

MALABAR CANCER CENTRE

(Post Graduate Institute of Oncology Sciences & Research)

(An autonomous institution under Government of Kerala)

MOOZHICKARA-P.O, THALASSERY, KANNUR-670 103

KERALA, S.INDIA

PH: 0490 2399 244 / 257, FAX.91 490 2355880

Website: www.mcc.kerala.gov.in

E-mail: purchase@mcc.kerala.gov.in



**TENDER (SINGLE BID SYSTEM)
FOR**

THE SUPPLY OF TABLET COVER

Tender No: MCC/3361/2020/P1-GAD dtd 23-2-2026

MALABAR CANCER CENTRE

(Post Graduate Institute of Oncology Sciences & Research)
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TENDER FOR THE SUPPLY OF TABLET COVER

Name of Tenderer:	
Address:	Phone: E-mail:
Signature of Tenderer with Date	

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Thalassery, Kannur Dist., Kerala-670 103

Phone: 0490 2399244,/257,Fax:91 490 2355880

Email: purchase@mcc.kerala.gov.in, Web: www.mcc.kerala.gov.in

MCC3361/2020-P1-GAD

23/02/2026

TENDER NOTICE

Competitive tenders (Single cover systems) are invited from established manufacturers/ authorized suppliers for the supply of the following item in Malabar Cancer Centre, Thalassery.

Sl. No	Item Description	Tender ID
01	TABLET COVER	MCC/3361/2020/P1-GAD

For details contact our Purchase Division (Ph: 0490 2399 244/257)

s/d DIRECTOR

TENDER SCHEDULE

Date of commencement of sale of tender document	23-02-2026
Cost of Tender document:	Rs.400/- (Rs.400/- + GST @ 18%)
Mode of Payment:	By DD drawn in favour of 'Director, Malabar Cancer Centre, payable at Thalassery.
Last date & time for receipt of bids:	13/03/2026 at 3 PM
EMD	1% of rate quoted (inclusive of all taxes) by DD in favour of 'The Director, Malabar Cancer centre', Payable at Thalassery.
Date & time of opening the technical bid:	13/03/2026 at 3.30pm .
Superscription on the cover submitting the Tender:	TENDER FOR THE SUPPLY OF TABLET COVER
Technical & Financial/Price Bid: (Single cover system)	1) Consisting of all technical details along With commercial terms and conditions. 2) Indicating item wise price for the Items mentioned in the technical bid and rate of optional items, if any.

“The Bid Evaluation Committee (BEC) constituted by the Malabar Cancer Centre has the right to analyze the technical proposal and the decision of this BEC is final”.

Signature & Designation with office seal

Signature of the Director

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Signature of the Supplier

TECHNICAL COMPLIANCE SHEET

Instructions:

- 1) The Bidder should submit item wise technical compliance of every point in the specifications.
- 2) The deviations, if any, must be clearly mentioned with clarifications.
- 3) No point should be left unexplained.
- 4) All relevant technical information must be included with reference to each clause of the specifications. They must be clearly indexed for ready reference in the catalogue/ technical sheets attached.
- 5) All claims must be supported by authenticated pamphlets, brochures, documents etc.

Name of the Item: TABLET COVER (Minimum 44GSM)

Sl no	Name Of Item	YES/NO
1	medicine cover size 12cmx8.5cm (Printed- white colour)	
2	medicine cover size 15.5cmx9.5cm (Printed-white colour)	
3	medicine cover size 18cmx11cm (Printed-white colour)	
4	medicine cover size 23cmx17cm (Non printed-brown colour)	
5	medicine cover size 28cmx21cm (Non printed –brown colour)	

Samples should be provided along with the tender document.

