

43. **Pharmacopoeia Specification:**

Pharmacopoeia specification IP/BP/USP . Should be clearly mentioned against each drug/constituent of the drug supplied as per the provisions of Drug and Cosmetics Act.

- The stores accepted should comply with the provisions of the Drugs and Cosmetics Act. 1940 and the Rules made there under as amended upto date and Drug Price Control Order.
- It should be ensured that ISI Code No. is indicated on the packing and at the time of supplies has ISI Mark as well as Code No. as is the statutory requirement of the Bureau of Indian Standards.
- The Prices approved are F.O.R Destination per unit and are exclusive of Sales Tax/Vat except where indicated but inclusive of all charges for packing and forwarding.

44. **Testing of Drugs-Quality Control:**

- a. Regular and random testing of drugs will be under taken from Govt./Govt. approved laboratories at anytime during the shelf life or when ever any defect is noticed.
- b. The report of the Govt. /Govt. approved laboratory shall be accepted by the firm.
- c. If any store/stores supplied against this Rate Contract acceptance often derare found to be Not of Standard Quality on test analysis from Govt./Govt. approved laboratory, tenderer will be liable for consignment against the particular invoice irrespective of fact that part or whole of the supplied stores may have been consumed.
- d. If the product is found to be not of standard quality, the cost of testing should be recovered from the supplier.

45. **Replacement of near expiry/ slow moving/ non-moving items:**

It will be responsibility of supplier to get status of slow/non-moving inventory for replacement purposes from stores on quarterly basis or at a higher frequency. If company fail store place such slow moving/non-moving stocks in time, Institute will retain the right to identify such stocks any time during the contract period and return the same to the company. Cost of such returned inventory will be recoverable from forth coming bill of the supplier or replaced with any order approved stocks, failing which contract may be terminated.

46. **Legal Jurisdiction:**

The agreement shall be deemed to have been concluded in Rishikesh, Uttarakhand and all obligations here under shall be deemed to be located at Rishikesh, Uttarakhandand Court within Rishikesh

I / We hereby accept the terms and Conditions given in the tender

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(Signature & Stamp of the bidder)

*Note- Please sign each page of document including terms & conditions & tender*



**Annexure-B****TENDER DOCUMENT**

**“for Supply of Anti-Retroviral Agents,  
Neoplastic Disorder and Sera & Vaccines for Internal Consumption”  
AIIMS, Rishikesh  
TECHNICAL BID  
(In separate sealed Cover-I super scribed as “Technical Bid”)**

1. Name & Address of the manufacturer and their authorised dealers/ distributors/Agency with phone number, email, name and telephone/mobile	
2. Specify your firm/company is a manufacturer/ authorised dealer/ distributor/ Agency	
3. Whether the signature on each page has been made by the bidder or not.	
4. Name, Address & designation of the authorized person (Sole proprietor/partner /Director)	
5. Have you previously supplied these items to any government/ reputed private organization? If yes, attach the relevant poof.	
6. Please provide a notarised affidavit on Indian Non Judicial stamp paper of Rs. 10/- that you have not quoted the price higher than previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in last one year. If you don't fulfil this criteria, your tender will be out rightly rejected.	
7. Please attach copy of last three years' of Income Tax Return	
<b>8. Turnover</b>	
a. Please attach balance sheet (duly certified by Chartered Accountant) for last three (3) years (Attach copy of annual minimum turnover which should not be less than as mentioned in point no. 16 of terms and conditions, duly certified by the Chartered Accountant)	
b. The bidder falls under Section 44AD/44ADA/44AE of Income Tax Act shall be required to submit turnover certificate verified by Chartered Accountant with his Registration number issued by Institute of Chartered Accountants of India.	
c. Indian Agent can submit its copy of POs of LC cases, in support of its amount getting short in required turnover.	
d. Start-ups may submit its Start-up Registration for consideration ( <i>Relaxation in turnover can be considered as the case may be, subject to fulfilment of other conditions. However, it will not mandatory</i> )	
9. PAN No. (Please attach copy)	
10. GST/VAT/Service Tax Registration Number. (Please attach copy)	
11. Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender document with technical bid. Otherwise your tender will be rejected.	
12. Power of Attorney/authorization for signing the bid documents (Not required in case of sole-proprietorship.)	
13. Please submit a notarised affidavit on Indian Non judicial stamp paper of Rs. 10/- that no case is pending with the police against the Proprietor/firm/partner or the Company (Agency). Indicate any convictions in the past against the Company/firm/partner.	
14. Please declare that proprietor/firm/company has never been black listed/debarred by any organization. An oath certificate to this effect may be enclosed on Rs.10 notarised stamp paper.	
15. Please submit two performance certificate from your two different customers to whom you have supplied such type of medicines in previous 3 years	
16. Details of the FD/DD/TD/CD of bid security (EMD)	Detail of cost of Tender for Rs. 5,725/- (if downloaded from website)
FD/DD/TD/CD No:	<b>DD No.</b>
Date:	<b>Date:</b>
Payable at-	<b>Payable at-</b>

