



(A Government of Puducherry Institution)
INDIRA GANDHI MEDICAL COLLEGE AND RESEARCH INSTITUTE
(Unit of Perunthalaivar Kamarajar Medical College Society)

Vazhudavur Road, Kathirkamam, Puducherry – 605 009 Ph: 0413-2277289

Email: puducherrymedicalcollege@gmail.com

TENDER NOTIFICATION

Terms and Conditions of Tender for the Supply of following Medical consumables and 1 No. of Ophthalmology Medical Equipment for use of Department of Ophthalmology in the Indira Gandhi Medical College & Research Institute, Kathirkamam, Puducherry.

Sl. No.	Name of the Item		Qty.	
1	Intra-Ocular Liquids, Gases, Sutures for Vitreo-Retinal Surgery and Silicon Belts and Bands (13 items of consumables as per the enclosed list).		1 No.	
	1	Expandable Gas C3F8		5 Vials
	2	Expandable Gas SF6		5 Vials
	3	Silicon Oil 1500 CST		20 Vials
	4	Silicon Oil 5000 CST		20 Vials
	5	PFCL (Perfluoro Carbon Liquid)		20 Vials
	6	Inj. Triamcinolone Acetonide 40 mg/ ml (1 ml)		50 Vials
	7	Brilliant Blue G 0.05% w/v (1 ml)		20 Vials
	8	5-0 Polyester Green Braided Suture (Model E5102)		20 Boxes
	9	7-0 Polyglycolic Acid Violet Braided Suture (Model A7102)		20 Boxes
	10	240 Band Silicon Belt Buckle		20 Nos.
	11	276, 277 & 279 Silicon Tyres		5 Nos. each
	12	Gore-Tex CV 8-0 Double Armed Sutures		5 Boxes
	13	9-0 Prolene Double Armed Suture with Straight Needle		5 Boxes
2	Auto Refractometer		1 No.	
Detailed Specifications are enclosed herewith				

01) Tenders should be submitted through on-line in the prescribed form (Notice Inviting Tender) from **15.07.2026 @ 11.00 hrs upto 17.00 hrs on 24-07-2026** in official website <https://pudutenders.gov.in> as specified therein. The tender details, terms and conditions and specifications, time schedule may also be downloaded from the website <https://igmcricri.edu.in> for reference only.

02) Apart from submitting online tender, each tenderer (for Technical Bid) should submit the hard copy in a single cover and details of Tender fee & EMD super scribing "relevant name of the equipment - (Item Name)" (for example: Basic Slit lamps with applanation tonometer.) in a separate cover and to reach the Chairperson, Tender Committee, Indira Gandhi Medical College & Research Institute, Puducherry, Vazhudavur Road, Kathirkamam, Puducherry-605009 on or before **27-07-2026 at 17.00 Hrs.**

- 03) Tenders will be opened by the Tender Committee on 28-07-2026 at 1st Floor, Admin Wing, Indira Gandhi Medical College and Research Institute, Vazhuthavur Road, Kathirkamam, Puducherry - 605 009.
- 04) The Chairperson, Tender Committee (Director of Indira Gandhi Medical College and Research Institute) is competent to accept the tender in whole or part and also have the right to reject any / all the tenders without assigning any reason there for.
- 05) Every Tenderer must go through the terms and conditions carefully and understand themselves before submitting their tender. Any request that the conditions have not read or understood properly will not be entertained later.
- 06) The Tenderer shall be the manufacturer of the item offered or Authorised Dealer of the manufacturer or Direct Importer of the item. The Authorised Dealer shall enclose a copy of the letter of appointment for Authorised Dealership issued by the manufacturer along with the Tender. The Direct Importer shall enclose tender, a copy of the letter of authorization issued by the manufacturer and also a copy of the valid import license issued by the competent authority along with the tender.
- 07) The DIRECTOR, Tender Committee / the Indenting Officers of IGM&RI has the right to increase or decrease the quantity of the articles mentioned in the schedule or not to order any quantity or any number of any such articles at all during the period of tender/contract.
- 08) Any attempt on the part of the Tenderer or their agent to influence the department will disqualify such tender.
- 09) The Companies / Firms which have been blacklisted by any State Government / Central Government / its procurement agencies should not participate in the tender. However the participants should give an undertaking that they have not been blacklisted by any State / Government / Central Government / its procurement agencies. Any violation of Tender norms may lead to blacklisting of the Tenderer by the Institute for 3 years.
- 10) The tenderer should pay Rs.1000/- as Tender Fee in the form of Demand Draft drawn on any nationalized bank, in favour of the Director, Indira Gandhi Medical College and Research Institute, Payable at Puducherry. The DD will be taken only in the name of the firm without fail and should be submitted along with the submission of Technical Bids.