GENERAL CONDITIONS

1. TENDERING SYSTEM

- 1.1 The tender must remain valid for minimum 180 days (six months) from the date of opening of price bid. A bid valid for a shorter period shall be rejected by the Tender Inviting Authority as non-responsive.
- 1.2 Sealed tenders (Single bid) are invited for the supply of the materials as specified in the price schedule separately attached. In these general conditions wherever the expression “Purchaser” or “Purchasing Officer” appear, the same will be defined to mean and include the MCC. The tenders should be addressed to **the Director, Malabar Cancer Centre, Thalassery, Kannur – 670103**, Kerala (hereinafter referred to as “Director”) in a sealed cover with the tender name, shown in the tender schedule, duly superscribed on the cover. **The technical and price bid should be submitted in Single cover.** Tenders not complying with the above will be rejected. Tender will be opened on the due dates and times specified.
- 1.3 The tenders should be in the prescribed form and can be downloaded from the website of Malabar Cancer Centre (herein after referred to as the Centre) on payment of the price of Rs.472/- (Rs.400/- + GST @ 18%). **The cost of tender document can be paid in the form of Demand Draft drawn in favour of Director, Malabar Cancer Centre, Thalassery while submitting the tender document. The tender fee in the form of DD should be kept along with the Bid otherwise tender will be rejected.** The cost of tender forms once paid will not be refunded. Tenders which are not in the prescribed forms will be rejected.

Amendment of tender documents:

- a) At any time prior to the dead line for submission of Tender, the Tender Inviting Authority may, for any reason, modify the tender document by amendment.
- b) The amendment shall be notified by fax/email to all prospective tenderers who have purchased the tender document, for which the email, fax no of the purchaser of the tender document shall be submitted to the tender inviting authority and such amendments shall be binding on them thereafter.
- c) The Tender Inviting Authority shall not be responsible for failure to inform the prospective tenderers because of technical issues, wrong fax number or email ID etc. Purchasers of tender documents are requested to browse the website of the Tender Inviting Authority for information/general notices/amendments to tender document etc on a day to day basis till the tender is concluded.
- d) Intending tenderers should send their tenders so as to reach the Director on or before **13/03/2026 at 3 PM**. No tender received after the specified date and time will be accepted on any account. The prices quoted should be in **Indian Rupees**. The prices quoted should also include all taxes, insurance, customs clearance charges, transportation charges upto site, freight, demurrage or any incidental charges. The equipments ordered should be delivered as above at the site for the same in MCC.

2. EARNEST MONEY DEPOSIT (EMD) :

- 2.1 The tender should be sent along with an Earnest Money Deposit (EMD) of 1% of total cost (inclusive of all taxes) of the articles quoted for (rounded to the nearest Rupee). The amount must be paid by Demand Draft payable at Thalassery in favour of the Director, Malabar Cancer Centre. **The DD should be kept along with tender. The details of DD (DD number, date details of Bank etc), except the amount, should be furnished in the tender.** The EMD of the unsuccessful tenderers will be returned as soon as possible after the tenders

are settled; but that of the successful tenderers will be adjusted towards the security that will have to be deposited for the satisfactory fulfillment of the contract. Tenders without EMD shall be rejected by the institute. No interest will be paid for the EMD received.

- 2.2 Cheque, Cash payment, Money Order, Fixed deposit etc will not be accepted as EMD.
- 2.3 The tenderer shall be responsible for payment of any charges due to any statutory authorities such as Income Tax, Sales Tax, and Customs Duties etc. In the event, if it found that there is some statutory deduction to be made at the source, the Tender Inviting Authority will have the authority to do so.