**Undertaking**

1. I/We have read and understood the contents of the Tender and agree to abide by the terms and conditions of this Tender.
2. I/We shall supply the items of requisite quality and quantity at given rate in timely manner.
3. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish within 15 days, Bank Guarantee/ Performance Security after the issue of Purchase Order, as applicable, in the format to be provided by AIIMS Rishikesh in addition to execution of a Contract as pre-condition for obtaining the supply orders.
4. I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have banned /suspended business dealings. I/We further undertake to report to the AIIMS Rishikesh immediately after we are informed but in any case not later 15 days, if any firm in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a firm which is banned/suspended in future during the currency of the Contract with you.
5. I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

(Signature of the Bidder)

Name:

Designation with Seal of the Firm:

**Annexure-C**

Our quoted rate for supplying Drugs, Medicines for AIIMS, Rishikesh will be as follows. Rates should be quoted online separately in BOQ.

**Anti-Retroviral Agents**

S.No.	Particulars	Preparation	Strength	Approx Annual Consumption	MRP	Discount	Taxes	Rates Inclusive of all taxes
1	Didanosine	Tablets	250mg	20 stp				
2	Didanosine	Tablets	400mg	20 stp				
3	Diloxanide Furoate	Tablets	500mg	30 stp				
4	Efavirenz	Capsules	200mg	20 stp				
5	Efavirenz	Capsules	600mg	20 stp				
6	Indinavir	Capsules	200mg	20 stp				
7	Indinavir	Capsules	400mg	20 stp				
8	Lamivudine	Syrup	10mg/ml	40 Pcs				
9	Lamivudine	Syrup	150mg	20 Pcs				
10	Lamivudine	Tablets	150mg	20 stp				
11	Lamivudine + Zidovudine	Tablets	150mg + 300mg	60 stp				
12	Nelfinavir	Capsules	250mg	30 stp				

13	Nelfinavir	Capsules	100mg	30 stp				
14	Pentamidine Isothionate	Injection	200mg	20 Pcs				

### Neoplastic Disorders

S.No.	Particulars	Preparation	Strength	Approx Annual Consumption	MRP	Discount	Taxes	Rates Inclusive of all taxes
15	5 Flurouracil	Tablets	50mg	20 Stp				
16	5-Fluorouracil	Injection	250mg	40 Pcs				
17	5-Fluorouracil	Injection	500mg	30 Pcs				
18	Actinomycin D	Injection	0.5mg	20 Pcs				
19	Actinomycin D	Injection	500mg	30 Pcs				
20	Allopurinol	Tablets	100mg	20 Stp				
21	All-Trans Retinoic Acid	Capsules	10mg	20 Stp				
22	Alpha Interferon	Injection	3 million IU	40 Pcs				
23	Amifostine	Injection	300mg	20 PCs				
24	Amifostine	Injection	500mg	40 PCs				
25	Anastrozole	Tablets	1mg	20 Stp				
26	Anti Thymocyte Globulin	Injection	250mg	30 Pcs				

