भारत सरकार/ GOVERNMENT OF INDIA
अंतरिक्ष विभाग/ DEPARTMENT OF SPACE
भारत अंतरिक्ष अनुसंधान संगठन/ INDIAN SPACE RESEARCH ORGANISATION
विक्रमसारा भाईअंतरिक्ष केंद्र/VIKRAM SARABHAI SPACE CENTRE
तिरुवनंतपुरम/ THIRUVANANTHAPURAM-22

No. 6.4/VSSC/CHSS/RFP/2026/01 03.11.2026

REQUEST FOR PROPOSAL

"Empanelment of Pharmacy outlets under Contributory Health Service Scheme (CHSS) for supply of medicines to CHSS beneficiaries of VSSC based on the prescription issued by the Authorised Medical Officers of Vikram Sarabhai Space Centre".

1.0 PREAMBLE:

Vikram Sarabhai Space Centre, hereinafter referred to as 'VSSC' located at Thiruvananthapuram, Kerala, a lead Centre of Indian Space Research Organisation (ISRO) under the Department of Space (DOS), Government of India. VSSC is providing medical coverage to beneficiaries under the Contributory Health Service Scheme (CHSS) through various Hospitals empanelled all over Kerala. As per the existing practice, the beneficiaries under CHSS can purchase medicines prescribed by Authorised Medical Officers (AMOs) /Empanelled Specialists/Specialists in empanelled hospitals through any licensed pharmacies on cash basis. It is proposed to empanel retail pharmacies all over Kerala where VSSC AMOs are engaged / empanelled or where empanelled hospitals exist for supply of admissible medicines to CHSS beneficiaries on credit basis (Detailed of location attached as Annexure-E).

1.1 Key Definitions:

1.1.1 "**CHSS**" shall mean the Contributory Health Service Scheme (hereinafter called the **Scheme**) of the Department of Space, as administered through the Vikram Sarabhai Space Centre, Thiruvananthapuram for and on behalf of the Centres/Units of ISRO/DOS, Department of Atomic Energy (DAE)and attached Central Industrial Security Force (CISF)Units as mentioned at Para 1.1.3 below.

1.1.2 "**Centre**" means the Vikram Sarabhai Space Centre (VSSC), located at Thiruvananthapuram-695022, under the Indian Space Research Organisation.

1.1.3 **"Eligible beneficiary"** shall mean either Employees or Pensioners of the following Centres/Units and their dependents having valid CHSS photo identity card.

a) Vikram Sarabhai Space Centre (VSSC), Thiruvananthapuram and Aluva.
b) Liquid Propulsion Systems Centre (LPSC), Thiruvananthapuram
c) ISRO Inertial Systems Unit (IISU), Thiruvananthapuram
d) Indian Institute of Space Science and Technology (IIST), Thiruvananthapuram
e) Department of Atomic Energy (DAE) employees enrolled in the CHSS and stationed at Thiruvananthapuram

f) Central Industrial Security Force (CISF) personnel posted in VSSC/LPSC/IIST and their dependents.
g) Retired Employees of other ISRO Centres/DAE, and their dependent family members who are enrolled under the Scheme.

1.1.4 "**CMO**" shall mean the Chief Medical Officer of the Vikram Sarabhai Space Centre, Thiruvananthapuram.

1.1.5 "**AMO**" shall mean the Authorised Medical Officers, who are Medical practitioners recognized by VSSC, at various locations to provide first line of consultation/ treatment. An eligible beneficiary is attached to a specific AMO.

1.1.6 "**Specialists**" shall mean consultants recognized by VSSC under various medical specialties.

2.0 SCOPE OF WORK:

2.1 Duration of the Contract

The duration of the Contract shall be for a period of **Two years from the date of issue of the Contract.** However, VSSC reserves the right to extend the same for further periods at the same rate, terms & conditions on mutual agreement. VSSC also reserves the right to shortclose/terminate the same, by giving one-month prior notice in writing, if the performance of the contractor is found to be unsatisfactory during the currency of the contract, without any financial obligations on VSSC's side.

2.2 Empaneled retail pharmacy outlets (Vendor), shall supply admissible medicines to the CHSS beneficiaries on CREDIT basis, based on the prescription given in CHSS Form No.7 or Form No.3. The scope of work includes but is not limited to:

a) Dispensing prescribed medicines, on CREDIT, to the CHSS beneficiaries as per prescription given in CHSS Form No.7 or Form No.3.
b) Maintaining accurate records of medicines dispensed to each beneficiary.
c) Ensuring the availability of a wide range of medicines at competitive prices.
d) Providing quality assurance for all dispensed medicines.
e) Adhering to all relevant regulations and guidelines related to the dispensing of medicines.