3. TECHNICAL & PRICE BID (In single cover)

- 3.1 The Technical bid and price bid contain the complete technical specifications and details of price for each items quoted.
- 3.2 **All pages of Tender document should be duly signed and sealed. Tender without sign and seal shall be rejected.**
- 3.3 Apart from the documents and signed copy of the purchased tender document, the necessary enclosures should be submitted in this tender. In short, the technical bid should contain all the necessary documents to prove the technical competency and capability of the tenderer for supplying the item meeting the quality standards and technical specification and the ability of the tenderer for providing efficient after sales service to the satisfaction of the Tender Inviting Authority and the user institution
- 3.4 **The tender will be opened** in the presence of tenderers or authorized representatives on **13/3/2026 at 3.30pm** by the Director or any other officer authorized by him, in the presence of such of those tenderers or their nominees who may be present at that time.
- 3.5 **The price shall be submitted** in the format given in this document as Price Bid Form. **The Price bids submitted in any other formats will be treated as non-responsive and not considered for tabulation and comparison.**
- 3.6 If any Tenderer wishes to quote more than one Model, then the EMD submitted should be in compliance with the highest quoted Model. For quoting multiple Models by a Tenderer, separate sheets of price bid formats should be enclosed in the price bid.
- 3.7 If any Tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any, deposited by him will be forfeited to the Centre and such action will be taken against him as the Centre think fit.
- 3.8 Tenderers shall invariably specify in their tenders the delivery conditions including the time required for the supply of the articles tendered for.
- 3.9 The successful tenderer shall, **before signing the agreement and within the period specified in the letter of acceptance, deposit a sum equivalent to 5% of the value of the contract as security deposit for the satisfactory fulfillment of the contract.** Security Deposit can be remitted by way of Demand Draft / Bank Guarantee from a Nationalized Bank equivalent to the security deposit amount with **validity of 66 months** from the date of issue drawn in favour of Director, Malabar Cancer Centre, payable at Thalassery.
- 3.10 In cases where a successful tenderer after having made partial supplies fails to fulfill the contract in full, all or any of the materials not supplied may at the discretion of the MCC, be purchased by means of another tender, quotation or by negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the Centre thereby shall together with such sums as may be fixed by the Centre towards damages be recovered from the defaulting tenderer.

- 3.11 The Security deposit shall be subject to the conditions specified herein, returned to the Supplier within two months after the expiration of the contract, on request by the Tenderer, but in the event of any dispute arising between Centre and the Supplier, the former shall be entitled to deduct out of the deposits or the balances thereof until such dispute is determined, the amount of such damages, costs, charges and expenses as may be claimed. The same may also be deducted from any other sum which may be due at any time from the Centre to the Supplier.
- 3.12 **Security Deposit:** 5% of the total purchase order amount will be released only after the successful completion of **Contract period** and only on request by the firm within 60 days from the date of competition warranty period. The non receipt of request for releasing the security amount within 60 days will be automatically forfeited by MCC without prior information. The Security Deposit will not carry any interest on it.

4. CLARIFICATION OF BIDS

- 4.1 During evaluation of bids, the Tender Inviting Authority may, at its discretion, give opportunity to the tenderer(s) for clarification of points raised by the Bid Evaluation Committee on its bids submitted.
- 4.2 The request for clarification and the response shall be in writing, either through email or fax or by post.

5. OPENING OF TENDER

- 5.1 The opening of the tender shall be done by the Tender Inviting Authority or his authorized representative in the presence of the prospective tenderers or his/her representative who choose to attend at the respective time and place mentioned.
- 5.2 The tenderers or representatives present for the opening of the envelopes shall sign registers evidencing their attendances.
- 5.3 In the event of the specified date for opening of Tender being declared holiday, the Tender shall be opened at the appointed time and venue on the next working day.
- 5.4 The tenderer's names, the presence or absence of the requisite EMD and such other details as the Tender Inviting Authority may consider appropriate, shall be announced at the time of opening of the Tender.
- 5.5 In the event of the tender and claims in the covers are materially missing or of substantial error or unqualified for want of required qualifications, shall stand disqualified and rejected. However, minor infirmities in the submission of documents will be allowed to be rectified so as to ensure qualification of maximum number of competitive offers to the final round.
- 5.6 The tenderer shall be responsible for properly super scribing and sealing the envelopes and the Tender Inviting Authority shall not be held liable for accidental opening of the envelopes before the time appointed for opening of the envelopes.

6. AGREEMENT

The Supplier will execute a purchase agreement with MCC in a Kerala non-judicial stamp paper worth Rs.200/- within 10 days on receipt of purchase/supply order.

