

PURCHASE ORDER

SC-10/19-20/2021

Invoice To
NEIGRIHMS
 Mawdiangdiang, Shillong-18
 East Khasi Hills, Meghalaya
 E-Mail :storeneigrihms@gmail.com

Supplier
Elke Drugs Distributor
 C/o Smti:Margaret Lyngdoh
 Polo Hills, Golf Link
 Near Golf Club
 Shillong
 GSTIN: 17ABOPL8727A1ZJ

Order No.
s&p/s-06/21-22/Pt

Dated
4-Jun-2021 9/7/2021

Mode/Terms of Payment
OT-317/2021-22

Supplier's Ref.
ot-can 121-22

Other Reference(s)

Despatch through
NEIGRIHMS

Destination
~ COVID-19 BUDGET

Terms of Delivery
As per annexure C-181(C)/2021-22

dt : 8/7/2021

Handwritten notes and signatures in the top right corner.

Sl No.	Description of Goods	Due on	Quantity	Rate	per	Amount
1	Inj Bupivacaine Local 0.5% ✓	30-Mar-2022	100 Vial	✓ 26.40	Vial	2,640.00
2	Inj Lignocaine 2%+Adrenaline1:200000 ✓	30-Mar-2022	300 nos (600 ml)	✓ 17.50	nos	5,250.00
3	Inj Atropine 0.6mg ✓	30-Mar-2022	1,000 Amp	✓ 2.81	Amp	2,810.00
4	Inj N-Acetylcysteine 200mg ✓	30-Mar-2022	100 Vial	✓ 15.00	Vial	1,500.00
5	Inj Gentamycin 80mg/2mL ✓	30-Mar-2022	1,000 Amp	✓ 3.75	Amp	3,750.00
6	Inj Heparin 5000 I.U. ✓	30-Mar-2022	2,000 nos	✓ 84.70	nos	1,69,400.00
7	Inj Noradrenaline 2mg ✓	30-Mar-2022	3,000 Amp	✓ 13.00	Amp	39,000.00
8	Inj Methylprednisolone 500mg ✓	30-Mar-2022	500 Vial	✓ 128.00	Vial	64,000.00
9	Inj Artacurium Besilate 50mg/5ml ✓	30-Mar-2022	30 Ph	✓ 26.00	Ph	780.00
10	Inj Potassium Chloride 150mg ✓	30-Mar-2022	500 Amp	✓ 10.01	Amp	5,005.00
11	IV Balance Salt Soln 500ml ✓	30-Mar-2022	200 Ph	✓ 70.00	Ph	14,000.00
12	Tab Tenofovir (300mg)+Lamivudine(300)+Efavirenz 600 ✓	30-Mar-2022	30 nos	✓ 21.66	nos	649.80
						3,08,784.80
						12 %
						37,054.18
Total						₹ 3,45,838.98

Handwritten notes in the table area:
 - A few more GST
 - Explain for
 - Great replacement
 - [Signature]

Amount Chargeable (in words) E. & O.E
INR Three Lakh Forty Five Thousand Eight Hundred Thirty Eight and Ninety Eight paise Only

Handwritten signature

Remarks:
 Ot-E-10/21-22,D.R No-156/15580,156/15581,156/15582,156/15583
 Company's VAT TIN **17AAWPW5394H1ZN**

Stamp: Mr. Purnam Choudhary, NEIGRIHMS, SHILLONG

Stamp: Pharmacist NEIGRIHMS

Stamp: NEIGRIHMS, SHILLONG

IN CHARGE
M. S. STORE
NEIGRIHMS, SHILLONG

for NEIGRIHMS

Authorised Signatory

Handwritten signature of the authorised signatory.

:: 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 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. However, stores pertaining to the Supply Order may be dispatched in one lot, as far as possible.
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 competent authority 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 GMP, WHO, DGS & D / ISO & ISI standards (as indicated in the tendered specifications). The vendor/contractor/supplier should 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 within 60days or else 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. The vendor/contractor/supplier has to make supply of the stores within the specified date. No reminder would be sent in this regard. If the supply is not made within the specified date, hospital stores will proceed to arrange the items from market and amount incurred on this account will be recovered from the pending dues or from EMD/Performance Security under risk purchase clause, to avoid loss to the Institute.
9. Kindly record the following on the bill-Certified that the stores mentioned in the bill are not exempted 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. The suppliers shall indicate the GST registration number and respective declaration thereof.
10. The suppliers should submit the delivery challans in quadruplicate along with the stores to the respective stores/ Department of NEIGRIHMS, Shillong-793018. The challans should be accompanied by a copy of the Supply Order and test/ batch report, as applicable. 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. 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.
14. Receipt of this supply order may be acknowledged as per the terms & conditions mentioned herein and supply of the Stores arranged.
15. Installation, demonstration, operational techniques and associated services, if any, to be provided by the supplier/vendor/contractor within the cost indicated.
16. 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.
17. In case of decreased rate, bill should be in accordance with the decreased rates. Vendors are required to certify that rates have not reduced than what has been charged in the bill.
18. Not more than 1/6th of the shelf life should have expired when supplies are received at NEIGRIHMS, Shillong
19. Bills /Invoices should indicate supply order number, date and name of the department of this Institute and other correspondence relating to the supply order.
20. 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.
21. 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.
22. 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.
23. Please acknowledge the receipt of this order.
24. In case of non consumable stores, onsite warranty is to be provided a period of (2) two years from date of supply, installations with spares/ accessories and within the cost indicated.
25. 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.

