

# NEIGRIHMS

North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences, Shillong

(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)

Director's Block, GPO Post Bag No.92, Mawdiangdiang, Shillong 793 018, Meghalaya.

Store & Procurement:

Tele Fax: 0364 - 2538032

File no: NEIGR/S&P/C-05/2019-20/Pt

Supply Order No: NEIGR - S&P/OT - 739 /2021-22

Email: [storeneigrihms@gmail.com](mailto:storeneigrihms@gmail.com)

[www.neigrihms.gov.in](http://www.neigrihms.gov.in)

Dated: 03.12.2021

20/12/2021

To,  
M/s SPSS Mediline,  
88, Defence Colony Flyover Market  
New Delhi: 110024  
Tel: 011- 24634554  
Email: [spssmediline@gmail.com](mailto:spssmediline@gmail.com)

SUPPLY ORDER FOR: Consumables/Reagent for Fully Automated Chemiluminiscence (Make: Abbot Healthcare Pvt Ltd;  
Model: Architect i 1000SR) for Blood Bank Dept.  
Demand Req No: - Bk No-142/SI No-14158

"This Order/Memorandum issues with concurrence of Finance Branch vide their U.O.

No. C-85/2021-22, dated 16.12.2021 (ECRP)

Dear Sir,

With reference to your response to our Open Tender No: **NEIGR/S&P/Enquiry/OT-OT/E-43/2018-19**; an order is hereby placed on you for the under mentioned Stores which may be supplied to this Institute / Central Store / Department at Mawdiangdiang, Shillong-12 between 10.00 hrs to 17.00 hrs leaving lunch time, on any working days (Monday to Friday) except on Govt. holidays.

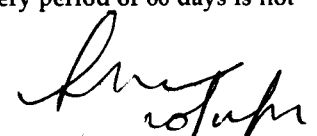
This order which is intended for the supply of the store detailed in the scheduled below, in accordance with the terms & conditions of NEIGRIHMS / Government of India and in the manner specified herein, shall operate to create a specific contract between the contractor (with whom the contract referred to and the requisition are placed) on one part and NEIGRIHMS, Shillong, on the other part.

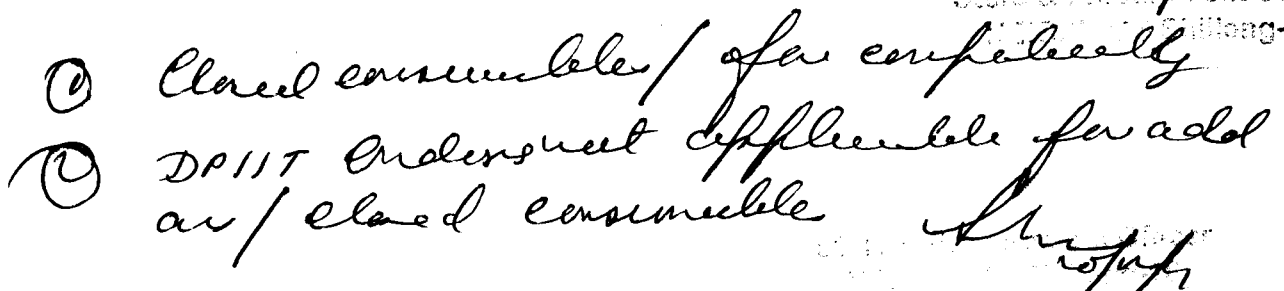
Sl No	Description of Stores	Unit/Pack	Basic Rate Per Test	GST 5%	Rate Inclusive of GST	Quantity	Total Amount (Quantity)
27	Anti HBs, Architect 100 Test	100 Test	30000.6	1500.03	31500.63	2	63001.26
28	Anti HBc IgM, Architect 400Test	400Test	89000.1	4450.005	93450.11		0
29	Anti Hbe, Architect 100 Test	100 Test	24000.06	1200.003	25200.06	3	75600.189
33	HBeAG, Architect 100 Test	100 Test	25000.08	1250.004	26250.08	2	52500.168
Total Consumables Cost							191101.62

Amount in words: (Rupees One lakh ninety-one thousand one hundred one & sixty-two paise) only.

Total price inclusive F.O.R delivered free at Central stores / Department at NEIGRIHMS, Mawdiangdiang, Shillong - 793 018 including loading / unloading / handling and other unforeseen charges.

Note: In view of short life, the consumables of Fully Automated Chemiluminiscence(Make: Abbot Healthcare Pvt Ltd, Model: Architect i 1000SR) should be supplied in staggered delivery scheduled and the delivery period of 60 days is not applicable as indicated in clause No 7, of the supply order.