7. DELIVERY

- 7.1 The successful tenderer will have to arrange transportation of the ordered goods as per its own procedure and pay necessary insurance against loss or damage incidental to manufacture or

acquisition, transportation, storage and delivery and pay all necessary charges incidental till it is installed in the User Institution.

- 7.2 It shall be ensured that the equipments arrive at the destination(s) in good condition within the delivery period mentioned and as per the other requirements of the Tender Document.

8. PAYMENT

- 8.1 Payment will be made after supply the item as per the purchase order issued from time to time.
- 8.2 All payment to the Suppliers will be made by Cheque/NEFT/RTGS, in case of payments in India.

9. OTHER CONDITIONS

- 9.1 The supplier should quote the quality items only.
- 9.2 The time taken for the delivery of the item Should be mentioned
- 9.3 The supplier shall not assign or make over the contract or the benefits or burdens thereof to any other person or body corporate. The Supplier shall not underlet or sublet to any person or persons or body corporate the execution of the contract or any part thereof without the consent in writing of the Director/Purchase Officer who shall have absolute power to refuse such consent or to rescind such consent (if given) at any time if he is not satisfied with the manner in which the contract is being excited and no allowance or compensation shall be made to the Supplier or the sub agent upon such recession. Provided always that if such consent be given at any time the Supplier shall not be relieved form any obligation, duty or responsibility under this contract.
- 9.4 In case the Supplier becomes insolvent or goes into liquidation or makes or proposes to make any assignment for the benefit of his creditors or proposes any composition with his creditors for the settlement of his debts, or carries on his business or the contract under inspection on behalf of his creditors or in case any receiving orders or orders for the administration of his estate are made against him or in case the Supplier shall commit any act of insolvency in case in which under any clause or clauses of this contract the Supplier shall have rendered himself liable to damages amounting to the whole of his security deposits, the contract shall thereupon, after notice given by the purchasing officer to the supplier be determined and the Centre may complete the contract in such time and manner and by such persons as the Centre shall think fit. But such determination of the contract shall be without prejudice to the right or remedy of the Centre against the supplier or his sureties for recovery of all expenses and damages incurred and caused to the Centre as a result of the breach of contract by the supplier by resorting to the provisions of the Kerala Revenue Recovery Act or such other Act in force at the relevant time.

a) If the supplier fails to deliver any or all of the goods or perform the services within the time period specified in the contract, the purchaser shall without prejudice to its other remedies under the contract, deduct from the contract price as liquidated damages a sum equivalent to 0.5% of the delivered price of the delayed goods or unperformed services for each week of delay until actual delivery or performance, up to a maximum deduction of 10% of the contract price. Once the maximum is reached the Purchaser may consider termination of the contract.

b) In case the Supplier fails to supply and deliver any of the said articles and things within the time provided for the delivery of the same or in case the Supplier commits any breach of the covenants, stipulations and agreements herein contained, and in his part to be observed and performed, then and in any of such case, it shall be lawful for the centre, (if they shall think

fit to do so) to arrange for the purchase of the said articles and things from elsewhere on behalf of the centre after putting an end to this Contract by an order in writing of the Purchasing Officer. In that event the Supplier shall be liable to pay to the Centre any loss , damages, costs , expenses or other amounts including the expenditure for the purchase incurred and sustained by the Centre for re-arranging the supply on account of the breach committed by the Supplier.

c) In case any difference or dispute arises in connection with the contract, all legal proceedings relating to the matter shall be instituted in the court within whose jurisdiction MCC is situated.

9.5 Any sum of money due and payable to the Supplier (including Security deposit returnable to him) under this contract may be appropriated by MCC and set off against any claim of the MCC for the payment of a sum of money arising out of or under any other contract made by the Supplier with MCC. Any sum of money due and payable to the successful tenderer or Supplier from the MCC shall be adjusted against any sum of money due to MCC from him under any other contracts.

9.6 No representation for enhancement of rates once accepted will be considered.

9.7 Any attempt on the part of the tenderers or their agents to influence the Officers of the Centre by personal canvassing will disqualify the tenderers.