27	Aprepitant	Tablets		20 Pcs				
28	Arsenic Trioxide	Injection	1mg/ml	20 Pcs				
29	Arsenic Trioxide	Injection	10mg	20 Pcs				
30	Azacitidine	Injection	100mg	20 Pcs				
31	Azathioprine	Tablets	50mg	24 Stp				
32	Bendamustine	Injection	180mg	20 Pcs				
33	Bevacizumab	Injection	100mg	20 Pcs				
34	Bevacizumab	Injection	5mg/ml	30 Pcs				
35	Bicalutamide	Tablets	50mg	20 Stp				
36	Bleomycin	Injection	15mg	100 Pcs				
37	Bortezomib	Injection	2.5mg	20 Pcs				
38	Bortezomib	Injection	15mg	20 PCs				
39	Busulphan	Tablets	2mg	20 Stp				
40	Calcium Folate	Tablets	15mg	20 Stp				
41	Calcium Folate	Injection	3mg/ml	40 Pcs				
42	Calcium Folate + Levcovoraine	Injection	50mg	30 Pcs				
43	Capecitabine	Tablets	500mg	260 Stp				

44	Carboplatin	Injection	10mg	30 Pcs				
45	Carboplatin	Injection	150mg	300 Pcs				
46	Carboplatin	Injection	450mg	304 Pcs				
47	Carfilzomib	Injection	60mg	20 Pcs				
48	Carmustine (BiCNU)	Injection	100mg	20 Pcs				
49	Chlorambucil	Tablets	2mg	20 Stp				
50	Chlorambucil	Tablets	5mg	20 Stp				
51	Cisplatin	Injection	10mg	268 Pcs				
52	Cisplatin	Injection	50mg	762 Pcs				
53	Cisplatin	Injection	1mg/ml	30 Pcs				
54	Cladribine	Injection	10mg	40 Pcs				
55	Cyclophosphamide	Tablets	50mg	20 Stp				
56	Cyclophosphamide	Tablets	200mg	20 Stp				
57	Cyclophosphamide	Injection	500mg	30 Pcs				
58	Cyclophosphamide	Injection	1gm	300 Pcs				
59	Cyclosporin	Capsules	100mg	20 Stp				
60	Cyclosporin	Capsules	50mg	200 Stp				



61	Cyclosporine	Capsules	10mg	200 Stp				
62	Cyclosporine	Capsules	25mg	20 Stp				
63	Cyclosporine	Capsules	50mg	200 Stp				
64	Cyclosporine	Capsules	100mg	200 Stp				
65	Cyclosporine	Oral Liquid	100mg / ml	30 Pcs				
66	Cyclosporine	Injection	50mg / ml	40 Pcs				
67	Cytosine Arabinoside	Injection	500mg	30 Pcs				
68	Cytosine Arabinoside	Injection	1gm	40 Pcs				
69	Cytosine Arabinoside	Injection	100 mg/vial	30 PCs				
70	Cytosine Arabinoside	Injection	500 mg/vial	40 Pcs				
71	Cytosine Arabinoside	Injection	1000 mg/vial	30 Pcs				
72	Dacarbazine	Injection	100mg	40 Pcs				
73	Dacarbazine	Injection	200mg	30 Pcs				
74	Dacarbazine	Injection	500mg	30 Pcs				
75	Dactinomycin	Injection	0.5mg	30 Pcs				
76	Danazol	Capsules	50mg	20 Stp				
77	Danazol	Capsules	100mg	20 Stp				

