



**MEDICAL DEPARTMENT**  
**TENDER NO: MDADI-LP-MED-2026**

Chief Medical Superintendent, Divisional Railway Hospital, SABARMATI, AHMEDABAD invites **OPEN IREPS** tenders from the Vendors for the supply of all the types of Medicines on day to day basis for emergency local purchase to Medical Stores of Divisional Railway Hospital, SABARMATI, AHMEDABAD-380019 round the clock (**24x7**) for a period of two years from the date of commencement of the service.

Description of rate contract in Brief			
Invitation of <b>Open IREPS</b> tender for entering into Rate Contract with vendors for supply of all the types of medicines on day-to-day basis for emergency Local Purchase to Medical Stores of Divisional Railway Hospital, SABARMATI, AHMEDABAD round the clock (24*7) for a period of two years from the date of commencement of the rate contract.			
Estimated Value of the contract for a period of 02 years (Rs.)	Period of the Contract	Earnest Money Deposit (EMD) in Rs.	Security Deposit Rs.
1,21,23,244/-	02 years	2,42,470/-	6,06,160/-
For details of tender notice and tender documents, tenderer may log on to the <b>website: <a href="https://www.ireps.gov.in/">https://www.ireps.gov.in/</a></b>			

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Office Of

The Chief Medical Superintendent,

Western Railway, SABARMATI,

AHMEDABAD – 380019

**INVITATION FOR EMPANELMENT OF LICENSED VENDORS/FIRMS FOR SUPPLY OF MEDICINES ON DAY TO DAY BASIS FOR LOCAL PURCHASE TO DIVISIONAL RAILWAY HOSPITAL, SABARMATI, AHMEDABAD – 380019**

**PREAMBLE AND SCOPE OF WORK:**

The Chief Medical Superintendent, Divisional Railway Hospital, SABARMATI, AHMEDABAD invites **OPEN IREPS** tenders for Rate Contract to supply of all the types of Medicines on day to day basis for emergency local purchase to Medical Stores of Divisional Railway Hospital, SABARMATI, AHMEDABAD round the clock (**24x7**) for a period of two years from the date of commencement of the rate contract, offering Maximum discount on MRP in terms of percentage.

The Estimated approximate expenditure towards the Local Purchase of all the types of Medicines from the empanelled vendors for the period of Two years is Rs. 1,21,23,244/-. On an average medicines worth approx. Rs 5,05,135/- are locally purchased through vendors per month .

**1. PROCESS OF TENDERING AND FINALIZATION OF OFFERS**

1.1 The Purpose of this Rate Contract is for supply of all the types of Medicines.

1.2 The Period of Contract is **TWO Years** from the commencement of the Rate Contract. In exceptional circumstances, to maintain continuity of the supply, period of rate Contract can be extended for a period maximum up to 3 Months at a time with the Approval of Hospital in Charge

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i.e., Chief Medical Superintendent and concurrence of

Associate finance. Total extension shall not be more than 06



months.

- 1.3 Mode of tendering is Single Stage Single Packet System with OPEN Tender through E-Tender on IREPS.
- 1.4 The Technical and Financial Evaluation of the offers will be made by THREE Member Tender Evaluation Committee constituted as per the existing Guidelines.
- 1.5 Reasonability of the discounts offered by the vendors will be assessed while deciding the tender by the THREE Member Tender Evaluation Committee.
- 1.6 To Avoid failure of supply in this hospital, as per the need, Rate Contract will be entered with more than one vendor for Local Purchase as per the need that is up to maximum with THREE VENDORS only. Decision regarding the number of vendors to be empanelled will be taken by the Hospital in Charge, i.e., Chief Medical Superintendent and this decision will be final.
- 1.7 Vendor offering maximum discount on MRP shall be considered for rate contract. If rate contract is to be entered with more than one vendor, discount offered by L1 should be counter-offered to other selected suitable higher bidders i.e., L2, L3 (as applicable) for acceptance. The bidders accepting the counter offers shall be finalized for placement of rate contract as per the predefined distribution cited para 2.8 below.
- 1.8 Quantity to be ordered against the rate contracts will be graded in relation to discounts offered by vendors. i.e., L1 will be awarded with maximum supply orders. In case of two vendors, distribution of orders (Value wise) will be in the ratio of 70: 30 on monthly basis for L1 and L2 respectively. In case of three vendors, the distribution of orders (Value wise) will be in the ratio of 60:25:15 on monthly basis for L1, L2 & L3 respectively. The final decision regarding distribution will be taken by the Tender Accepting Authority duly considering the extant rules.
- 1.9 The tender committee constituted for the purpose of

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finalization of this tender will evaluate the bids received for eligibility, techno-commercial suitability and financial suitability of the bids and gives its recommendations to the Tender Accepting Authority for its considerations through convener of the committee. The Rate Contract will be placed as per the acceptance of the Accepting Authority.

