

**SHREE SAIBABA SANSTHAN TRUST, SHIRDI**

POST : SHIRDI – 423 109

TAL : RAHATA, DIST : AHILYANAGAR (MS)

TELEPHONE NOS. (02423) 258671 / 676

E-mail : [hospital.purchase@sai.org.in](mailto:hospital.purchase@sai.org.in)

[hospital.store@sai.org.in](mailto:hospital.store@sai.org.in)

Website : <http://www.shrisaibabasansthan.org>

Link to Website : [www.mahatenders.gov.in](http://www.mahatenders.gov.in)

**Tender Cost : Rs. 11,000/-**  
(Not refundable)

**EMD Amt.: Rs.1,11,000/-**

**Purchase of Laboratory Chemicals & Material for**  
**Shree Saibaba & Sainath Hospital.**

**E-TENDER DOCUMENT**

**Dates For Submission of Tenders :**  
23/04/2026 FROM 10 A.M. TO 13/05/2026, 5 P.M.

NAME OF TENDERER:

ADDRESS:

## **SHREE SAIBABA SANSTHAN TRUST, SHIRDI**

The Chief Executive Officer, Shree Saibaba Sansthan Trust, Shirdi hereinafter referred to as "Purchaser" invites the following online tender as given in table. The tender document can be downloaded from the website <http://www.mahatenders.gov.in>

Interested eligible Tenderers may obtain further information of technical specifications, required quantities and other terms and conditions applicable for procurement of enclosed items from the e-tendering Website: <http://www.mahatenders.gov.in>

### **E-TENDER SCHEDULE**

All bids-related activities like Tender Document Download, Bid Preparation and Hash submission, bid submission and transfer of EMD and other documents will be governed by the time schedule given under Key Dates below:

Online Publish Date :	23/04/2026
Pre-bid Meeting Date :	27/04/2026 Time 11.00 A.M.
Venue -	Sai Sabhagruha, Shirdi.
Online Document Download, Sale & Submission opening Date :	23/04/2026
Online Document Submission closing Date:	13/05/2026 Time 05.00 P.M.
Online Technical Bid Opening Date	15/05/2026 Time 11.00 P.M (If possible it)

1. The Tenderer can get digital signature from any one of the certifying Authorities (CA's) licensed by the Controller of Certifying Authorities namely Safes crypt, IDRBT, National Informatics Centre, TCS, Customs, MTNL GNFC and eMudhra.
2. The payment of EMD amount & Tender Form cost should be made separately by online to [www.mahatenders.gov.in](http://www.mahatenders.gov.in).
3. The tenders shall be rejected summarily upon failure to follow procedure prescribed in the Tender document. The tenders with suppliers conditions shall be rejected without any explanation.
4. **Online Commercial bid shall be opened as per e-tendering procedure after opening of Online Technical Bid only if contents of Technical Bid are in accordance with the tender conditions stipulated in the tender document. Likely date and time of price bid opening will be intimated to you electronically by the purchaser separately to the eligible tenderers.**
5. After tender allotment committee meeting, the tenderer can be called for the negotiation.
6. Recommendations will be made to Higher Authorities and to Purchase Committee for sanction of the contract, as decided by tender committee meeting.
7. After sanction by the Higher Authorities or Purchase Committee, issuance of the acceptance letter to successful tenderer will be carried out.
8. The Sansthan Administration reserves the right to increase or decrease the quantity to be purchased and also reserves the right to cancel or revise the tender or part of tender without giving any reasons thereto, at any stage of tender.

## TECHNICAL BID

The copies of the following original documents should be scanned & uploaded online.