2.3 General Conditions:

2.3.1 The vendor shall provide admissible medicines issued by AMOs/Specialists from the recognized Hospitals of VSSC on credit basis to CHSS beneficiaries. Vendor should ensure that Beneficiary who approaches the pharmacy for medicines has valid CHSS identity card and prescription given in CHSS Form No.7 or Form No.3.

2.3.2 The validity of prescription is for **five days** and beneficiaries are expected to purchase the medicines within the validity. The prescription form in original should be enclosed along with the bills submitted for claim by the pharmacy.

2.3.3 In case all the medicines in the prescription are not available in the pharmacy, the available medicines should be issued and in the event of non-availability, the original prescription should be returned to the beneficiary clearly indicating the issued medicines. The copy of this prescription should be retained in the pharmacy for submission along with the bill.

2.3.4 It is the responsibility of the vendor to ensure the quality of the medicines issued from the pharmacy.

2.3.5 List of inadmissible medicines will be provided to the vendors. Cost of inadmissible medicines, if purchased, can directly be collected from the beneficiaries.

2.4 **Bills and payment:**

2.4.1 The vendor shall submit the original bill(s) along with prescription(s) to the Accounts Section (CHSS), Centre Accounts, VSSC for settlement. A duplicate copy (credit bill) shall be provided to the beneficiary by the vendor.

2.4.2 The vendor shall raise bill of each beneficiary and submit to VSSC Accounts on fortnightly/monthly basis along with all prescriptions and bills against each transaction with consolidated statement.

2.4.3 The bills for a particular financial year should be settled in the same financial year itself except for the bills pertaining to the month of March.

2.4.4 On receipt of claim, the same shall be paid directly by VSSC within 15 days from the date of receipt of the bill.

2.4.5 The details of payments made against each bill including deductions, if any, will be informed by Accounts Officer concerned through email to the vendor, which shall be reconciled within a period of one month.

2.4.6 No request for reconciliation shall be entertained beyond a period of one month after settlement of the bill.

2.4.7 The vendor should submit Bank Account number, IFSC code, Name of the bank and branch.

3.0 INSTRUCTIONS TO VENDORS:

3.1 Vendors registered in India only need to participate.

3.2 The Vendor shall possess (a) a shop/outlet (b) valid Drug license from Central or State Drug standard Control organization, (c) GST registration.

3.3 Location of the outlet should be ~1.5 km from the identified location.

3.4 The proposal shall contain complete information of the VENDOR, its human resources, infrastructure, assets, financial standing, line of business and credentials.

3.5 Any data, information or any other documents that are received from VSSC shall be kept confidential and shall not be tampered with or disclosed to third parties

without explicit written permission from VSSC/ISRO. A Non-Disclosure Agreement (NDA) shall be signed by the Vendor in this regard (Annexure-A).

3.6 The Vendor shall submit the proposal in time as prescribed for receipt.

3.7 Based on the proposal, if required, VENDORs may be invited for further discussions at VSSC, Thiruvananthapuram for providing clarifications.

3.8 VSSC/ISRO reserves the right to accept or reject any bid/ proposal, duly assigning reasons thereof.

3.9 VSSC/ISRO reserves the right to verify all claims made by the VENDOR, which includes inspection and evaluation of infrastructure

3.10 VSSC reserves the right to short close/ terminate by giving a month's prior notice for non-performance. This RFP does not carry with it any guarantee of allotment of work.

3.11 The Vendor has to give a notice of 3 months to VSSC for alternate arrangements in the event of stoppage.

3.12 VSSC reserves the right to enter into parallel contract(s) in any locality with PSU vendors or agencies.

3.13 Pharmacies run by Government/PSUs are also welcome to apply.

3.14 The Vendors are requested to go through the RFP document carefully to understand the documents required to be submitted. Any deviations may lead to rejection of the Proposal.

3.15 The Vendor will not be allowed to submit the Proposal after the last date & time prescribed for submission of bid.

3.16 The following documents to be attached while applying for empanelment:

a. Copy of Drug license from Central or State Drug standard Control organization.
b. Copy of GST registration.
c. Proper address of the shop/outlet.
d. % discount to be offered over and above MRP
e. Copy of Income Tax Return filed for the last 3 years.