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

Mr. K. K. Choudhary
Stores Manager
NEIGRIHMS, SHILLONG

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[Handwritten signature]

[Handwritten notes and signatures: "re needed after", "as done", "DOF Review", "for review"]

Stores & Procurement Officer
For Director, NEIGRIHMS

PURCHASE ORDER

NEIGMA/C-6/19 - 2021
9/7/2021
certified

Invoice To NEIGRIHMS Mawdlangdiang, Shillong-18 East Khasi Hills, Meghalaya E-Mail :storeneigrihms@gmail.com	Order No. s&p/S-06/21-22/Pt	Dated 4-Jun-2021
	<i>OT-318/2021-22</i>	Mode/Terms of Payment
Supplier Elke Drugs Distributor C/o Smti:Margaret Lyngdoh Polo Hills, Golf Link Near Golf Club Shillong GSTIN: 17ABOPL8727A1ZJ	Supplier's Ref. ot-can /21-22	Other Reference(s)
	Despatch through	Destination NEIGRIHMS
	Terms of Delivery As per annexure	<i>C-181(D)/2021-22</i> <i>dt: 8/7/2021</i>

~ COVID-19
Referral

Sl No.	Description of Goods	Due on	Quantity	Rate	per	Amount	
1	Inj Hydrocortisone 100mg ✓	30-Mar-2022	2,000 Vial	✓15.95	Vial	31,900.00	
2	Inj Tranexamic Acid 100mg ✓	30-Mar-2022	1,500 Amp	✓14.00	Amp	21,000.00	
3	Inj Dopamine 40mg ✓	30-Mar-2022	500 Amp	✓10.00	Amp	5,000.00	
4	Inj Vecuronium Bromide 10mg ✓	30-Mar-2022	200 Vial	✓62.00	Vial	12,400.00	
5	Inj Amikacin 250mg ✓	31-Mar-2022	300 Vial	✓16.30	Vial	4,890.00	
						75,190.00	
GST						5 %	3,759.50
Total							₹ 78,949.50

*~ As per memo - Govt /
 CD sero Certified also*
*~ Explain for
 Govt referral*
[Signature]

Amount Chargeable (in words) E. & O.E
INR Seventy Eight Thousand Nine Hundred Forty Nine and Fifty paise Only

Remarks:
 Ot-E-10/21-22,D.R No-156/15580,156/15581,156/15582,156/15583
 Company's VAT TIN : 17AAWPW5394H1ZN

[Signature]
Mr. Punam Chowdhury
 Store Keeper
 NEIGRIHMS, SHILLONG

[Signature]
 IN CHARGE
 MEDICINE STORE
 NEIGRIHMS, SHILLONG
 Authorized Signatory

[Signature]

[Signature]

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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 competent authority 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 GMP, WHO, DGS & D / ISO & ISI standards (as indicated in the tendered specifications). The vendor/contractor/supplier should 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 within 60days or else 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. - *Successible*
8. The vendor/contractor/supplier has to make supply of the stores within the specified date. No reminder would be sent in this regard. If the supply is not made within the specified date, hospital stores will proceed to arrange the items from market and amount incurred on this account will be recovered from the pending dues or from EMD/Performance Security under risk purchase clause, to avoid loss to the Institute.
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For Director, NEIGRIHMS

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3. Purchase Order Master / Relevant file
4. Financial Adviser / Internal Auditor
5. Stores Section record

Mr. P...
NEIGRIHMS, SHILLONG

Handwritten notes and signatures:
 22 Medical Officer
 DDA of Revenue Dept
 26 Mr. Romaneus
 Stores & Procurement Officer
 For Director, NEIGRIHMS
 NEIGRIHMS, SHILLONG