



GOVERNMENT OF WEST BENGAL
OFFICE OF THE MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
MALDA MEDICAL COLLEGE & HOSPITAL
MALDA

Memo No-MSVP/MMCH/6832

Dated, Malda, the 03/09/2026

Section I: NOTICE INVITING QUOTATION (NIQ)

Quotation is invited for Vendor selection supplying of Medicine to MMC&H, Malda. The Vendor shall quote a "Rate" of the total cost of Medicine. (Rate should be quoted Including GST, No additional charges, taxes etc. will not to be paid.)

General Information about the Quotation:

- (a) Office of Issue : MMC&H, Malda
(b) Place of Opening the Quotation : MMC&H, Malda
(c) Address for communication : Same as above (a)

The Quotation Committee has reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof.

2. Date and Time Schedule of Quotation :

Sl. No.	Particulars	Date & Time
1	Date of publishing N.I.Q. & other Documents	03/09/2026
2	Bid documents purchase start date	03/09/2026
3	Bid documents purchase Last date	11/09/2026, 1 pm
4	Bid documents submission start date	03/09/2026
5	Bid documents submission last date	11/09/2026, 1 pm
6	Bid opening date for Technical Proposals	11/09/2026, 1 pm
7	Date of opening of Financial Proposal	To be notified latter

• Quotation should be submitted along with the following documents.

1. Trade license up to date, 2. Drug License, 3. GST & up to date return, 4. Income Tax return (last 3 years) 5. P. Tax clearance certificate up to date, 6. Pan No. 7. Credential.

2. Terms & Conditions

- Rate of the item should be quoted as per proforma and should not exceed the prevailing market Rate (MRP).
- Medicine have to be supplied to the office of the undersigned, on emergency basis from the date of issue of work order at their own cost by the approved vender & No transport and other charges will be allowed.
- Three copies of both challan & Bill should be submitted and one extra copy of each "marked Not for Bill" to be submitted at the time of supply.
- **Quotation** forms will be available from the O/o the MSVP Office, MMC&H, Malda from 03/09/2026 05 PM to In all working days with effect from 03/09/2026 to 11/09/2026 (1 P.M.).
- Intending bidder may submit bid against each item in two separate envelope for Technical & Financial bid.
- Only qualified technical bid will be considered for opening of financial bid.

- For detailed query, if any, intending bidders are requested to contact with MSVP Office, MMC&H, Malda on any working day at any time during office hours.
- Bidders may visit the websites <https://www.malda.gov.in> & www.wbhealth.gov.in Bid Documents will be procured from MSVP office, MMC&H, Malda. **Any subsequent notice regarding this Quotation shall be uploaded on the website only.**
- In the event of any of the above mentioned dates being declared as a holiday for the MSVP, MMC&H, Malda, the **Quotation** will be opened on the next working day at the appointed time.
- **Quotation** will be in two parts- i) Technical & ii) Financial. Only qualified technical bid will be considered for opening of financial bid.
- **Mandatory Testing:** All medicines offered in the bid must undergo thorough testing to ensure their quality, safety, and efficacy. Before supplying medicine's.
- **Submission of Test Reports:** Comprehensive test reports for the medicines must be submitted as part of the bid documents. These reports should be from an accredited laboratory and comply with relevant standards.
- **Inclusion in NIQ:** All terms and conditions, including the requirement for testing and submission of test reports, must be explicitly stated in the Notice Inviting Quotation (NIQ) to ensure transparency and compliance.

Essential Medicine:-

1	Leptospirosis IgM Kit (Box of 96 Wells)	02 Box (Approx)
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Sealed **Quotation** will be opened on 04/07/2025 at 1 pm at the office of the undersigned. The selection committee members & Bidders are hereby requested to be present at 2 pm at the office of the undersigned.

Medical Superintendent cum Vice Principal
Malda Medical College & Hospital, Malda

Memo No-MSVP/MMCH/ 6832/1(15)

Dated, Malda, the 03/09/2024

Copy forwarded for information & necessary actions please :-

1. The D.M.E West Bengal, Swasthya Bhvan, Kol-91.
2. The D.H.S West Bengal, Swasthya Bhvan, Kol-91.
3. The District Magistrate, Malda for information.
4. The Principal, MMC, Malda.
5. The ADM (G), Malda for information.
6. The Additional Medical Superintendent, MMC&H, Malda.
7. The District information & Cultural officer, Malda.
8. The Account Officer, MMC&H, Malda.
9. The Account Office, Malda MC, Malda.
10. The Dy. Superintendent, MMCH, Malda.
11. The Nursing Superintendent, MMC&H, Malda.
12. The All Assistant Superintendent (NM), MMCH, Malda.
13. The D.I.O.N.I.C Malda for uploading in notice Website Malda, (www.malda.gov.in)
14. The Store In Charge, (Equipment+ Medicine), MMC&H, Malda
15. Notice Board of this office.

Medical Superintendent cum Vice Principal
Malda Medical College & Hospital, Malda

(QUOTATION APPLICATION FORM)

To
The M.S.V.P
MMC&H, MALDA

Sub: - Submission or rate your invited Memo No-

Sir,

As per your invited Memo No-

Dated-

we are submitting our best possible rate.

SL No	Name of the Medicine	Rate	Rate of Medicine Rate should be quoted Including GST, No additional charges, taxes etc. will not to be paid.
1	Leptospirosis IgM Kit (Box of 96 Wells)	Per Box.	

Thanking you

Respectfully