3.17 Each document submitted by the Vendor should be duly signed by the Vendor's authorized signatory.

3.18 Vendor(s) shall submit a declaration in the prescribed format (Annexure-B)

4.0 EVALUATION CRITERIA:

4.1 Vendor is required to quote a standard percentage discount across the board that can be offered to VSSC, as per the format mentioned in Annexure-C. Offer shall be standard percentage of discount across the board.

4.2 VSSC shall evaluate the responses of the Vendors to this RFP and scrutinize the submitted document (Annexure-C).

4.3 The final evaluation will be based on the percentage of discount offered, not below 20% preferably, if they fulfill other conditions of RFP.

4.4 VSSC may, at its discretion, empanel one or multiple vendors for each location.

4.5 Pharmacies run by AMOs recognized under VSSC/ ISRO will not be considered for evaluation.

4.6 Pharmacies having multiple outlets / branches / chain shall indicate in the application whether they are willing to provide the same rate of discount across all their outlets / branches /chain.

4.7 Successful vendors will have to enter into a standard agreement with VSSC.

4.8 The decision of VSSC shall be final and binding in the evaluation of proposals.

4.9 No correspondence will be entertained outside the process of evaluation with VSSC.

4.10 VSSC may call for meetings (either online or offline) with the Vendors or may issue in writing/email seeking clarifications or confirmations on their proposals.

4.11 During the Proposal Evaluation, VSSC reserves the right to reject any or all the proposals. The Evaluation Committee (EC) constituted by the VSSC shall evaluate the responses to the RFP. VSSC reserves the right to check/validate the authenticity of the information provided in the proposal and the requisite support to be provided by the Vendor.

4.12 **Evaluation of Offers**

4.12.1 **Vendor is required to quote the maximum percentage discount that can be offered to VSSC, as per the format mentioned in Annexure-C**.

4.12.2 **Evaluation will be based on the percentage of discount offered. Highest rate of discount offered by the Vendor for each location will be considered and awarded with the Rate Contract.**

4.12.3 **VSSC reserves the right to enter into Parallel Split Rate Contract(s) with one or more Vendors**. **In this regard, Counter Offer will be issued for accepting the H-1 rate.**

4.12.4 **The Vendors (Pharmacy Outlets) willing to supply medicines at H-1 rate of discount will only be empaneled**.

4.12.5 If a firm quotes **NIL** discount, the bid shall be treated as unresponsive and will not be considered.

4.12.6 Any conditional bid would be rejected.

5.0 DISPUTE RESOLUTION MECHANISM:

(A) CONCILIATION: Notwithstanding anything contained in this contract, any disputes or differences whatsoever, which are to be settled amicably between the parties, shall be resolved through Conciliation.

(B) MEDIATION: Any disputes or differences, which are not settled amicably through Conciliation, then either of the parties, may approach for mediation to settle under Mediation Act, 2023.The procedure is to be followed as prescribed in the Mediation Act, 2023 amended from time to time.

(C) ARBITRATION: In the event of any dispute/s, difference/s or claim/s arising out of or relating to the interpretation and application of the Contract, such dispute/s or difference/s or claim/s shall be settled amicably by mutual consultations of the good Offices of the respective Parties and recognizing their mutual interests attempt to reach a solution satisfactory to both the parties. If such a resolution is not possible, within 30 days from the date of receipt of written notice of the existence of such dispute/s, then the unresolved dispute/s or difference/s or claim/s shall be referred to the Sole Arbitrator appointed by the Parties by mutual consent in accordance with the rules and procedures of Arbitration and Conciliation Act 1996 as amended from time to time. The arbitration shall be conducted in Bengaluru in the Arbitration and Conciliation Centre - Bengaluru (Domestic and International) as per its rules and regulations. The expenses for the Arbitration shall be shared equally or as may be determined by the Arbitrator. The considered and written decision of the Arbitrator shall be final and binding between the Parties. The applicable language for Arbitration shall be English only. Work under the Contract shall be continued by the CONTRACTOR during the pendency of arbitration proceedings, without prejudice to a final adjustment in accordance with the decision of the Arbitrator unless otherwise directed in writing by the DEPARTMENT or unless the matter is such that the works cannot be possibly continued until the decision (whether final or interim) of the Arbitrator is obtained. Arbitration will be a method of dispute resolution in contracts where dispute value is lesser than Rs.10.00 Crore.