11) The tenderer must pay EMD of Rs.20,000/- by way of Demand Draft drawn on any nationalized bank, in favour of the DIRECTOR, IGMCRI, PUDUCHERRY, Payable at Puducherry. The name & Seal of the firm has to be written on the reverse of the Demand Draft without fail. The EMD should be submitted along with the submission of Technical Bids. No interest will be paid on E.M.D.

Documents to be submitted for EMD Exemption:

1. A valid MSME/NSIC registration certificate or equivalent government-authorized exemption document.
 2. A formal request letter seeking EMD exemption.
 3. Any additional documents specified in the tender conditions.
- 12) The earnest money will be returned to the unsuccessful tenderers, but retained in the case of successful tenderer for adjustment towards security deposit @ 10% required to be paid by the successful tenderer for due fulfillment of the contract.
- 13) Income Tax Clearance Certificate for the last three years i.e., from 2022 - 2023 to 2024-2025 should be enclosed with the tender, failing which the tender will be rejected. If the tenderer is not an Income Tax assessee, a non-assessee certificate issued by the Income Tax Department should be enclosed. **Permanent Account Number (PAN)** of the Income Tax, GST registration / TIN should also be enclosed.
- 14) The supply should be made at the supplier's own risk, if damages and breakages occurring in transit, the articles thereof should be replaced. No insurance charges will be payable.
- 15) The firms should quote the basic price of the items separately and the other taxes and duties only as mentioned in the Bill of Quantity (BOQ) of the Tender Schedule.
- 16) The rate quoted should be valid for a period of **one** Year from the date of submission of tender by the concerned firm.

THE FIRMS ARE REQUIRED TO QUOTE THEIR LOWEST RATES COMPARABLE TO THE RATE QUOTED FOR OTHER INSTITUTIONS ELSEWHERE. THE QUOTED RATE, IF FOUND AT A LATER DATE TO BE HIGHER COMPARED TO THE RATES OFFERED TO ANY OTHER INSTITUTION, THE DIFFERENCE IN COST WILL BE LIABLE TO BE RECOVERABLE / ADJUSTED FROM THE EMD ETC., OF THE SUPPLIER FIRM.

17) Tenderer will not be allowed at any time and on any ground whatsoever, any claim for revision or modification of the rate quoted by him during the currency of the tender/contract period.

- 18) Tenderer not stipulating the period of delivery and tenderer with price variation clause / subject to prior sale conditions shall be rejected.
- 19) Exact amount / rate, should be quoted in Indian currency, by the firms and no change at a subsequent date is allowed due to the change in the convertibility of Indian rupees.
- 20) The supply should be delivered within a 30 days from the date of issue of supply order. In case of delayed delivery, the order will be treated as withdrawn; unless otherwise the delivery time is extended by the indenting officer.
- 21) Selection of tenders would very much depend upon the efficacy / quality of the products offered. Sample / Demonstration if required, should be produced / arranged before the DIRECTOR at the expense of the Tenderer. The Tenderer shall be bound to deliver all the articles in such quantity or numbers and within such time as the DIRECTOR, Tender Committee / Indenting Officer shall from time to time direct during the currency of the contract. All articles shall be subject to inspection and acceptance or rejection by the DIRECTOR, Tender Committee / Indenting Officer.
- 22) The price to be quoted shall be "Firm" in all respects and for delivery F.O.R destination - PUDUCHERRY and should cover Excise Duty, Packing, Forwarding, Transportation, all incidental charges and insurance etc., No advance payment will be made except, for import items for which Letter of Credit (L.C) has to be submitted.
- 23) All items should be supplied strictly in accordance with the approved specifications. The article supplied by the Tenderer which in the opinion of the Director, Tender Committee / Indenting Officer is found faulty or unfit for use shall be rejected. The opinion of Director thereon in all respects will be final and conclusive and altogether operative and binding on the Tenderer and shall not be open or subject to question or dispute by the Tenderer on any ground whatsoever. If the equipment is/are not satisfactory and do not meet the specification offered by the firm the same will have to be removed from the institution immediately after receipt of intimation at the firm's own expenses. If not, the equipment will be sent to the firms by this Institute & the charges towards transport and other incidental charges will be recovered from Security Deposit amount paid by the firm.
- 24) The item supplied in lieu of or in substitution of rejected equipment shall in like manner be subject to inspection or rejection and removal as often as the DIRECTOR, Tender Committee, shall consider necessary.
- 25) The firm (Supplier) shall submit bill (in duplicate) along with an advance stamped receipt immediately after execution of the supply order in full, for

○ arranging payment. The payment will be made on receipt of said equipment at site in good condition / commissioning of the equipment and inspection of the Technical Advisory Committee, subject to fulfillment of all other terms and conditions of agreement to be entered into subsequently.

26) PAYMENT TERMS: Payment shall be made on receipt of the item on time of supply and complete in all aspects. No advance payment will be paid.