9.8 **The prices quoted should be inclusive of all taxes, duties, cesses etc., except customs duty, if any which are or may become payable by the Supplier under existing or future laws or rules of country of origin and India for supply and delivery during the course of execution of the contract.** In case of contradiction between the laws of the country of origin and India, the laws of India will prevail. The prices quoted should be for all costs for the delivery of the equipment, its installation and commissioning at the specified site in the Centre.

10. Correspondence: Any notice given by one party to the other pursuant to the contract shall be sent in writing by registered post with A/D or by telegram or telex/cable/fax and confirmed in writing to the address given below.

Purchaser: Director,
Malabar Cancer Centre(PGIOSR),
PO-Moozhikkara, Thalassery,
Kannur District, Kerala – 670 103
INDIA.
Website: www.mcc.kerala.gov.in
E-mail: purchase@mcc.kerala.gov.in

Supplier: (To be filled at the time of submitting the tender).

ANNEXURE - I

(Format of Purchase Agreement)

A G R E E M E N T

No: _____

Agreement executed on ----- 2022 between M/s.----- (Address of the firm) -, (herein after called the “Supplier”) of the one part and Malabar Cancer Centre established by a charitable society registered under the societies Registration Act 21 of 1860 with registration No.309/1997 and is Society, Thalassery (herein after called “MCC”) of the other part.

And whereas the “Supplier” has submitted their tender vide bid No:----- dated -----(Tender No:--- -----), accepted their above said offer and awarded the purchase/work order to the “Supplier” on terms and conditions contains its Letter of Acceptance No: ----- and their documents referred therein, which have been accepted by the “Supplier” resulting into a contract.

And WHEREAS “MCC” have been pleased to accept the offer subject to the conditions stipulated in the Purchase Order No: ----- (which shall form part of this agreement as if incorporated herein) in respect of the terms mentioned therein.

NOW THESE PRESENTS WITNESS AS FOLLOWS

The “Supplier” hereby agreed and declared that:

- 1) The Total amount for the supply of tablet cover is based on the purchase order as and when issued within the contract period. The amount includes all taxes and delivery charges at MCC. No additional payments/charges can be claimed over and above the approved amount under any circumstances.
- 2) The item should be of the same quality approved by MCC and accepted by the Supplier.
- 3) It is the duty of the supplier to take statutory approvals for this installation from any of the Government/Quasi Government/others if required.
- 4) It is the duty of the supplier to take the site clearance approval from MCC before going to despatch the item.
- 5) The Supplier/contractor should make his own arrangements for loading, unloading, transportation, labour etc., shall complete without any additional delivery charges at MCC **within the time specified in the purchase order.**
- 6) The Supplier/Contractor should supply the item within the time and as per the tender specifications of MCC. If the supply is delayed, the supplier should pay a penalty of Rs.100/- for each day or a sum equivalent to 1% of the total value in the purchase order.
- 7) **Payment:** Entire Payment will be made after supply the items based on the purchase order.
- 8) Any sum of money due and payable to the Supplier (including Security deposit returnable to him) under this contract may be appropriated by MCC and set off against any claim of the MCC for the payment of a sum of money arising out of or under any other contract made by the Supplier with MCC. Any sum of money due and payable to the successful tenderer or

Signature of the Director

Page 12 of 17

Signature of the Supplier

Supplier from the MCC shall be adjusted against any sum of money due to MCC from him under any other contracts

- 9) The item supplied should be free from any defects.
- 10) No compensation will be given at any circumstances for the damage to the item. The damage to the items will be made good by the Supplier at his own cost and no claim on this account shall be entertained.
- 11) Similarly, if the supplier causes any damage/loss to MCC property then it should be made good/repaired at his own cost. In case he fails to make good the damage/loss then the cost incurred for the same will be deducted from his bill.