6.0 PERFORMANCE SECURITY/ SECURITY DEPOSIT:

On receipt of the Contract, Security Deposit for Rs.10,000/-(Rupees Ten Thousand Only) should be submitted in the form of Demand Draft/Fixed Deposit Receipt/Banker's Cheque/Insurance Surety Bond/NTRP/Bank Guarantee issued by a Scheduled Bank as approved by the Reserve Bank of India and shall be valid beyond 2 months beyond the completion of this Contract. The Security Deposit shall not carry any interest and shall be returned by the Service Receiver on completion of all the contractual obligations or shall be adjusted/forfeited against non- fulfillment of any contractual obligations. The security deposit has to be executed within 30 days after the receipt of Contract as per our specimen. **No extension of the date for submission of the Security Deposit will be entertained by the Service Receiver and failure to submit in time will result in cancellation of the Contract.**

7.0 FALL CLAUSE:

The price quoted, in no event, shall exceed the lowest charges at which you quoted for identical description to any other party during the period of this contract. If at any time, during the said period, you reduce the charges of such items to any other customer, it shall be forthwith notified to us and the charges payable under the contract for supply/service done after the date of such reduction of charges coming into force of, shall stand correspondingly reduced.

8.0 TERMINATION AND SHORT CLOSING OF CONTRACT:

Under the normal circumstances, Termination/Short Closing of the Contract is not foreseen. However, in case of continued non-performance of the Rate Contract resulting inordinate delays and violations of any terms and conditions or that the work performance is not meeting the norms of Quality standards of VSSC, VSSC reserves the right to terminate the Contract wholly or partly by giving written notice of not less than 30 days.

9.0 FORCE MAJEURE CLAUSE:

In case, completion of job is delayed by any circumstances such as acts of God, sabotages, civil commotion, riots, insurrections, revolutions, earthquake, fire, flood or other natural events beyond the control of the Service Provider, which makes their work-force unable to complete the tasks assigned to them in time, then the Service Provider shall give notice within 15 days to the Service Receiver in writing of his claim for an extension of time. The Service Receiver on receipt of such notice after verification if necessary may agree to extend the period of Contract as may be reasonable without prejudice to other terms and conditions of Contract.

10.0 GENERAL:

10.1 Submission of Forged Documents:

If any of the Vendors submits any forged or false documents along with their proposal, such Tenders/Bids will be summarily rejected and such pharmacies will be blacklisted for all future tenders/bids.

10.2 Validity:

The bid submitted by the Vendor shall be valid for a minimum period of **One Hundred and Twenty Days (120 Days)** from the date of opening of the Bids/Tenders.

10.3 Corrections/Alterations:

Any corrections in any portion of the tender/bid shall be rounded off and shall be compulsorily signed by the Vendor's Authorized Signatory, failing which such tenders/bids are liable for rejection.

11.0 DUE DATE AND DUE TIME FOR SUBMISSION OF TENDER/BID

11.1 The due date and time for submission of Tender Bid will be 17.11.2026 at 1700 hours.

11.2 The Vendor shall submit their Tender/Bid along with the prescribed Annexures A, B, C & D, complete in all respects, in a sealed cover **superscribing the Tender No. 6.4/VSSC/CHSS/RFP/2026/01 and Due Date 17.11.2026 at 1700 hours to Sr. Administrative Officer, CHSS, ATF Area, Vikram Sarabhai Space Centre, Thiruvananthapuram - 695 022.**

11.3 Tenders/Bids received after the said Due Date and Due Time will **NOT** be considered.

11.4 Fax/E-mail Tenders/Bids/Late and Delayed Tenders, also will **NOT** be considered.

12.0 Corrigendum, if any, towards this RFP will be issued only in the websites: www.vssc.gov.in and www.isro.gov.in

Note:

For Clause No. 2.4.7 & 3.16, information provided by the VENDOR shall be supported with documentary evidences. Brochure, detailing the VENDOR profile may be submitted. Copy of the previous similar purchase/work orders executed by the VENDOR also shall be appended if any.

VENDORS meeting the requirements and are interested in associating with VSSC/ISRO for the aforesaid proposal may submit their interest in writing along with copies of supporting documents for verification/evaluation. Qualified VENDORS will be shortlisted and detailed proposals from such VENDORS will be solicited.