## 2. TERMS AND CONDITIONS OF THE TENDER

2.1 Vendor should ensure a valid IREPS registration throughout the contract period including the extended period if any and functional digital signature and ready to accept orders online and supply medicines with online transmission of documents related to supply made and submission of bills for payment in online mode.

2.2 Service Levels: Services should be available round the clock (24x7)

2.3 Supply

(a) Supply of items in retail/Local purchase should be made on the same day preferably before the closure of OPD, if the indent has been placed at least 4 hrs before closure of OPD timings. Items for which orders are placed before 13.00 hrs should be supplied and delivered before 16:00 hrs on same day to the hospital. In case of the orders placed after 13.00 Hrs, the same should be delivered before 12.00 Hrs of the next day. In case of life saving emergencies, vendor should be able to supply item on a short notice preferably within 2 hrs. of being intimated on phone/whatsapp/message/fax,etc. as decided by the Railway Administration time to time. The vendors should adopt with the interface required for Rly Hospital

Management Information System (HMIS).

(b) The successful vendor should supply the full quantity/quality of the Medicines being ordered with any

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specific requirement of brands if any as asked within the stipulated time frame.

(c) The vendor should supply the full quantity of Medicines and being ordered irrespective of the pack size/strip size of the item.

(d) The supplied Medicines should have adequate remaining shelf life.

#### 2.4 Facilities required at Establishment.

(a) Should have proper storage facilities for maintaining adequate stocks of Medicines as per the requirements of Drug Control Department.

(b) Cold Chain Facility should be available.

(c) Should have adequate stock of all the types of Medicines so as to deliver them to the Divisional Railway Hospital, Sabarmati Ahmedabad-380019 on short notice.

#### 2.5 Legal/Statutory Requirements

(a) Valid Drug License for storage and supply of the drugs as stipulated by the Gujarat State Drug Control Department should be available. (Copy of the Drug License along with Name, Reg. Number & Copy of the Certificate of the Registered Pharmacist should be submitted along with Tender)

In case of Distributor, the Name, Address and Educational Qualification of the Qualified Person whose name is available in the Drug License to be produced with tender.

(b) Should have the valid legal license stipulated by the local authorities to run the establishment. (Copy of such license should be attached along with the tender)

(c) Should have Valid GST Registration and should abide with all the GST norms at the time of billing. (Copy of the GST Certificate should be attached with the tender)

(d) Should have valid PAN Number (Copy of the PAN CARD should be attached along with the tender)

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(e) The Vendor must submit notarized affidavit stating that there is no conviction /case pending under the drug and cosmetic act and rules by the state Drug Control Authorities.

(f) The tenderers shall submit a copy of **notarized affidavit** on a non-judicial stamp paper stating that all their statements/documents submitted along with bid are true and factual. Standard format of the affidavit to be submitted by the bidder is enclosed as **Annexure-C**. Non-submission of notarized affidavit by the bidder shall result in summarily rejection of his/their bid. It shall be mandatorily incumbent upon the tenderers to identify, state and submit the supporting documents duly self-attested by which they/he is qualifying the Qualifying Criteria mentioned in the Tender Document shall submit a copy of notarized affidavit

- 2.6 The bidder shall be required to deposit Earnest Money of Rs. 2,42,470 /- (which is 2 % of the Estimated Tender Value) with the Bid in the form of DD in favour of Sr. Divisional Finance Manager, Ahmedabad Division, Western Railway to be payable at Ahmedabad. (As per RB letter no. 2004/RS(G)/779/11/Pt. Dated 23-12-2019 Vendors registered with Railways for supply of medicine, medical equipment and consumable shall be exempted from submission of EMD/SD for these item)

## 2.7 Financial Capability

- (a) Average Annual Turnover of the vendor for the last three completed financial years (FY 22-23, FY 23-24, and FY 24-25) should be equal or more than Rs. 1,81,84,866/-. CA certified turnover certificate should be attached with the tender.
- (b) Vendor should show profits in at least two out of the three last three financial years. Vendor should produce Balance Sheet/Profit-loss account of last three completed financial years certified by the CA along with the tender.

- 2.8 Vendor should produce the details of the existing services

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with other Government/Private/Corporate Hospitals. Document related to services along with Satisfactory Working Certificate from these organizations to be produced by the vendor at the time of bid.

2.9 Termination of Contract: Railway Reserves the right to terminate the rate contract any time without assigning any reason to vendor by the Tender Accepting Authority.

