



**OFFICE OF THE DEAN & PRINCIPAL,  
MAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE HOSPITAL,  
BERHAMPUR-760004, GANJAM, ODISHA**  
[mkcgmch.bam@gmail.com](mailto:mkcgmch.bam@gmail.com) Website: [www.mkcgmch.org](http://www.mkcgmch.org)

No. 1164 /MCB-202/Welfare

Dt/Berhampur the 30/01/26

**TENDER CALL NOTICE**

The Dean & Principal, MKCG Medical College Hospital Berhampur- 760004, Dist. Ganjam, Orissa Invites sealed tenders in the prescribed proforma from the Registered and reputed Manufacturers, Authorized suppliers, Authorized Re-suppliers, Dealers, Stockiest and Wholesalers for "**Supply of Chemicals for Pathology Department.**" for M.K.C.G Medical College Hospital, Berhampur in two bid system.

The bidders may download the tender papers from websites: [www.mkcgmch.org](http://www.mkcgmch.org) . The last date of receipt of tenders through Regd. Post / Speed Post / Courier is on or before **13-2-2026 at 5.00** p.m. and will be opened on **13-2-2026 at 5.30 PM**. The date of opening may be differed/postponed in case of unavoidable circumstances.

The Dean & Principal, M.K.C.G Medical College Hospital, Berhampur reserves right to accept /reject/ cancel any or all the tenders in full or part without assigning any reason thereof.

  
**Dean & Principal**  
MKCG Medical College,  
Berhampur



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**TENDER PAPER**

**Terms and conditions:**

1. The tenderer should submit the tender in two bids i.e (i) Technical Bid and (ii) Price Bid. **The Technical bids** shall contain (1) Tender cost & Security Deposit (2) List of bided items (3) valid PAN CARD, (4) Up to date valid GSTN certificate as per the Govt. rule, (5) Up to date valid Drug licenses issued by the Drugs Controller, Orissa, (6) Valid ISI/ISO/GMP certificate, (7) Valid manufacturing license/Authorization certificate, for the items & (8). Up-to-date annual turnover Certificate (Average annual turnover more than 3 cores in last three years from Chartered Accountant).

**The Price bids** should contain (1) Name of Manufacturer/ Brands (2) Total discount to be offered on Printed price list of manufacturer (MRP). The intending tenderers should submit their tenders separately in two sealed covers duly super scribed as **Technical Bid for "Supply of Chemicals, Reagents, Diagnostic kits, Discs and Glass wares etc"** & **Price Bid for "Supply of Chemicals, Reagents, Diagnostic kits, Discs and Glass wares etc"** putting in a single sealed cover.

2. The sealed tenders in prescribed proforma should be super scribed as **"Tender for Supply of Chemicals, Reagents, Diagnostic kits, Discs and Glass wares etc."** are to be submitted in the office of the undersigned on or before **13-2-2026 by 5.00 pm** through Regd. Post / Speed Post/Courier and the tender will be opened on **13-2-2026 at 5.30 PM** in presence of either the tenderers or their authorized representatives in the office chamber of the undersigned. The tenders received beyond the scheduled date and time will not be considered under any circumstances.

3. The Tenderer should furnish the **EMD (NSC/FD) of Rs. 30,000/- (Rupees thort thousand)** only duly pledged in favour of the Dean & Principal, M.K.C.G Medical College Hospital, Berhampur from any nationalized bank or RBI Approved bank. The EMD will be returned to unsuccessful bidder and adjust as performance security deposit for successful bidder.

4. After finalization of the technical bids by the Committee, the price bid of the successful firms who qualify in the technical specification will be opened by the Committee on another date as fixed by the Dean & Principal in presence of either the tenderers or their authorized representatives. If any tender or their authorized representatives fails to turn up at the time of opening of the tenders, the process will continue as usual

  
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5.The tender documents should be clearly written/ typed without any corrections, interpolation and over-writings etc and each page of the tender should bear the **dated, signature** and **page number** of the tenderer.

6.The quoted rates should be in Indian Currency, both in words and figures against each items.

7.The price quoted should be final and shall not be subject to any escalation during the validity of the tender.

8. The tenderer should submit/ furnish a certificate in the tender to the effect that price quoted by him/ them is not more than the Open Market Price.

9. If the manufacturing firms are directly submitting the tender, they should not authorize any agent to quote for the same products simultaneously.

**10.** The tenderer should supply the chemicals, reagents, kits, discs and glass wares etc. of **PATHNSITU Pharma**

11.The tenderer should submit the attested authorization letter of manufacturers/ Principal firms, otherwise tender for the item will not be considered.

12.The chemical etc. to be supplied must have expiry of one year on the date of supply and they have to supply demo kit for quality assessment to different departments if required.

13.If any information or documents furnished by the tenderer found to be misleading/in correct at any stage their tenders will not be accepted.

14.The committee is not bound to accept the lowest rate and highest discount offer considering the technical aspects.

15.The rates so quoted should be on door delivery at respective department of M.K.C.G. Medical College, Berhampur, Dist-Ganjam, Odisha.

**16.** The tenderer should submit up to date **printed price list** of products after selection of the respective brands.

**17.** The committee will be accepted the highest discount offered by the firm/tenderer.

18.The tenderer should furnish up-to date Photostat copies of the Valid GST certificate as per Govt. rule, valid PAN Card, Valid ID proof, E-mail ID & Contact No, valid ISI/ISO/GMP certificate, Valid Drug Licenses, Valid manufacturing license/Authorization certificate, for the items.