78	Dasatanib	Tablets	20mg	20 Stp				
79	Dasatanib	Tablets	50mg	20 Stp				
80	Dasatanib	Tablets	70mg	20 Stp				
81	Daunorubicin Hydrochloride	Injection	5mg/ml vial	30 PCs				
82	Daunorubicin Hydrochloride	Injection	20mg vial	40 PCs				
83	Decitabine	Injection	30mg	20 Pcs				
84	Decitabine	Injection	50mg	20 Pcs				
85	Deferasirox	Tablets	250mg	20 Stp				
86	Deferasirox	Tablets	500mg	20 Stp				
87	Dexamethasone	Tablets	0.5mg	60 Stp				
88	Dexamethasone	Tablets	4mg	20 Stp				
89	Dexamethasone	Tablets	8mg	20 Stp				
90	Dexamethasone	Injection	4mg/ml	8316 Pcs				
91	Doxorubicin	Injection	2mg	30 Pcs				
92	Doxorubicin	Injection	10mg	344 Pcs				
93	Doxorubicin	Injection	50mg	600 Pcs				
94	Entecavir	Tablets	0.5mg	20 Stp				

95	Entecavir	Tablets	1mg	20 Stp				
96	Epirubicin	Injection	10mg	200 Pcs				
97	Epirubicin	Injection	50mg	200 Pcs				
98	Epirubicin	Injection	100mg	30 Pcs				
99	Erlotinib	Tablets	100mg	20 Stp				
100	Erlotinib	Tablets	150mg	20 Stp				
101	Erythropoietin	Injection	10,000 IU	20 Pcs				
102	Erythropoietin	Injection	40,000 IU	20 Pcs				
103	Etoposide	Capsules	100mg	50 Stp				
104	Etoposide	Injection	100mg	30 PCs				
105	Etoposide	Injection	20mg/ml	40 Pcs				
106	Etoposide	Tablets / Capsules	50mg	20 Stp				
107	Exemestane	Tablets	25mg	20 Stp				
108	Filgrastim (GCSF)	Injection	300mcg	200 Pcs				
109	Flamazenil	Injection	0.5mg	30 Pcs				
110	Fludarabine	Injection	50mg	20 Pcs				
111	Fluorounacil	Injection	500mg	300 Pcs				

112	Fluorounacil	Injection	250mg	300 Pcs				
113	Fluoxetine	Capsules	20mg	20 Stp				
114	Flutamide	Injection	250mg	30 Pcs				
115	Folinic Acid	Injection	3mg/ml	30 Pcs				
116	Fosaprepitant	Injection		40 Pcs				
117	Gemcitabine HCL	Injection	200mg	660 Pcs				
118	Gemcitabine HCL	Injection	1.4gm	20 Pcs				
119	Granisterone	Injection	1mg	30 Pcs				
120	Granisterone	Injection	3mg	30 Pcs				
121	Haloperidol	Tablets	1.5mg	20 Stp				
122	Haloperidol	Tablets	5mg	1470 Stp				
123	Haloperidol	Injection	5mg/ml	30 Pcs				
124	Hydroxyurea (Hydroxycarbamide)	Tablets	500mg	200 Stp				
125	Ibrutinib	Capsules	140mg	20 Stp				
126	Idarubicin	Injection	10mg	20 Pcs				
127	Ifosfamide	Injection	1gm	158 Pcs				
128	Ifosfamide	Injection	2gm	30 Pcs				