A *checklist (Annexure D) for the supporting document to be submitted by the VENDOR along with the proposal is enclosed and places where pharmacies are required, are attached as Annexure E.*

Sd/-
Senior Administrative Officer, CHSS

ANNEXURE- A

CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

THIS AGREEMENT is made on --date—

BETWEEN

VIKRAM SARABHAI SPACE CENTRE, INDIAN SPACE RESEARCH ORGANISATION (ISRO), Thiruvananthapuram, a premier Government of India organization, under the administrative control of the Department of Space (DOS), represented by Administrative Officer, CHSS, VIKRAM SARABHAI SPACE CENTRE located at Thiruvanathapuram, India. (the "Disclosing Party")

(hereinafter referred to as "ISRO" which expression shall wherever the context so requires or admits, mean and include its successors- in- interest, administrative constituents, assigns, nominees, etc) And:

Party address (To be filled by party/bidder) (the "Receiving Party")

(hereinafter referred to as "The Company", which expression shall whenever the context so requires or admits, means and include its successors-in- interest, administrators, Directors, employees, subsidiaries, assigns, nominees, etc)

WITNESS AS FOLLOWS:

I. WHEREAS, ISRO is a premier Space Research and Technology Organization in India and is responsible for the development of space technology and its application for National tasks;

II. WHEREAS, VSSC intends to empanel Pharmacy outlets under Contributory Health Service Scheme (CHSS) for supply of medicines to CHSS beneficiaries of VSSC based on the prescription issued by the Authorised Medical Officers of Vikram Sarabhai Space Centre.

WITNESS AS FOLLOWS

I. NOW THIS AGREEMENT WITNESS THAT, in consideration of the above and of the mutual convents contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, ISRO and the company agree to be unconditionally bound by the following terms and conditions:

1. As used throughout this agreement, the term "Confidential Information" or "Proprietary Information" means any information including details of CHSS beneficiaries, diagnosis, medicines prescribed by Doctors, bill amount etc. All information of ISRO that is disclosed to the company or to which the company obtains access, for the purpose, shall be presumed to be confidential information

2. The company in each case declares and undertakes that from the date of disclosure in respect of Proprietary or Confidential Information disclosed to it hereunder, it shall:

   a) Not to disclose to any third party the Propriety of Confidential Information, except as required by law or as may be necessary to enforce the terms hereof.
   b) Not to use of the Confidential Information for any purpose other than for or in connection with the purpose
   c) Maintain all of the Confidential information in confidence and not disclose any portion of the Confidential Information to any third party, person or entity without the prior written consent of ISRO
   d) Not disseminate Confidential Information otherwise than for or in connection with the authorized purpose, and shall be only to the employees, agents or affiliates of Company who have a need to know said Confidential Information in order for the company to carry out proper purposes and responsibilities related to company's discussions with ISRO and the purpose and who have been advised of the confidential nature of such information
   e) Not to disclose such Proprietary or confidential information to any personnel within the Company's organization who do not have a need to receive such Proprietary or Confidential Information for the purpose;
   f) Not to use or allow to be used such Proprietary or Confidential Information in whole or in part except solely in relation to the Purpose herein referred to, unless (and then only to the extent which) a further use of the Proprietary or Confidential Information is specifically authorized in writing by ISRO
   g) Ensure that its employees, agents and anyone who may have access to or be disclosed Confidential Information within the organization of the Company, for

the purpose of their duties enter into or are bound by confidentiality and non-disclosure agreements as part of their employment or contract with the company.

3. The obligations pursuant to clause 2 above shall not apply to information which:

   a) Is or becomes a part of the public domain through no act or omission of the company;

   b) Can be shown to be already possessed by the Company as of the date of disclosure;

   c) Was made available to the company on a non-confidential basis by a third party having a right to do so;

   d) Is disclosed by order of a court of competent jurisdiction; or

   e) ISRO authorizes in writing for release

4. In the event that the company or its representatives receives a request to disclose all or any part of the Confidential Information under the terms of a valid and effective notice or order issued by a court of competent jurisdiction or by a government body, the Company agrees to immediately notify ISRO of the existence, terms and circumstances surrounding such a request.

5. If the Company becomes aware of any disclosure concerning Proprietary or Confidential Information not permitted by this Agreement, it shall immediately inform ISRO, cease and desist from using or accessing that Confidential Information immediately and they shall jointly seek to remedy the situation.

6. The parties hereto acknowledge that the Confidential Information is the property of ISRO and the disclosure of the Confidential Information to contract does not convey any right, title or license in the Confidential Information to the company. The company shall not appropriate the Confidential Information to its own use or to the use of any third party and shall only use the Confidential Information for the exclusive benefit of the Company except to the extent otherwise authorized in writing by company

7. It is further understood and agreed that no failure or delay by ISRO in exercising any right, power or privilege hereunder shall operate as a waiver thereof, not shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any right, power or privilege hereunder.