Sr.No.	Documents to be Uploaded
	<b>PART - I</b>
1	Details of the Tenderer (As per Annexure I)
2	Notarized Affidavit on Rs.500/- Stamp Paper. (As per Annexure II)
3	Acceptance Letter by the Tenderer. (As per Annexure IV)
	<b>PART - II</b>
4	Last three years audited annual turnover of tenderer on the letterhead of the CA (As per Annexure III). (Minimum Avg. Annual Turnover should be as per clause No.4 of tender Terms & Conditions)
	<b>PART - III</b>
5	PAN & GST Registration Certificate of Tenderer.
6	No conviction from local FDA for Distributor.
	<b>PART - IV</b>
7	Shops and Establishment License of the Distributors / Valid FDA Drug License certificate / Valid Company Registration Certificate / Drug Manufacturing Licences / I / E Licences .
	<b>PART - V</b>
8	WHO GMP / CE of European Notified body/ US FDA/BIS / ISO Certification of the manufacturer.
9	Authorization Letter of manufactures. (for the distributors)
10	List of names of all Directors / Partners with complete residential & business address, Telephone No./ Mobile No., E-mail ID along with their signature on the letter head of tenderer.
11	Details of the tenderer, viz RTGS / NEFT Banking Payment (As per Annexure "V")

## SHREE SAIBABA SANSTHAN TRUST, SHIRDI.

AT. PO. SHIRDI. - 423109

TAL. RAHATA DIST. AHILYANAGAR (MS)

### E-TENDER

#### **E-Tender for Supply of Laboratory Chemicals & Material for Shree Saibaba & Shree Sainath Hospital.**

#### **TERMS AND CONDITIONS**

**Please read the Terms & Conditions carefully before uploading the tender.**

- 1) Affixing of digital signature at any one place, in the Tender document while submitting the Tender shall be deemed to mean acceptance of the terms and conditions contained in the tender document, as well as confirmation of the bid offered by the tenderer, which shall include acceptance of special directions / terms and conditions if any.
- 2) Tenderer should mentioned the brand name (if available), name of manufacturer, Mfg, Lic. No. of the product offered against every item. The rate for imported item must be offered in Indian Rupee. No rate revision shall be permitted on the basis of the exchange rate fluctuations during the contract period. Supply should be made from fresh stock; the supplied items should bear minimum seventy five percent of the shelf life at the time of delivery & receipt at the medical store of the Sansthan. Tenderers shall note that the Provisions of Essential Commodities Act 1955 and Order issued thereunder shall be specifically adhered to.
- 3) Eligibility Criteria - The Bidder must be a primary manufacturer/ Importer /Company Authorised Distributor having valid drug manufacturing licence for manufacturer & applicable valid drug licence for authorised distributor & import - export licences for importer for the items quoted. Henceforth, manufacturer /importer or Company Authorised Distributor hereinafter named as tenderer. **Loan Licence / third party manufacturers are not eligible for bidding.** Manufacturer will be solely responsible for all types of quality issue even if the supplies are made by the distributor.
- 4) Minimum Average Annual Turnover should be as under -

Sr. No.	Items	Minimum Avg. Annual Turnover
1	Laboratory Chemicals & Material	Rs.61,00,000/-

- 5) Last three years audited annual turnover of tenderer on the letter head of the CA (as per Annexure III).
- 6) Tenderer (manufacturer) must have valid WHO GMP / CE of European Notified body/ US FDA/BIS / ISO Certification of manufacturer.
- 7) Tenders are not allowed for the product (s) for which the Firm is / was found guilty of malpractice, misconduct, or blacklisted / debarred either by Public Health Department, Govt. of Maharashtra or by any local authority and other State Government/Central Government's organizations in the past three years for item quoted. No guarantee is given for issue of order of total quantity mentioned in the tender document. Valid no conviction certificate from local FDA not more than 1 year old at the time of bid submission.
- 8) All tenderers must disclose the names of their partners, if any in the particular contract.
  - A. Firms with common proprietor / partner or connected with one another either financially or as principal and agent or as master and servant or with proprietor /partner closely related to each other such as husband, wife father/mother and son/daughter and brother /sister shall not tender separately under different names for the same contract.
  - B. If it is found that firms as described in clause 8A have tendered separately under different names for the same contract, all such tender (s) shall stand rejected and tender deposit of each such firm/establishment shall be forfeited. In addition such firms/establishment shall be liable, at the discretion of the Chief Executive Officer for further penal action including blacklisting.
  - C. If it is found that closely related persons as in clause 8A have submitted separate tenders/quotations under different names firms /establishment but with common address for such establishment/firms and /or in such establishment/firms though they have different addresses, are managed or governed by the same person / persons jointly or severally, such tenderers Shall be liable for action as in clause No.8B including similar action against the firms/ establishments concerned.
  - D. Any tenderer failing to disclose information as indicated in 8A to 8C thus violating clauses, shall render himself liable to have his EMD forfeited and the contract, if entered into, and cancelled at any time during its currency. Further it shall invite penal action including black listing against the Tenderer as well as related firm/establishments.

