COCHIN PORT AUTHORITY

Willingdon Island,
Cochin-682 003
Medical Department
Tele: 0484- 2666402/258 2708
Email: cmo@cochinport.gov.in

Dated:27.09.2023

No.B1/Registration of firms/MED

To

Institutional /Marketing Managers,

Sub : New Registration of Pharmaceutical Companies/Firms/Distributors for participating in E-tender for the supply of medicines, surgical and lab. items.

Inviting applications from pharmaceutical companies/firms/distributors for **registration** and to participate in the annual e-tender for the supply of Medicines/Surgical/Tinctures & Chemicals/X-ray/ ECG/Lab. items as per the terms & conditions mentioned below. It is requested to send all the required documents as listed below (hard copies) to the following address **on or before 31.10.2023**. Companies/firms/distributors who fulfill prequalification criteria will be registered only after recommendation by the Hospital Technical Committee and approval of competent authority of Cochin Port Authority. **No application for registration will be accepted after the due date. Firms already registered with Cochin Port Authority need not register again.**

Postal Address: The Chief Medical Officer (I/C)
Cochin Port Authority Hospital,
Willingdon Island,
Cochin – 682 003.

Terms & Conditions for registration

Mandatory Conditions

6.1 The manufactures/firms and those firms depend on third party manufacturing will have to submit valid
   i. WHO-GMP/ CGMP/COPP
   ii. ISO 9001
   iii. certificate of the manufacturer and third party manufacturer.

6.2 They should provide the list of drugs manufactured/marketed under their license, for which only they can quote.

6.3 The Quoted drug should be available in the prescription market.

6.4 Items under price control by NPPA /DPCO / Government of India to be indicate.

6.5 Vendors must be already supplying Medicines to any one Central Public Sector undertaking (CPSU)/ Central Government Institution/ any Port Authority Hospital. (copies of Purchase Order for the last 2 years)

6.6 Preference will be given to make in India companies.

6.7 List of Central Govt. Institutions /Central Public Sector Hospitals already being supplied.

6.8 "No conviction certificate" from the State Drug Controller according to the Drugs and Cosmetics Act 1940. The manufacturer should not have been debarred for last five years.

6.9 GST, Pan No., any other reference copies of the above documents to be enclosed.

6.10 Copy of Income Tax return for last 3 years.

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6.11 The principal manufacturing unit should have annual turnover of Rs.20Crores (Rupees twenty crores) or more in each year for last 3 years (keep turnover certificate)

6.12 The Manufactures should hold valid and up-to-date manufacturing licenses in specified forms for various categories of allopathic drugs, issued by the drug control Authority of the State under the provisions of Drugs and Cosmetics Act, 1940

6.13 All the supporting documentary evidence should be signed by authorized signatory/attested by Notary Public.

6.14 Willingness to accept the Hospital Technical Committee's right to reject or cancel registration/offer of any firm without assigning any reason thereof.

6.15 Mode of marketing, i.e. direct or through authorized agency.

6.16 Willingness for rate contract for 1 year.

6.17 Willing to accept back medicines nearing expiry date (before 3 months) & adjust in the next bill.

6.18 Supply to the hospital in good condition and up to the satisfaction of the Store Keeper at the expense of the supplier.

6.19 The company/vendor is required to supply the rate contract items within 21 days of receipt of purchase order.

6.20 All items should be stamped/printed/labeled as *"Cochin Port Authority Hospital Supply, Not for sale"*, prominently. Same stickers may be provided to hospital to attach on insulin vials/cartridges that are supplied in packs and sealed.

6.21 Long Expiry date items, having more than 1 year at least, should be supplied.

6.22 In case of multiple Firms offering same rate for same item in the tender, preference will be given to the Firm fulfilling the following desirable conditions in the order mentioned below:

- Higher market standing
- R&D facility available with the company

6.23 Any violation of the any of the conditions above will make the firm liable for debarring/blacklisting from participating in the tenders of CoPA for 5 years. The position may be intimated to the Drug Controller, PSUs, other major Ports, Govt. of India and H&FW Department.

Desirable conditions

6.1.1 Approval copy from Government for Manufacturing /Marketing of the items quoted.

6.1.2 Lab test report (certificate of analysis from Govt. approved Lab) to be enclosed with each batch of supply.

6.1.3 Information on their specific products listed in the ORG-MARG Analysis/CE Mark/I.M.S. Analysis etc.

6.1.4 Quality control procedures adopted for Raw Material & Manufacturing process (please enclose details).

6.1.5 Details of Research & Development facilities and list of original research molecules / formulations developed.

6.1.6 Investments of firm in infrastructure, Research and Development.

Authorized Signatory of the Firm

Yours faithfully,

CHIEF MEDICAL OFFICER (I/C)