2.10 The Railway shall have the right to ask the vendor to show the purchase bill for the medicines to ensure genuineness of the items being supplied.

2.11 Railway reserves the right to send the drugs supplied in Local Purchase to be tested by the Govt. and other approved testing laboratories and if required, to inform Drug Controller for suitable action.

2.12 The offer of given discount on MRP will be valid for the entire period of validity of the rate contract including the extended period if any.

2.13 Vendor should indemnify the Railway administration for any loss or liabilities arising due to defective/sub-standard supplies by the vendor.

2.14 Packing and Delivery Requirements: Standard Packing norms based upon the Medicines should be followed as per the extant practice. Delivery should be made by the supplier in accordance with the Local Requirements.

2.15 The vendors participating should be in legal capacity to supply all medicines to Divisional Railway Hospital, Ahmedabad and not contravening any orders of any other Ministries or bodies formulated as per the directions of Govt. of India.

2.16 Vendor(s) should refrain themselves from any cartel/ring formation. Any cartel/ring formation will make the tenderer ineligible and decision of the tender committee will be final in this regard.

2.17 The Vendor(s)/his dedicated representative should be

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readily available on phone round the clock (24x7) to communicate various supply related subjects as well as to place emergency indent of life saving drugs.

### 3.0 Operation of Rate Contract

3.1 Supply order against the Rate Contract will be placed on the vendor(s) as per the criteria and periodicity fixed by the CMS based on the requirement and fulfilling the criteria in the tender document/contract. The periodicity will be decided by the competent authority as per the method described in para 1.8. Supply order shall be issued exercising Local purchase powers provided under IR MODEL SOP, Medical Matters, Part B Item no 7 a for Medical department in allocation 11023128 .

3.2 The Supply Order will be issued through Indian Railway Hospital Management Information System (HMIS) software interface or any other Interface as directed by the Railway Administrations time to time which may be introduced on later stage.

3.3 The Supply Order will be also placed through other modes such as hard copy/WhatsApp/Call or any other modes as suggested by the Railway Administration time to time.

3.4 The Vendor who is awarded with Rate Contract will be provided the access to Indian Railway Hospital Management Information System software interface or any other similar interface. Vendor should have the adequate software and hardware facilities to operate such software interface.

3.5 The Vendor will be able to see the Purchase Order placed against them and should be able to enter the required fields such as details of the Medicines being supplied and the details of the Invoices before executing the delivery.

3.6 The Vendor should enter these details with utmost care

*[Handwritten Signature]*  
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and precise in such a way that the details entered in Software should match with the Invoice in all sense.

3.7 The Vendor should supply the same quantity/brand/salt etc. as mentioned in the Purchase Order irrespective of the pack size. No alternative or substitute will be accepted. However, in case of no option, the indenting officer will obtain permission from hospital in charge i.e., CMS/ADI for accepting any alternative medicine or item in consultation with the treating Doctor.

3.8 Timeline of the supply should be strictly followed. The Supply should be made in two occasions in a day. The orders placed before 12.00 Hrs should be delivered before 16.00 Hrs of the same day. In case of the orders placed after 12.00 Hrs, the same should be delivered before 12.00 Hrs of the next day.

3.9 A receipt register will be maintained by the Hospital Administration which required to signed by the representative of the vendor at the time of making each deliveries. An acknowledgement of the same can be obtained by the vendor also if required.

3.10 If a vendor fails to supply as per the supply order placed as per the contract conditions of rate contract, that particular item will be procured from the next vendor due for the next supply order as per the criteria and periodicity policy already decided for placement of supply orders and the failure will be recorded in performance register against the defaulting vendor. If this arrangement fails and there is extreme urgency, the CMS will decide to purchase from open market. Any extra expenditure incurred in arranging the required items due to default of the vendor in supply shall be recovered from the defaulting vendor.

3.11 Performance register will be maintained at Stores and will be counter signed by the In charge Medical Officer. It will have record of all the failures in supplies, failure

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related to right quantity/quality/brand as asked for etc.

3.12 In case of any dispute arising out of the contract before going to Arbitration, the Chief Medical Superintendent/ADI will be the competent authority to decide the disputed issue.

3.13 Location related to the supply point Divisional Railway Hospital, Sabarmati, Ahmedabad- 380019.

3.14 Should follow statutory laws as laid down by central/state government authority for running the facility

4. **Payment Modes** : 100% payment against receipt, inspection and acceptance of material by the consignee at destination. Payment will be done only through online mode to the vendor's bank account. Vendors should provide necessary NEFT particulars in prescribed format for enabling the Railway Administration to clear the payment.

5. Any Clause which is not mentioned in the Tender document will be applicable as per IRS Condition of Indian Railways and its latest amendments (if any)

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