- 9) If any tenderer wishes to lodge a complaint against another tenderer regarding submission of false documents, information etc., the tenderer should submit the complaint before the opening of the Commercial Bid along with online payment of the deposit of Rs.50,000 (Rupees Fifty Thousand only) in favour of Chief Executive Officer, Shree Saibaba Sansthan Trust, Shirdi. The Chief Executive Officer reserves the right to forgo the said deposit amount depending on the prima facie of the case. This issue will be submitted to Appeals Committee (Medical Director, Dy Medical Director, Purchase Manager, Store Manager, Finance Manager & two Doctors) along with the facts. The amount so deposited shall be refunded, if after scrutiny the complaint is found to be true by the Appeals Committee. **However, if the complaint found to be false and malafide the deposit will be forfeited on the discretion of the Chief Executive Officer. No interest shall be paid against this deposit.** Any complaint received after price bid opening will not be entertained.

10) **PRE-BID MEETING:**

If required by the Santhan, (Purchase Cell) and depending upon the requirement, the pre-bid meeting will be held at the date, time and venue mentioned in the e-Tender Notice.

Tenderers shall note that any corrigendum issued regarding this tender notice will be published on the [www.mahatenders.gov.in](http://www.mahatenders.gov.in) portal only.

Any amendment to the tender will be placed on the e-tendering website of [www.mahatenders.gov.in](http://www.mahatenders.gov.in), and the pre bid amendments herein called common set of deviations (CSD) should be downloaded by the tenderer and the tenderer should upload these signed & stamped CSD along with the tender Terms and Conditions as they form a part of tender.

- a) The tenderer will not be communicated separately regarding the amendment.
- b) In the case there is a single response to this tender, the committee will be within its right to take action as per instructions prescribed in G.R.No.SPO-2014/Pra.Kra.82/Part-III/Industry-4,Dt.-01.12.2016 issued by the Industry, Energy & Labour Department, Mantralaya, Mumbai- 32. Non-attendance at pre-bid meeting shall not be a cause for disqualification of a tenderer. The suggestions/ objections received in pre-bid meeting may not be considered, if the same are not in consonance with the requirement of the tender/project. The Sansthan reserves the right to reject the same.

**11) Amendment of the tender document**

- 11.1- At any time prior to the deadline for Sale of tender, the Sansthan may amend the tender documents by issuing Addenda/Corrigendum.
- 11.2- Any addendum/corrigendum as well as clarification thus issued shall be a part of the tender documents. And it will be assumed that the information contained in the amendment will have been taken into account by the Tenderer in its tender.
- 11.3- To give prospective Tenderers reasonable time in which to take the amendment into account in preparing their tenders, the Sansthan shall extend, at its discretion, the deadline for submission of tenders, in which case, the Sansthan will notify all Tenderers by placing it on website of the extended deadline and will be binding on them.

**12) Opening of the tender:**

On the date and time specified in the tender notice following procedure will be adopted for opening of tender for which tenderer is free to attend himself or depute an authorized person as his representative.

- 12.1- Opening of Technical Bid - Technical bid of the tender will be opened in the presence of tender opening authority and in the presence of tenderers / their representatives through e-tendering procedure.
- 12.2- Opening of Commercial Bid - This bid shall be opened as per e-tendering procedure after opening of Technical bid. Likely date and time of commercial bid opening will be seventh working day after completion of scrutiny of the technical bid. In case of change in time and date, the changed time and date will be communicated electronically by the Sansthan separately to the eligible tenderers of Technical bid.