129	Ifosfamide 1gm.vial + Mesna. COMBI PACK	Injection	3x2ml amp	30 Pcs				
130	Imatinib	Tablets	100mg	20 Stp				
131	Irinotecan	Injection	2ml / 40mg	30 Pcs				
132	Irinotecan	Injection	5ml / 100mg	30 Pcs				
133	Isosphamide	Injection	100mg	40 PCs				
134	Ixabepilone	Injection	15mg	40 Pcs				
135	Ixabepilone	Injection	45mg	40 Pcs				
136	Lapatinib Ditosylate	Tablets	50mg	20 Stp				
137	L-Asparaginase	Injection	5000 IU	30 Pcs				
138	L-Asparaginase	Injection	10000iu	30 PCs				
139	Lenalidomide	Tablets	5mg	20 Stp				
140	Lenalidomide	Tablets	15mg	20 Stp				
141	Lenalidomide	Tablets	25mg	20 Stp				
142	Letrozole	Tablets	2.5mg	20 Stp				
143	Leucovorin Calcium	Tablets	15mg	50 Stp				
144	Leucovorin Calcium	Injection	15mg	30 Pcs				
145	Leucovorin Calcium	Injection	50mg	30 PCs				

146	Liposomal Doxorubicin	Injection	10ml	20 Pcs				
147	Loperamide	Tablets	2mg	100 Stp				
148	Melphalan	Tablets	2 mg	20 Stp				
149	Melphalan	Tablets	5 mg	20 Stp				
150	Melphalan	Injection	50mg	20 Stp				
151	Mercaptopurine	Tablets	50mg	20 Stp				
152	Mercaptopurine	Injection	100 mg/ml	30 Pcs				
153	Mesna	Injection	100mg / ml	40 Pcs				
154	Mesna	Injection	200mg / ml	400 Pcs				
155	Methotrexate	Tablets	2.5mg	20 Stp				
156	Methotrexate	Tablets	5mg	40 Stp				
157	Methotrexate	Tablets	7.5mg	60 Stp				
158	Methotrexate	Tablets	10mg	46 Stp				
159	Methotrexate	Injection	15mg	210 Pcs				
160	Methotrexate	Injection	50mg	350 Pcs				
161	Methotrexate	Injection	500mg	30 Pcs				
162	Methotrexate	Injection	1gm	40 Pcs				



163	Midazolam	Injection	1mg/ml	30 Pcs				
164	Mitomycin-C	Injection	2mg	20 Pcs				
165	Mitomycin-C	Injection	10mg	22 Pcs				
166	Mitozantrone	Injection	2mg	30 Pcs				
167	Mycophenolate Mofetil	Tablets	250mg	20 Stp				
168	Mycophenolate Mofetil	Tablets	500mg	144 Stp				
169	Nanoparticle Paclitaxel	Injection	30mg	30 Pcs				
170	Nanoparticle Paclitaxel	Injection	300mg	40 Pcs				
171	Nanoparticle Paclitaxel	Injection	100mg	40 Pcs				
172	Nilotinib	Capsules	150mg	20 Pcs				
173	Nilotinib	Capsules	200mg	20 Pcs				
174	Nimotuzumab	Injection	50mg	40 Pcs				
175	Onco BCG	Injection	40mg	1000 Pcs				
176	Oxaliplatin	Injection	5mg	30 Pcs				
177	Oxaliplatin	Injection	50mg	40 Pcs				
178	Oxaliplatin	Injection	200mg	40 Pcs				
179	Paclitaxel	Injection	200mg	30 Pcs				

180	Paclitaxel	Injection	30mg	804 Pcs				
181	Paclitaxel	Injection	100mg	808 Pcs				
182	Paclitaxel Multidose	Injection	300mg	30 Pcs				
183	Palenose tron	Injection	0.25mg	40 Pcs				
184	Pegylated Asparaginase	Injection	3750 IU	20 Pcs				
185	Pegylated Filgrastim	Injection	6mg	40 Pcs				
186	Pomalidomide	Injection	2mg	20 Pcs				
187	Procarbazine	Capsules	50 mg	20 Stp				
188	Rituximab	Injection	10mg	30 Pcs				
189	Sargramostim	Injection	500mg	30 Pcs				
190	Sorafenib	Tablets	200mg	20 Stp				
191	Sunitinib	Tablets	12.5mg	20 Stp				
192	Sunitinib	Tablets	25mg	20 Stp				
193	Sunitinib	Tablets	50mg	20 Stp				
194	Tacrolimus	Capsules	0.5mg	72 Stp				
195	Tacrolimus	Capsules	1mg	72 Stp				
196	Tacrolimus	Capsules	2mg	20 Stp				

