



**GLUCONATE HEALTH LIMITED**

(A GOVT. OF WEST BENGAL UNDERTAKING)

H.O. & R. O.: 2, DurgaCharan Doctor Lane,  
Kolkata - 700 014.

Ph No.(033)2265-0001/2/3, Fax033-22658537

(Under Health & Family Welfare Department)

**Tender Form**

Tender Ref.No –GHL/RM-21/20-21 Dated . 01.02.2021.

**Supply of Empty Hard Gelatin Capsule perAnnex-1 .**

**Last Date of Submission : 09.02.2021 up to 2 pm at the above address.**

**Date of Opening : 09.02. 2021 at 4pm at the same venue.**

**Form :** Downloaded documents are to be submitted along with price  
**Bid with seal and signature of the tenderer on each page of  
the documents. ( Pages 1 to 6)**

Managing Director



**GLUCONATE HEALTH LIMITED**

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H.O. & R. O.: 2, DurgaCharan Doctor Lane,

Kolkata - 700 014.

**Ref. GHL/RM-21/20-21 Dated .01.02.2021.**

Dear Sirs,

You are requested to submit your lowest offer in sealed cover marked with Tender no, Tender date & Due date , so as to reach this office latest by 2.00 pm on 09.02.2021. The offers received up-to stipulated time and date will be opened on the same day at 4 pm.

**The following conditions must be followed strictly**

1. The rates quoted should be FOR Gluconate Health Limited at our factory at 1, Health Institute Road, Dumdum Cantonment, Kolkata 700065 only.
2. Supply should be completed within 10-12 days from the date of order at our factory at 1, Health Institute Road, Dumdum Cantonment, Kolkata 700065
3. The terms & conditions as enumerated in the enclosed Annexure-II shall be complied with while submitted the offer. The rates quoted without complying with the above terms and conditions shall not be considered.
4. Please quote rates for each item separately as per the format( Price bid) given.
5. GST Reg.no must be clearly mentioned in terms of rate as well as amount, else the same will not be payable in the invoice.
6. Offers submitted with counter conditions will not be considered. The technical bids will be rejected if the terms and conditions of the tender are not compliance with.
7. The offers should be kept valid for a period of three months during which no price escalation at any ground will be considered.

Managing Director

Gluconate Health Ltd.



ANNEX 1

## GLUCONATE HEALTH LIMITED

(A GOVT. OF WEST BENGAL UNDERTAKING)

H.O. & R. O.: 2, DurgaCharan Doctor Lane,

Kolkata - 700 014.

Ph No.(033)2265-0001/2/3, Fax033-22658537

(Under Health & Family Welfare Department)

### Tender Form

Tender Ref.No – **GHL/RM-21/20-21** Dated **.01.02.2021**.

**Last Date of Submission : 09.02.2021 up to 2 pm**

Requirement of Packing Materials.

Sl.no.	Name of the Items.	Size	Quantities	EMD (Rs.)
01	#2 Empty Hard Gelatin Casules Colour : Black/Orange	As per our specimen sample	50,00,000 nos	

**Quantity may be increased or decreased. Please mention the name of the manufacturer.**

**Delivery to be made within delivery schedule as per order to be placed on successful bidder .**

**Offer should be valid for a minimum period of 90 days during which no price escalation at any ground will be considered.**

Managing Director

Gluconate Health Ltd.



## GLUCONATE HEALTH LIMITED

(A GOVT. OF WEST BENGAL UNDERTAKING)

H.O. & R. O.: 2, DurgaCharan Doctor Lane,

Kolkata - 700 014.

ANNEXURE –I I

Tender Ref.No – **GHL/RM-21/20-21** Dated **.01.02.2021**.

### TERMS & CONDITIONS

1. The rate should be quoted as free delivery at our works at Gluconate Health Limited, 1, Health Institute Road, Dum Dum Cantonment, Kolkata 700065 exclusive of GST. The rate (percentage) and amount of GST should be clearly indicated, otherwise, tender is liable to ignored.
2. **It is not binding on the purchaser to place order on the lowest or any other tenderer against this enquiry. GHL reserves the right to cancel the tender without showing any reason.**
3. The manufacturer's name on the containers should be indicated .Quantities, gross & tare weight etc. should clearly be depicted on the labels of the containers.
4. The offer shall be kept valid for a period of minimum 90 days from the date of opening of tenders in case of bulk drugs, chemicals & excipients etc. Tenders not giving the required validity period may be rejected at the discretion of purchaser.
5. For the rates quoted as F.O.R. GHL factory, all the expenses like packing, forwarding, insurance, cartage and freight etc. are to be borne by the supplier.
6. The delivery period shall be the essence of the order. The supplier has to adhere to the delivery schedule as per order, failing which they will have to pay liquidated damages/penalties. Declaration should be submitted for confirmation of capability and time bound execution for supply.
7. OPENING: Interested Tenderer or their representatives may present at the time of opening the tenders to witness the tender opening.
8. **RISK PURCHASE** :Non-supply or failure to supply the material within the delivery period shall cause risk purchase by the purchaser. Failure to supply of materials as per delivery schedule shall be at the risk and cost of supplier. In such events, the purchaser would procure the material from alternate source and the additional cost incurred (if any) will be recovered from the defaulter/supplier. However no financial advantage shall be passed onto the supplier if materials are purchased at lower rate .