**13) Earnest Money Deposit (EMD) :**

- 13.1- All tenders must be accompanied with Earnest Money Deposit (EMD) for the amount as under-

Sr. No.	Items	EMD (Rs.)
1	Laboratory Chemicals & Material	1,11,000/-

- 13.2- The amount of the EMD should be paid online - [www.mahatenders.gov.in](http://www.mahatenders.gov.in)
- 13.3- The bids submitted without EMD will be summarily rejected.
- 13.4 -The Tenderer shall not be entitled for any interest on EMD amount.
- 13.5- The successful tenderer's EMD will be discharged after signing the Contract and submitting the security deposit as stipulated.

13.6- The EMD shall be forfeited:

- a) In case the tenderer quotes prices higher than allowed as per DPCO, NPPA or higher than MRP.
- b) Tenderer fails to accept & execute the purchase order.
- c) If a Tenderer withdraws its tender during the period of bid validity as specified in the tender documents.
- d) In case of a successful bid, if the tenderer fails:
  - (i) To sign the Contract in accordance with Terms and Conditions or.
  - (ii) To furnish security deposit.
- e) If successful tenderer fails to supply goods within the stipulated time-period.

13.7 - The EMD amount of unsuccessful bidders will be refunded by the Sansthan without any interest. (The EMD of the bidders whose technical bids have been disqualified, as well as the bidders whose commercial bids have been opened but supply orders have not been issued, will be refunded through the website [www.mahatenders.gov.in](http://www.mahatenders.gov.in))

#### 14) Prices

The prices quoted and accepted will be binding on the tenderer and valid for a period of one year or till the finalisation of the next tender, whichever is later, from the date of signing the contract and any increase in price will not be entertained during the contract period.

14.1- Purchases will be made on staggered basis as per the requirement of the Purchaser.

14.2- The Tenderer shall indicate on the Price Schedule the Unit prices and total bid prices of the goods he proposes to supply under the "Contract". Tenderers shall quote for the complete requirements of drugs, failing which such tenders will not be taken into the account for evaluation.

14.3- Rates should be quoted in Indian Rupees only for each of the required materials separately on door delivery basis according to the unit asked in tender for the supply of drugs, materials, etc. with conditions like 'AT CURRENT MARKET RATES' shall not be accepted. The Sansthan shall not pay for any damages, handling, clearing, transport charges. The deliveries should be made as stipulated in the purchase order placed with successful tenderer. Conditional offers are not accepted and liable for rejection.

14.4- The price quoted by the tenderer shall not in any case, exceed the controlled price, if any, fixed by the Central Government under D P C O OR NPPA and the Maximum Retail Price (MRP). The Sansthan at their discretion will exercise the right to revise the price at any stage so as to confirm to the controlled price or MRP as the case may be. The discretion will be exercised without prejudice to any other action that may be taken against the tenderer. Only landed cost



(including all charges and taxes) mentioned in the price bid (quoted by the bidder) is considered for rate comparison. Payment of all applicable taxes to concerned authority is the responsibility of the tenderer.

- 14.5- If at any time during the period of contract, the price of tendered items is reduced or brought down by any Law or Act of the Central or State Government or by the tenderer himself, the tenderer shall be morally and statutorily bound to inform the Purchaser immediately about such reduction in the contracted prices. The Purchaser is empowered to reduce the rates accordingly.
- 14.6- In case of any enhancement in GST due to statutory Act of the Govt. Or any other taxes newly levied by Govt. after the date of submission of tenders and during the tender period, the quantum of additional GST so levied will be allowed to be charged extra as separate item without any change in price structure of the drugs approved under the tender. For claiming the additional cost on account of the increase in GST, the tenderer should produce a letter from the concerned Competent Authorities for having paid additional GST on the goods supplied to the Sansthan and can also claim the same in the invoice.
- 14.7- To ensure continuous supply without any interruption, the Sansthan reserves the right to split orders for supplying the requirements amongst more than one tenderer provided that, the rates and other conditions of supply are the same.