27) The tenderer shall invariably furnish the GST & PAN certificates with their bills along with account details for payment.

28) In case of any difference or dispute arising in connection with this contract, all legal proceedings relating to the matter shall be instituted only in the court within the jurisdiction of the Union Territory of Puducherry.

29) The tenderer should accompany the Questionnaire with the undertaking enclosed duly filled and signed. Failure to do so, will lead to non-consideration of the tender.

30) The BOQ template should not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only.

31) EVALUATION OF BIDS: The Committee constituted by the Department will evaluate the Technical Bid. The specification offered by the companies will be evaluated based on the specification of the Department. Based on the Technical Evaluation, the Financial Bid of such short-listed companies will be opened for further evaluation. The bidders or their representatives shall be called for opening of the Technical Bid.

32. The bidder shall submit a detailed Technical Compliance Report against each specification prescribed in the tender document, clearly indicating compliance or deviation with supporting documentary evidence, product brochures, catalogues and technical literature. Failure to furnish the Technical Compliance Report or submission of incomplete or misleading information shall render the bid liable for rejection during technical evaluation.


Dr. C. UDAYASHANKAR
CHAIRPERSON,
TENDER COMMITTEE

QUESTIONNAIRE

1.	Name & Designation of the contact person with signature	
2.	Name and Address of the Tenderer	
3.	Name/ Address of the Tenderer to which supply order to be made and bills to be settled	
4.	Phone No : Land line number (functional between 9 am and 5pm)	
5.	Mobile No of contact person (available from 9am to 6pm)	
6.	Fax No of the Tenderer	
7.	Email ID of the Tenderer	
8.	Email ID of the contact person	
9.	Local supplier/Distributor in Chennai/ Puducherry or any other place (complete address should be written)	

If there is any change in the above details, I will immediately intimate you by speed post or fax or email

I..... hereby declare that the details given above are true to the best of my knowledge and I have thoroughly read and understood the terms & conditions of the tender and shall abide by the rules.

Dated:

Signature
(Name with designation and seal)

LIST OF DOCUMENTS TO BE ENCLOSED

Sl. No	Name of the Document	Whether enclosed
1.	Company/Firm Licence	
2.	Authorized Dealer authorization letter (if applicable)	
3.	Last 3 Years Supply Details	
4.	Performance Certificates	
5.	Hard copies of all the Tender Documents	
6.	Tender Fee and EMD by way of Demand Draft	(Please provide details)
7.	Copy of acknowledgement of Income Tax return for the year 2022-23 to 2024-25 (3 Years)	
8.	Copy of Pan card	Please provide details)
9.	Copy of GST	Please provide details)
10.	Questionnaire (Whether submitted Yes/No)	
11.	The Terms and Conditions of the e-tender should be sealed and signed by the tenderer and to be attached with the Technical bid	
12.	Tender should submit the Technical Specifications with compliance report along with your Offer Model with full Specification (Seal & Signature in every page) with Product Catalogue	

Other Terms & Conditions:

1. *Demonstration: Representative from the bidder or seller before finalization of tender should be able to demonstrate the model offered when called for by the administration.*
2. *Availability of service Centre: Must have a functional service center within consignee location.*
3. *OEM or Authorized Seller of OEM should have a registered office in India to provide after sales service support in India.*
4. *Wherever Authorised Distributors are submitting the bid, Manufacturers Authorization Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid.*
5. *The bidder or the OEM of the offered products must have CE and ISO certification.*
6. *Before supply the item, the preview/demo is must, if requested by the HOD concerned.*

*Tender will not be considered if any or all of the documents mentioned above is/are not submitted.

TENDER DETAILS

Critical Dates Field	Date	Time
Publishing Date	15-07-2026	11:00 Hrs
Document Download / Sale Start Date	15-07-2026	11:30 Hrs
Seek Clarification Start Date	15-07-2026	12:00 Hrs
Seek Clarification End Date	20-07-2026	17:00 Hrs
Bid Submission Start Date	15-07-2026	11:30 Hrs
Bid Submission Closing Date	24-07-2026	17:00 Hrs
Bid Hard copy Submission Last Date	27-07-2026	17:00 Hrs
Bid Opening Date	28-07-2026	11:00 Hrs

Place of opening of Tender : First Floor, Admin Block, IGMCR&RI
Puducherry-605009.

Address for Communication : The Director,
Indira Gandhi Medical College &
Research Institute, Kathirkamam
Puducherry - 605001.
Phone: 0413-2277289 (Ext. 3052)
Email: puducherrymedicalcollege@gmail.com &
igmcricri.py@gov.in

Contact for any clarification : e-Procurement Cell, 3rd Floor, Chief Secretariat
& assistance in e-bidding Puducherry. The Help Desk number is (0413 - 2220225).


Dr. C. UDAYASHANKAR
CHAIRPERSON,
TENDER COMMITTEE