

Lok Sabha Secretariat
Parliament Security Service

Tender Notice dated 25/11/2020 for registration of
Authorized Supplier for purchase of medicines/vaccines etc.

Sealed quotations are invited from Registered Medical Stores / Chemists & Druggists for registration as the authorized supplier for purchase of prescribed veterinary/human medicines, vaccines, dog biscuits and disinfectants on-demand basis by Lok Sabha Secretariat.

2. Firms authorized to supply the aforesaid items may submit sealed quotations clearly mentioning their official address, telephone nos. mobile no. E-mail ID along with necessary documents to Room No.47, Central Command Station, Parliament House, New Delhi-110001 within 15 days from the date of publishing of this notice. The sealed quotations should reach this office latest by 1300hrs on 09/12/2020 and will be opened on the same day at 1600hrs at the above mentioned address in the presence of the authorized representative(s) of the firm(s) who may like to be present on the occasion. Full particulars of the nominated representative(s) may be forwarded by the participating firms on the official E-mail ID of Lok Sabha Secretariat i.e., CCS-LSS@SANSAD.NIC.IN latest by 1400hrs on the day of opening of the sealed quotations.

3. Applications with incomplete details will be summarily rejected. The registration shall be valid for a period of 03 (Three) years. The Secretariat reserves the right to reject or accept the registration letter of any party without assigning any reason.

4. The terms & conditions for registration are enclosed as Annexure-I.

Joint Director (S) CCS

Terms & Conditions for registration of authorized supplier for purchase of medicines/vaccines, dog biscuits and disinfectants.

- (a) The registration is for a period of 03 (Three) years.
- (b) The registration may be terminated by Lok Sabha Secretariat at any time during its currency by serving one month's notice.
- (c) Since it is mandatory for registered suppliers to be boarded on the Government e-Market Place (GeM) as and when the item or service gets listed on GeM, the registration in such a case may also be terminated by the Secretariat.
- (d) Sealed quotations submitted should indicate the percentage of flat discount offered on the Maximum Retail Price (MRP) for supply of veterinary/human medicines, vaccines, dog biscuits and disinfectants. The discount percentage offered on the MRP should be valid for a period of 03 (Three) years from the date of registration.
- (e) The firm offering highest discount among the accepted quotations shall be considered as L1 and recommended for registration as the authorized supplier. Registration date shall commence from the next date of award of contract.
- (f) Prescribed medicines/vaccines, dog biscuits and disinfectants demanded by Lok Sabha Secretariat shall be supplied by the authorized supplier on credit basis at the competitive rates as offered in the quotation along with bills.
- (g) Payments shall be made to the firm's bank account through electronic mode after receipt of items with bills and after according approval of the competent authority. Processing of payment would normally take 2-3 weeks.
- (h) If the required items are not available with the registered supplier, then the supplier is required to arrange the same from any other source at the same discount as it is offered in the quotation.
- (i) At the end of the term, the registered supplier is required to apply afresh to Lok Sabha Secretariat for registration with other competing firms.