**15) Fall Clause -**

It is a condition of the contract that all through the validity of the purchase order, if it is brought to the notice of the Sansthan that the tenderer is supplying the same material at the prices lower than the mentioned in our purchase order, the Sansthan will have a right to claim the difference in the price by way of either credit note or adjustment in the outstanding bills and that in the event of the prices going down below the rate contract prices you shall promptly furnish such information to us to enable to amend the contract rates for subsequent supplies.

**16) Technical specifications:**

- 16.1- The Tenderer shall carefully read and understand the technical specifications, quality requirements, packing, applicable standards, Acts & Rules including the Mandatory requirements & ensure complete compliance without deviating from tender requirements.
- 16.2- Tenderer shall carefully read & understand the packing specifications.

**17) Evaluation of tenders:**

- 17.1- After opening of online Technical bids, the bids will be examined for the compliance with each of the above requirements.
- 17.2- The Sansthan shall scrutinize the documents mentioned above for its eligibility, validity, applicability, compliance and substantiation including post qualification criteria as per tender document.
- 17.3- The Sansthan shall also analyse that there is no collusive or fraudulent practice involved in the entire tendering process amongst all the tenders received.
- 17.4- The technical scrutiny shall be on the basis of submitted substantiation documents and relevant pharmacopeia and Drugs and Cosmetics Act and Rule including allied standards of BIS codes as applicable pertaining to packing materials.
- 17.5- During the evaluation process if any bid is found not meeting the tender conditions laid down in the tender document, will be declared as not acceptable and such bids shall not be considered for further evaluation. However, the bidders can check their tender evaluation status on the website.
- 17.6- Bids which are in full conformity with tender requirements and conditions shall be declared as Eligible Bids for opening. Commercial bids on the website and Commercial bids of such bidders shall be opened later, on a given date and time.
- 17.7- Each item/ medicine will be evaluated separately.
- 17.8- Bidders can call for original documents for verification.

**18) Post Qualification:**

- 18.1- The Sansthan will further evaluate the Bidders financial, technical, and production capabilities based on the documentary evidence and information submitted by the bidder as well as other information the Sansthan deems necessary and appropriate.
- 18.2- An affirmative post-qualification determination of the Sansthan will be a prerequisite for acceptance of Technical Bid. A negative determination will result in rejection of the bidders tender, in which event the Sansthan will proceed to the next bidder to make a similar determination of that bidder capabilities to perform satisfactorily.

**19) Security Deposit & Contract Agreement**

- 19.1- The successful bidder shall furnish the security deposit to the Sansthan within 30 days from the date of communication of Acceptance of the bid for an amount equivalent to 3% of the contract value.
- 19.2- The security deposit shall be discharged (forfeited) as a compensation for any loss resulting from the failure to perform the obligations under the contract or in the event of termination of the contract or in any event as the Purchaser thinks fit and proper.