197	Tamoxifen	Tablets	10mg	20 Stp				
198	Tamoxifen	Tablets	20mg	40 Stp				
199	Temozolomide	Tablets / Capsules	20mg	12 Stp				
200	Thalidomide	Tablets / Capsules	50mg	20 Stp				
201	Thalidomide	Tablets / Capsules	100mg	100 Stp				
202	Thioguanine	Tablets	40mg	20 Stp				
203	Transtu Zumab (Herceptin)	Injection	440mg	30 Pcs				
204	Transtu Zumab (Herceptin)	Injection	400mg	30 Pcs				
205	Vinblastine	Injection	1mg/ml	60 Pc				
206	Vinblastine	Injection	10mg	20 Pcs				
207	Vincristine	Injection	1mg/1ml	60 Pcs				
208	Vinorelbine	Injection	10mg	30 Pcs				
209	Vinorelbine Solution	Injection	50mg	40 PCs				
210	Zoledronic Acid	Injection	4mg	600 Pcs				
211	Zoledronic Acid	Injection	5mg	40 Pcs				

**Sera & Vaccines (Immunomodulators)**

S.No.	Particulars	Preparation	Strength	Approx Annual Consumption	MRP	Discount	Taxes	Rates Inclusive of all taxes
212	Anti Hepatits-C Vaccine Multi Dose	Injection		40 Pcs				
213	Anti Hepatits-C Vaccine Single Dose	Injection		100 Pcs				
214	Anti Thymocyte Globulin	Injection	250mg	10 Pcs				
215	Anti-D (I.V Prep.)	Injection		20 Pcs				
216	Anti-D Immunoglobulin	Injection	150mcg	20 Pcs				
217	Anti-D Immunoglobulin	Injection	300mcg	20 Pcs				
218	Anti-Rabies Immunoglobulin (Human)	Injection		200 Pcs				
219	Anti-Snake Venom (Polyvalent)	Injection	10ml	40 Pcs				
220	Anti-Tetanus Immunoglobulin	Injection		30 Pcs				
221	Basiliximab	Injection	20mg	10 Pcs				
222	BCG Vaccine	Injection		40 Pcs				
223	Betamethasone	Tablets	0.5mg	100 Stp				

224	Betamethasone	Tablets	1mg	100 Stp				
225	Bivalent Cervical CA Vaccine	Injection		20 Pcs				
226	Daclizumab	Injection	25mg	20 Pcs				
227	Deflazacort	Tablets	1mg	40 Stp				
228	Deflazacort	Tablets	6mg	30 Stp				
229	Deflazacort	Tablets	18mg	20 Stp				
230	Deflazacort	Tablets	24mg	20 Stp				
231	Diphtheria Antitoxin	Injection	20000IU	20 Pcs				
232	DPT & Hepatitis B Combination	Injection	0.5ml	40 Pcs				
233	DPT (Diphtheria, Pertussis & Tetanus toxoid Vaccine)	Injection	0.5ml	20 Pcs				
234	DPT + Hib + Hep B Vaccine	Injection		30 Pcs				
235	DPT Vaccine			40 Pcs				
236	Hemophilus Influenza B Conjugated Vaccine	Injection		20 Pcs				
237	Hepatitis A Vaccine 720 Elisa Unit/ml.	Injection		10 Pcs				