- 12) All disputes arising out of or in any way connected with this supply shall be in the jurisdiction of the **Thalassery Court**.
- 13) **This agreement is valid for a period of Two year from -----2026 to -- --- 2028 and may be extended for one more year based on the satisfactory performance of the supplier.**
- 14) The contractor agrees that all sums found due to MCC under or by virtue of these presents shall be recoverable from him and his properties movable and immovable under the provision of the **Revenue Recovery Act by strength of Order No. 54/2019/RR dated 20th August 2019**, for the time being in force as though they are arrears of land revenue or in any other manner and within such time as MCC may deem fit. The Contractor agrees that in deciding what sum of money is due from the contractor, under or by virtue of this agreement, the decision of MCC shall be final and conclusive and shall be binding on the contractor.
- 15) Security Deposit 5% of the total purchase order amount will be released only after the successful completion of contract period and only on request by the firm within 60 days from the date of completion of contract period. The non receipt of request for releasing the security amount within 60 days will be automatically forfeited by MCC without prior information. The Security Deposit will not carry any interest on it.
- 16) All other conditions including specifications are as per Tender documents.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first written above.

Name and Designation

Name and Designation

MCC's Stamp

Suppliers stamp

Witness:

1)

1)

2)

2)

Signature of the Director

Signature of the Supplier

DECLARATION FORM

I/We -----
-- M/s.----- represented by its
Proprietor/Managing Partner/Managing
Director having its Registered Office at --
----- do
hereby declare that I/We have carefully read
all the conditions (including the Special
Conditions of the Contract (S.C.C) and the
General Conditions of the Contract (G.C.C)
of tender No **DATED**-----for
the supply of invited by the
Malabar Cancer Centre, Moozhikkara (PO),
Thalassery- 670103 and accepts all
conditions of Tender.

Signature of the Tenderer

Name in capital letters with Designation

ANNEXURE - V

AFFIDAVIT

**Format for Affidavit certifying that Entity / Promoter(s)
/Director(s)/Partners of Entity are not blacklisted**

I, M/s ----- (Name of the firm),
having registered office athereby
certify and confirm that we or any of our
promoter(s) /director(s) are not barred by
Department of Health & FW, Govt. of Kerala/ or
any other entity of GoK or blacklisted by any
state government or central government /
department / organization in India from
participating in Tender/s, either individually
or as member of a Consortium as on the-----
(Last date of submission of tender).

We further confirm that we are aware that, our
bid for the captioned tender would be liable for
rejection in case any material misrepresentation
is made or discovered at any stage of the
Bidding Process or thereafter during the
contract period.

Dated thisDay of, 20....

Name of the Applicant

..... Signature of the Authorized
Person

..... Name of the Authorized Person

PRICE BID FORM

TOTAL QUOTED AMOUNT FOR THE SUPPLY OF TABLET COVER

Sl. No.	Description of items	Qty *	Amount (Incl. of GST)
1	Medicine cover size 12cmx8.5cm (Printed-white colour)	100000	
2	Medicine cover size 15.5cmx9.5cm (Printed-white colour)	100000	
3	Medicine cover size 18cmx11cm (Printed-white colour)	100000	
4	Medicine cover size 23cmx17cm (Non printed-brown)	100000	
5	Medicine cover size 28cmx21cm (Non printed-brown)	100000	
TOTAL AMOUNT		<i>In Figures:</i> <i>In Words: (Rupees)</i> <i>only</i>	

Name and address of Supplier:

.....

.....

• Actual quantity may be varied based on needs of the hospital.

Signature of the Director

Signature of the Supplier

(Model of tablet cover-Printed)

Colour White



MCC, THALASSERY

Patient Name : രോഗിയുടെ പേര്		Expiry	Batch
Medicine മരുന്ന്			
Morning രാവിലെ		Before food ഭക്ഷണത്തിന് മുൻപ്	<input type="text"/>
Noon ഉച്ചക്ക്		After food ഭക്ഷണത്തിന് ശേഷം	<input type="text"/>
Evening വൈകുന്നേരം		With food ഭക്ഷണത്തോടൊപ്പം	<input type="text"/>
At bed time രാത്രി		Special instruction:	
Checked by		Pharmacist	