- 20) The rates are to be given F.O.R. at Central Medical Store, Shree Saibaba Hospital, Shirdi inclusive of G.S.T., duties, transportation (all inclusive). If it is not mentioned, the rates will be treated as 'All Inclusive'. No extra amount will be paid for packing, forwarding, transportation and taxes etc.
- 21) Successful bidders will supply first lot within 30 days of the receipt of purchase order. The second & subsequent lots will have to be supplied within 20 days of receipt of written communication by E-mail or telephonic instructions.
- 22) If ordered quantity of goods are not delivered within stipulated period the Sansthan reserves the right either for extension of period or recovery by forfeiting the security deposit & blacklisting of the supplier.
- 23) Liquidated damages:**  
If the supplier fails to deliver any or all of the goods within the period(s) specified in the purchase order, the Sansthan shall, without prejudice to its other remedies under the Agreement, deduct from the purchase order price, as liquidated damages, amount equivalent to 0.0714% of the purchase order price of the delayed supply, for each day of delay, upto a maximum deduction of 10% or 5 as per G.R. dated 01/12/2016.
- 24) Default Clause / Cancellation on failure to supply:**  
If the supplier fails to commence delivery as scheduled or to deliver the ordered quantities within the delivery period stipulated in the purchase order, it shall be discretion of the Sansthan either. (a) to extend the delivery period or (b) to cancel the Agreement in whole or in part for the unsupplied quantities, without any showcause notice. In the event of extension, liquidated damages, will be applicable. If the Sansthan decides to cancel the contract, the mode of repurchase will be at the discretion of the Sansthan. Sansthan is free to purchase the non-supplied material from open market to avoid the inconvenience to the patient & the hospitals. The supplier shall be liable to pay any loss by way of extra expenditure or other incidental expenses, which the Sansthan may incur on account of such repurchase at the risk and cost of the supplier. In addition, the Sansthan may blacklist the defaulting supplier for maximum period of 3 years. Besides, the supplier will remain blacklisted until extra expenditure, towards cancellation and repurchase etc. is recovered from the supplier. Sansthan has right to recovered such expenses from the supplier and his associates, partners, sister concerns, if necessary.

**25) Force Majeure:**

25.1- For purposes of this Clause, Force Majeure' means at any time during subsistence of contract an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Sansthan either in its sovereign or contractual capacity, wars of revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

25.2- If a Force Majeure situation arises, the Supplier shall promptly but not later than 36 days notify the Sansthan in writing of such conditions and the cause thereof unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

25.3- Force Majeure will be accepted on adequate proof thereof.

25.4- If contingency continues beyond 30days, both parties agree to discuss and decide the course of action to be adopted. Even otherwise contingency continues beyond 60days then the purchaser may consider for termination of the contract on equitable basis.

**26) Payment Terms :** 100% Payment shall be made within 60 days on submission of following documents:

- (i) 3 copies of supplier's invoice.
- (ii) Confirmation of the receipts of the material by the Sansthan.
- (iii) Payments towards the supply of materials will be made strictly as per the rules of the Sansthan. The payment will be made through RTGS/ NEFT. The supplier shall furnish the bank details in original to make the payment through RTGS/NEFT (as required by the Finance Department of Sansthan. If any changes in the above details arising out of change in the bank name, during the validity of the purchase order, under normal circumstances the same will not be acceptable.

26.1 Sansthan shall have right to deduct the pending dues on account of loss, compensation, or any remedial action in monetary terms from the due balance payment. The supplier will not have any right to object to such deductions.

**27) Corrupt or Fraudulent Practices**

27.1- The bidders shall observe the highest standard of ethics during the contesting and execution of such purchase order.

- 27.2- "Corrupt Practices" means offering, giving, receiving or soliciting anything in cash or kind to influence the action of the concerned officials & staff of the Sansthan in the process of tendering, issuing purchase order, receipt & acceptance of goods as well as release of payments.
- 27.3- "Fraudulent practice" means a misrepresentation or omission / suppression of facts in order to influence a procurement process to the detriment of Sansthan and includes collusive practice among Tenderers (prior to or after tender submission) designed to fix tender prices at artificial non-competitive levels and to deprive the Sansthan of the benefits of free and open competition;.
- 27.4- "Collusive practice" means a scheme or arrangement between two or more tenderers, with or without the knowledge of the Sansthan, designed to influence tender prices at artificial, non-competitive level; and.
- 27.5- "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of the tender.
- 27.6- "The Sansthan will reject a tender outright if it found that the tenderer recommended for award has directly or through an agent engaged in corrupt or fraudulent practices during the process of tendering.
- 27.7- The Sansthan will declare a firm or individual as NOT ELIGIBLE, either indefinitely or for a stated period of time, to be awarded a purchase order if it found at any time that they have, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a purchase order.
28. Our GST IN : 27AAATS2581C1ZN for reference.
29. The successful bidder will have to mention our GST No. & his GST No. on each & every Delivery Chalan & Tax Invoice. Without the GST No. of the Sansthan, the supplier's tax invoices will not be processed & payment will not be released.
30. You have to give notarised affidavit on stamp paper of Rs.500/- as per Annexure-II.
31. The notarised affidavit submitted by the bidder will form part of 'Terms & Conditions' of the purchase order.