238	Hepatitis B Vaccine Immunoglobulin	Injection		20 Pcs				
239	Hepatitis B Vaccine Multi Dose	Injection		20 Pcs				
240	Hepatitis B Vaccine Single Dose	Injection		40 Pcs				
241	Hepatitis B Vaccine Single Dose Paed.	Injection		40 Pcs				
242	Human Gammaglobulins	Injection	2.5gm/50ml	10 Pcs				
243	Human IV Gammaglobulins	Injection	5gm/100ml	20 Pcs				
244	Human Normal Immunoglobulin	Injection		20 Pcs				
245	Inactivated Rabies Vaccine / Chickembryo)	Injection		40 Pcs				
246	Infliximab	Injection	100mg	60 Pcs				
247	Influnza Vaccine	Injection	0.25, 0.5ml	40 Pcs				
248	Japanese Encephalitis Vaccine	Injection		20 Pcs				
249	Levamisole	Tablets	50mg	10 Stp				
250	Measles Vaccine	Injection	0.5ml Single Dose	10 Pcs				
251	Meningococal Vaccine	Injection		10 Pcs				



252	Methyl Prednisolone	Injection	40mg	400 Pcs				
253	Methyl Prednisolone	Injection	80mg / 2ml	400 Pcs				
254	Methyl prednisolone	Injection	125mg	40 Pcs				
255	Methyl prednisolone	Injection	500mg	1000 Pcs				
256	Methyl Prednisolone Sodium Succinate	Tablets	4mg	40 Stp				
257	Methyl Prednisolone Sodium Succinate	Tablets	8mg	40 Stp				
258	Methyl Prednisolone Sodium Succinate	Injection	1gm	200 Pcs				
259	Methyl Prednisolone Sodium Succinate	Injection	250mg	40 Pcs				
260	MMR( Measles, Mumps & Rubella Vaccine	Injection	0.5ml Single Dose	10 Pcs				
261	Mycophenolate Mofetil	Tablets	250mg	144 Stp				
262	Mycophenolate Mofetil	Tablets	500mg	60 Stp				
263	Pneumococal Vaccine	Injection	0.5ml	10 Pcs				
264	Purified Protienderivated TU, 5TU	Injection		10 Pcs				
265	Quadrivalent Cervical CA Vaccine	Injection		10 Pcs				

266	Rabies Vaccine (Human Diploid Cell)	Injection	1ml	20 Pcs				
267	Rubella Vaccine (Monovarent)	Injection	0.5ml Single Dose	10 Pcs				
268	Tacrolimus	Tablets	5mg	60 Stp				
269	Tetanus Toxoid	Injection		3044 Pcs				
270	Tetnus Immunoglobulin (Human)	Injection	250 IU	20 Pcs				
271	Tetnus Immunoglobulin (Human)	Injection	500 IU	20 Pcs				
272	Tuberculin, Purified Protein Derivative	Injection		20 Pcs				
273	Typhoid Vaccine.	Injection		20 Pcs				
274	Vericella Vaccine Ofdiluent	Injection	1ml	20 Pcs				

L1 Clause: L1 will be decided on the basis of lowest per item rates quoted by the bidder.

**Declaration:** I/We, hereby declare that the rates I have quoted are equal to or less than the rates quoted by me/us to other government, quasi-government or private hospitals for the same items.

**Name, Signature & Seal of the tenderer**

NO DEMURRAGE / WHARFAGE CHARGES WILL BE PAYBALE BY THE INSTITUTE UNDER ANY CIRCUMSTANCES.

### **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**

- Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 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.
- Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 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.
- 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**

- 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.
- 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 / email in case there is any corrigendum issued to the tender document.
- 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**

- Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- 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.
- 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 / DWF/JPG Tender No. : ..... formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 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.

### **SUBMISSION OF BIDS**

- Bidder should log into the site well in advance for bid submission so that they can 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.
- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 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 the last date of bid submission or 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.
- 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.
- 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.
- The documents being submitted by the bidders would be encrypted using PKI encryption all 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 opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 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 Tender No. : ..... summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 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**

- 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.
- 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 number 0120-4200462, 0120- 4001002.