  
Store & Procurement Officer  
Shillong-18

  
① Closed consumables / of a consignment  
② DRIIT order sheet applicable for add on / closed consumable

**:: Terms and conditions of Supply Order:**

Supplier/Vendors/contractor should note that the following terms and conditions will apply specifically in addition to the Rules and the Regulation as applicable to such purchases in the Government of India.

1. Part supplies are acceptable, subject to the approval of the competent authority and delivery as per scheduled conveyed is to be adhered.
2. In case any of the stores are found unacceptable to the inspection authorities, alternative items/stores of acceptable quality/specification have to be supplied by the bidder/vendor/contractor.
3. The accepting officer reserves the right to subject the sample to a second inspection by the nominated authority of the Director and may reject them, if not found conforming to the specifications, even if the same had been accepted by the normal inspection authority.
4. On insistence, the vendor/contractor/supplier should be in a position to submit the quality assurance certificate/analytical test report from the competent authority.
5. The stores supplied will be as per the desired specification and as per CDSCO, DCGI/GMP/BIS standards, please enclose operation manual and documents.
6. Stores will be accepted subject to the condition of verification and Inspection by the competent authority / inspecting agency.
7. Time schedule of delivery is half the quantity to be supplied within 60 days and the other half after 6 months or exhausting the first stock, whichever is later. In case of further delays, deduction on gross bill @ 0.5 % per week or part thereof will be made as liquidated damages / delay in supply, subject to maximum of 10 % of the value of the delayed supplies. *Immediate*
8. Onsite warranty is to be provided a period of (2) two years from date of supply with spares and within the cost indicated.
9. Kindly record the following on the bill-Certified that the stores mentioned in the bill are not exempted from GST under the existing rules of GST Act and the said tax has been charged according to the rate specified in the Act or rules made there under.
10. Satisfactory completion issued by the Stores/Pharmacy /Central Store-In charge should accompany the bills.
11. The Institute reserves the right to recover any outstanding dues of the supplier from the bills being processed, pertaining to any other order/supplies.
12. Insurance during transit to be borne by the vendor / supplier/contractor inclusive of handling within the Institute's premises, till the completion of final Inspection and acceptance.
13. Settlement of disputes - Director, NEIGRIHMS or his authorized representative shall be the final authority in all disputes and decision will be binding on all concerned.
14. Bills shall be submitted in quadruplicate along with a receipted copy of challans duly endorsed in the Desk of the Security Officer in this Institute. Copy of the supply order to be submitted and produced at the time of supply and submission of bill.
15. Receipt of this supply order may be acknowledged as per the terms & conditions mentioned herein and supply of the Stores arranged.
16. Installation, demonstration, operational techniques and associated services, if any, to be provided by the supplier/vendor/contractor within the cost indicated.
17. Payment shall be made through cheque or electronic clearing system, whichever is available. In case of cheque, the same will be dispatched through registered post and postal charges shall be deducted from the bill.
18. In case of decreased rate, bill should be in accordance with the decreased rates. Vendors are required to certify that rates have not reduced that what has been charged in the bill.
19. Not more than 1/6th of the shelf life should have expired when supplies are received at NEIGRIHMS, Shillong
20. Bills /Invoices should indicate supply order number, date and name of the department of this Institute and other correspondence relating to the supply order.
21. In case of exceptional delay in supplies, NEIGRIHMS shall reserve the right to cancel the supply order, reject delayed supplies and take suitable action deemed fit in the interest of the Institute.
22. No work will be allotted to Non-tribal bidder, contractors, suppliers, stockist, bonded warehouse, private carriage contractors, cooperative societies etc except under a valid trading license issued by the Khasi Hills Autonomous District Council, Shillong.
23. In case of Stores with life: a) Stock should be supplied to this Institute from the latest batch and such stock should have a minimum life period of two years, depending upon the normal potency prescribed thereof.  
b) In the event of such stores not being utilized by NEIGRIHMS, Shillong, within their life period, the bidder shall replace the unutilized stocks by fresh stock without any extra cost.
24. In case of decrease in rate, supplies should be in accordance with the decreased rates. Vendors are required to certify that rates have not reduced during the period of supply
25. Please acknowledge the receipt of this order

Yours faithfully,

Stores & Procurement Officer  
For Director, NEIGRIHMS

Copy forwarded for Information and necessary action please:

1. Indenting Officer and Inspection authority
2. Accounts Officer
3. Purchase Order Master / Relevant file
4. Financial Adviser / Internal Auditor
5. Stores Section record

AW



① Dr. Alice / N. Neffey  
② as / ms / mt  
③ Dr. Neelam / Dr. Neelam  
④ Dr. Anuram / Dr. Anuram  
Stores & Procurement Office  
For Director, NEIGRIHMS  
NEIGRIHMS Shillong-13