32. The bidder can quote branded and generic medicines from reputed manufacturer.
33. If the Sansthan informs about near expiry of supplied material or non-moving materials three months before its expiry date, the supplier shall be bound to replace the materials with fresh/long expiry materials or will give credit note for the value of such material.
34. The delivery of the ordered material is to be made at Central Medical Store of Shree Saibaba Hospital, Shirdi on any working day during working hours.
35. The validity of the purchase order will be for one year from the date of purchase order or till the finalisation of the next tender, whichever is later. However, the purchase will be made as and when necessary or as per supply schedule given in purchase order.
36. If claim of the Sansthan is more than the security deposit, and supplier hesitates to pay it on the demand, Sansthan has the legal right to recover such claim amount from the supplier.
37. Expired materials will have to be replaced, at the supplier's cost or will have to issue credit note for the returned material. Sansthan will buy any other materials in lieu of credit note amount or adjust the claim amount against the payments of the pending bills.
38. In case any material is found to be faulty /substandard, during the course of use, the supplier will be liable to replace the balance quantity immediately at his cost & consequences.
39. In case of excess or substandard supplies or change in manufacturer's name or any rate difference is noticed by the authorised persons of the Sansthan, the supplier will have to collect such materials at his cost and consequences within seven days of the receipt of the intimation, failing which Sansthan will not be responsible for any loss / damage / expiry of such materials.
40. Each Strip / Pack should have sticker / stamp / inprint as per below –  
"FOR SSST Hospital Supply Only"
41. The successful bidders of purchase order value of Rs.5,00,000/- & above will have to execute an agreement on non-judicial stamp paper of Rs.600/- to be notarised at Shirdi, as per the draft of the Sansthan.
42. Each supplier will have to submit an Order Acceptance within 7 to 10 days of the receipt of the purchase order.

43. Testing/Verification of the samples of the L-1 bidders will be done by the Sansthan at its own discretion & if not found satisfactory, the bids of such bidders, despite being L-1, will be rejected & penalty/ action as applicable for inferior supply, at the sole discretion of the Sansthan will be initiated. Such action by the Sansthan will be at the cost and consequences of the bidder.

The L-1 bidder shall have to pay Rs.6000/- verification / testing charges, per item, as and when demanded by the Sansthan.

44. All the suits arising out of the contract shall be instituted in the court of competent jurisdiction situated in Rahata Court and High Court Bombay, Bench at Aurangabad only and not elsewhere.

**CHIEF EXECUTIVE OFFICER,  
SHREE SAIBABA SANSTHAN TRUST, SHIRDI.**

*Annexure "I"*  
*Details of the Tenderer*

1) Name of Tenderer:

2) Permanent Address for Correspondence:

3) Ph. No. Office / Authorised person Name (Designation) :

Mob. No. :

Factory :

Fax No. :

E-mail :

4) Name of Owner / Partner / Director:

1)

2)

3)

5) Drug Licence No. & Date :

1) ..... valid upto - .....

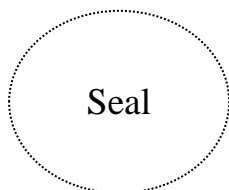
2) ..... valid upto - .....

6) PAN No. :

7) GST Registration No. :

Thanking you.

Yours Sincerely,



Sign -

Name -

Designation –



*Annexure "II "*  
*Notaries Affidavit*

DATE :     /     /2026

TO,  
THE CHIEF EXECUTIVE OFFICER,  
SHREE SAIBABA SANSTHAN TRUST, SHIRDI.  
AT PO. SHIRDI - 423 109  
TAL - RAHATA,  
DIST. AHILYANAGAR.