9. **PAYMENT TERMS:** If otherwise not specified, 100% payment shall be released on 90 days credit from the date of receipt of material, subject to issue of GRN.
10. **ARBITRATION:** All disputes arising out of this order shall be referred to an arbitrator to be nominated by the Managing Director, GHIL. The award of the arbitrator shall be final and binding on both the parties.
11. **LEGAL PROCEEDINGS:** All disputes and legal proceedings arising out of this Tender shall be lodged and admissible in Kolkata Courts only and not outside Kolkata.
12. **PRICE ESCALATION:** The price escalation clause shall not be acceptable.
13. **MATERIAL PACKING:** Suppliers must ensure that the materials should strictly conform with the specifications, tests, and sizes etc. mentioned in the purchase order. The material should be properly packed so as to avoid loss, damage, and other hazards of transportation.
14. **ACCEPTANCE OF PURCHASE ORDER:** Purchase Orders shall be sent by Courier, by e-mail or by Fax. The supplier should ensure to send the acknowledgment of receipt of purchase order. The unconditional confirmations of receipt of purchase order may be mailed/faxed. In case no acknowledgement is received within 2 days, it will be assumed that the order is duly accepted by the supplier.
15. **TRANSPORTATION:** Materials should be transported preferably by any Bank approved carrier, or transporter having its go-down at Kolkata.
16. **DESPATCH ADVICE & DOCUMENTS:** As soon as the consignment is delivered to the transporter a copy of consignment note, challan, delivery No. etc. indication the order No. and date should be sent, immediately to Gluconate Health Ltd.
17. **INVOICE / BILL :**
- (i) GST Invoice/Bill should be duly signed, clearly marked and properly made with regard to description, specifications and quantity of goods.
  - (ii) GST Regn. No. should be printed on the Invoice/Bill.
  - (iii) Invoice/Bill must indicate the Number and date of consignment note or challan, including the name of carrier.
  - (iv) A copy of Purchase Order must be attached with the invoice/Bill for smooth processing of the invoice/bill.
  - (v) Purchase Order No. and date should invariably be quoted by the supplier in all correspondence relating to supplies.
18. **TEST CERTIFICATES:** Test, guarantee, Warranty, Performance certificate, or any other documents evidencing or testifying the quality, specification or description of goods should invariably be sent along with the dispatch documents. Payments are liable to be with-held incase of non-compliance.

19. **DAMAGE, SHORTAGE:** Damage/Shortage, if any, notified by the consignee will be reported to the supplier within a reasonable period. The suppliers shall be bound to arrange prompt replacement/rectification on receipt of such intimation.

20. **ACCEPTANCE OF DELIVERY:** The delivery of goods shall be deemed to be accepted only when the goods are declared "Passed" by our Quality Control Department. The holding-up of goods for testing and inspection is not be regarded as exercising the right of ownership by purchaser.

21. **Penalty:** Penalty will be imposed for delayed delivery @ 0.5% per day and as per the clauses of the Purchase Order.

22. **REJECTION & REMOVAL OF GOODS :**The declaration of rejection of goods by our Inspecting Officer shall be final and binding and shall be intimated to the supplier within fifteen days of the receipt of material. The rejected goods are to be removed by the supplier at his own risk and cost within a period of one week from the date of rejection intimation received by them.

23. Documentary evidences are to be submitted establishing the Bidder's qualification to perform the contract if the bid is accepted.

Managing Director

Gluconate Health Ltd.

ABOVE TERMS ARE ACCEPTED

(Signature of Tenderer/Supplier with stamp)

**PRICE BID**

(TO BE FURNISHED IN THE COMPANY LETTER HEAD DULY SIGNED BY AN AUTHORISED PERSON OF THE COMPANY)

Ref **GHL/RM-21/20-21** Dated **.01.02.2021**.

**Last Date of Submission : 09.02.21 up to 2.00 pm**

**FORMAT FOR QUOTATION**

1. Name of item -----
  
2. Basic Rate per 1000pc -----
  
3. GST -----
  
4. Net Price F.O.R. at factory -----
  
5. Total -----
  
6. Other Details if any -----

Authorized Signatory with stamp