19.The tender will be valid for one year from the date of approval and may be extended on review on mutual agreement with the same terms & condition subject to satisfactory performance/till finalization of next tender.

20.All legal disputes, if any relating to tender process are subject to jurisdiction in the courts of law situated at Berhampur, Ganjam, Odisha.

21.The Dean & Principal, M.K.C.G. Medical College Hospital, Berhampur reserves right to accept/ reject/ cancel any or all the tenders in full or part without assigning any reason thereof.

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22. The tenderer should adhere the terms & conditions and submit the bids in given prescribed proforma failing which the tender paper will be cancelled.
23. Tenderer who has been blacklisted in last one year either by the tender inviting authority or by any state Govt. or Central Govt. organization should not participate in the tender and the tenderer should submit the undertaking about of non blacklisted by any authority in stamp paper duly attested by notary.
24. The payment will be released subject to availability of funds.
25. To ensure sustained supply without any interruption, the Dean & Principal 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 items by any approved lowest quoted firm, the Dean & Principal can offer any of H-2 firms to supply at H-1 rate (highest discount approved rate) and procure the same items in H-1 rate sequentially.
26. No advance payment towards cost of items will be made to the supplier. Payment shall be made on receipt of the stock entry certificate on the body of the bill/invoice from the store.
27. The rate of discount (FLAT Discount) once offered in the Tender Papers is final and should not be altered at any cost. The firms will be approved for the financial year 2025-26 and the approved firm will have to supply, cost and publication details of the within 15 days from the date of issue of provisional order. The discount offered by the firm will be approved for three financial year. The highest discount is not the only criteria for selection of agency.
28. Tender evaluation shall not be solely based on price/discount offered. Evaluation shall be on a comprehensive basis including past performance, compliance record, technical capability, and financial stability. Only bidders with satisfactory past performance and no record of default shall be considered qualified.
29. Mandatory submission of past performance certificate(s) from previous customers/institutions for supply of books/medical journals within last 3 years in the technical bid. Bidders without satisfactory past performance certificates may be rejected at technical evaluation stage.



**Dean & Principal**  
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Berhampur



**PROFORMA FOR TECHNICAL BID**

Sl.No.	Name of Manufacturer/ Brand etc.	Documents to be attached (1) Valid authorization certificate of the principal firm (2) valid PAN CARD, valid Email ID & Contact No,(3) Up to date valid GSTN certificate as per the Govt. rule, (4) Up to date valid Drug licenses issued by the Drugs Controller, Orissa, (5) Valid ISI/ISO/GMP certificate, (5) up to date annual turnover certificate from C.A.(6) Past performance of last three years
1	2	3

**PROFORMA FOR PRICE BID**

Sl.No.	Name of Manufacturer/ Brand etc.	Total discount to be offered on Printed price list of manufacturer(Basic Price)
1	2	3

  
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**FRONT PAGE OF TECHNICAL BID****INFORMATION ABOUT THE BIDDER**

(To be attached in Cover "A" - Technical Bid)

Sl. No.	Particulars	Details	Document Page Sl. No.
1	Name of the Bidder		
2	Address of the Bidder		
3	E-mail ID of the Bidder		
4	Mobile No. [with Whatsapp] of the Bidder		
5	Details of Bank Account: [Attach cancelled cheque / 1 <sup>st</sup> page of pass book]  Name of Account Holder: Name of Bank with Branch: Account Type: Account No.: IFS Code:		
6	Bided item List		
7	Notarized affidavit in Rs 10/- Non-judicial stamp paper for not being blacklisted.		
8	Valid Authorization Letter from the Manufacturer or firm / Manufacturing License	No. _____ date: _____	
9	Valid GSTN Certificate	No. _____	
10	PAN details		
11	Aadhar No of the Tenderer / authorized representative		
12	Valid ISI,ISO,GMP Certificate	No. _____ date: _____	
13	Valid Drug License	No. _____ Valid to _____ Up _____	
14	Certificate to the effect that price quoted is not more than the Open Market Price.		
15	EMD of Rs. 30000/- (NSC/FD)		
16	Annual Turn Over Certificate		
17	Past performance certificate		

**N.B.:** Self attested copies of the relevant documents are to be attached with this document.

Date:

Place:

**Authorized Signatory****(Signature and seal of the Authorized Signatory)**

DR. A. & PRINCIPAL  
M.K.C.G. Medical College  
Berhampur (Gm.)

**To be Submitted in Technical Bid  
Authorization Letter**

No. \_\_\_\_\_ date \_\_\_\_\_

To

The Dean & Principal,  
MKCG Medical College Hospital,  
Berhampur

Sub: Authorization Letter

Ref: Tender Call Notice No. .... Dt

Dear Sir,

We .....are the original manufacturers of the Chemicals, Reagents, Diagnostic kits, Discs and Glass wares items having the registered office at.....(full address with mobile number & email ID & website),having factories at..... and .....do hereby authorize M/s. ....(name & address of bidder) as .....to submit bids.

We confirm that M/s..... (name of the bidder) is authorized to submit a tender and enter into a contract with for the above goods manufactured by as.

No company or firm or individual other than M/s..... are authorized to bid the specific Tender.

Yours faithfully

(Name)

For and on behalf of M/s.....  
(Name of the Manufacturers)

**Note: This letter should be on the original letter head of the manufacturer and should be duly signed by a person having the power of attorney to legally bind the manufacturer.**

  
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