- 1) In response to your E-Tender No..... dt...../...../2026 we are pleased to upload our bid for the supply. I / We hereby declare that our firm has not been found guilty of malpractices / misconduct / blacklisted / debarred either by Public Health Dept., Govt. of Maharashtra or any local authority or other State Govts. / Any Central Govt. Organisations in the past three years.
- 2) We are not supplying the materials offered in our bid to any other Institutions / Hospitals in India, below the rates quoted in this bid.
- 3) I/We hereby declare that the rates quoted in the bid are not higher than DPCO, NPPA, MRP.
- 4) The specifications of the materials offered by us in the bid are as per the requirement mentioned in tender document of the Sansthan, with no deviation whatsoever.
- 5) If rates quoted are more than the rates already given to any other Institutes / Hospitals in India, then reason for this is as below-
  - a) .....
  - b) .....
  - c) .....

Signature & Stamp of Tenderer

Date -

(Tenderer will have to upload notaries affidavit with authorised person signature and stamp.)

### *Annexure "III"*

#### Audited Annual Turn Over Statement for Previous Three Years

The Annual Turnover of M/s. ....  
for the past three years are given below and certified that the statement is true  
and correct and this turnover is related to medical supply only.

Sr. No.	Year	Turnover in Rs. / Lakhs / Crores
1	2022-23	
2	2023-24	
3	2024-25	
	Average of the consecutive Three Years.	

Date:

Seal :

Signature of Auditor/  
Chartered Accountant  
Name (in capital letters)

**Note :**

- 1) You must have to give turnover certificate of the years mention as above, otherwise your tender may liable for rejection.
- 2) Previous last three years, audited avg. annual turnover of Tenderer, duly signed & stamped by CA (As per Annexure III). (Minimum Avg. Annual Turnover should be as per clause No.4 of Tender Terms & Conditions)
- 3) Turnover should be of medical / surgical materials sale only.
- 4) Last three years avg.annual turnover of each tenderer, duly signed & stamped by CA.  
(Balance Sheet will not be accepted)

*Annexure "IV"*  
**Acceptance Letter from the Bidder**

DATE :        /        /2026

TO,  
THE CHIEF EXECUTIVE OFFICER,  
SHREE SAIBABA SANSTHAN TRUST, SHIRDI.  
AT PO. SHIRDI - 423 109  
TAL - RAHATA,  
DIST. AHILYANAGAR.

**Subject: Supply of Laboratory Material for Shree Saibaba &  
Shree Sainath Hospital.**

Dear Sir,

We acknowledge the receipt of your E-tender No. ....  
dt. .... for the supply of Laboratory Chemicals & Material. We  
have carefully read and understood the contents of your tender.

We undertake the responsibility of the complete adherence and the  
compliance of the Terms and Conditions as contained in your tender document.  
We also keep ourselves responsible for the quality requirements and  
specifications of the materials offered by us in our bid are as per your tender  
document.

This acceptance letter issued by us is a guarantee and commitment that if  
we are awarded the purchase order, our each and every supply will be as per the  
techno- commercial requirements and the Terms and Conditions of your tender  
and purchase order.

Signed: .....

Date: .....

Duly authorized to sign this bid for and on behalf of .....

Thanking you.

Signature & Stamp of Tenderer

Date -

*Annexure "V"*

Date :-     /     /2026

To,  
 The Medical Director,  
 Shree Saibaba Hospital,  
 Post :- Shirdi, Tal :- Rahata,  
 Dist :- Ahilyanagar.  
 Pin :- 423109

**Sub :- Our Bank Details for RTGS/NEFT Payments.**

Dear Sir,

With reference to the above subject, we are submitting the following details.

Sr. No.	Particulars	Details
1.	Name of A/C Holder	
2.	Name of the Bank	
3.	Branch Name	
4.	Account Number	
5.	Type of Account	
6.	IFSC Code of Bank	

We are also enclosing, herewith, a cancelled cheque.

Thanking you,  
 Enclosed : As above.

Yours truly,

For .....