8. The parties shall each designate a single address and person (s) in their organization to send and receive written disclosure and identifications of Proprietary or Confidential information hereunder and to be responsible for ensuring the observance of the strict terms of this Agreement.

For Company
Name of Company's authorized person's Name:

For ISRO
Sr. Administrative Officer, CHSS

Notices hereunder shall be deemed validly given if delivered by and/or sent by fax or email or registered post acknowledged due or by reputed courier service with proof of delivery to the above authorized persons at the address of the intended recipient as shown above, and shall be deemed effective upon the date of receipt.

9. A Party may re-designate its respective authorized person by written notice to the other Party.
10. The termination of the discussion or relationship between the parties shall not relieve Contract or its employees, agents or affiliates of the obligations of non-use or non-disclosure hereunder or the obligation to return or destroy certain materials.
11. The parties agree that money damages would not be sufficient remedy for any breach of this Agreement, and the non-breaching party shall be entitled to enforce this Agreement by injunctive and other available relief, including without limitation specific performance.
12. No amendment or modifications of this Agreement shall be binding or effective unless made in writing and signed on behalf of the Parties by their respective duly authorized representative.
13. This Agreement shall be governed by and construed and interpreted in accordance with the substantive laws of India.
14. Any and all disputes, disagreements, or questions, be they fact or law, which arises between the Parties in connection with the interpretation of any provisions of this Agreement or the compliance or non-compliance therewith, or the validity or enforceability thereof, or the performance or non-performance by either party of the provisions of this Agreement which cannot be amicably settled by the parties within thirty (30) days of written submission by either party to the other of a notice of dispute, shall be finally submitted for adjudication "to a sole arbitrator appointed jointly by the parties, and in the absence of consensus among parties, by arbitral institutions designated by High Court of Kerala on application moved by one of the parties under Arbitration & Conciliation Act, 1996 as amended from time to time, whose decision shall be final and binding on the parties. Expenses incurred in Arbitral proceeding shall be shared equally by the parties or as may be determined by the Arbitrator. The language used in arbitral proceedings shall be English. This agreement is subject to jurisdiction of courts in Thiruvananthapuram only"

IN WITNESS WHEREOF, the parties have executed these presents on the date of first set forth above through their respective authorized representatives.

For Company

For INDIAN SPACE RESEARCH ORGANIZATION

Name of Company's authorized person

Company address

Sr. Administrative Officer, CHSS, VSSC

ANNEXURE-B

DECLARATION BY THE VENDOR

(To be provided by the Pharmacy with their bid
on the letter head of the Pharmacy)

1. I/We, … Son/Daughter/Wife/ Husband of Shri/Smt. … (Proprietor/Partner/Director/Authorized Signatory of the Firm), I am competent to sign the declaration and execute this Bid

2. I/We have carefully read and understood all the enclosed terms and conditions and undertake to abide by the same.

3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of our Tender at any stage besides liabilities towards prosecution under appropriate law.

Place: ………………………………………… (Signature of Authorized Signatory with Seal)

Date: ………………………………………… Name in full:

ANNEXURE–C

BIDDING FORMAT TEMPLATE
(TO BE PROVIDED IN THE VENDOR'S LETTER HEAD)

Tender Ref. No.	
Due Date & Time for submission	
Due Date & Time for opening	
Vendor's Reference No. and Date	

From: _____
_____
_____

To

The Sr. Administrative Officer, CHSS
CHSS Section, ATF Area
Vikram Sarabhai Space Centre,
ISRO PO., Thiruvananthapuram - 695 022

TENDER FORM

Dear Sir,

1. I/We hereby offer to supply the medicines as per procedure detailed in the RFP at the discount percentage hereunder quoted and agree to hold this offer open till _____ [Date]. I/We shall be bound to provide the services hereby offered upon the issue of the Contract communicating the acceptance thereof on or before the expiry of the last mentioned date.

Bid :

Standard discount (%) on MRP across the board to be specified:

Location name & distance from the location (in kms.) mentioned in Annexure-E

Location	Distance from the location to Pharmacy

2. I/We have understood the items of the tender annexed to the invitation to tender and have thoroughly examined the scope of the work as detailed in the RFP and am/are fully aware of the nature of the services required and my/our offer is to provide the services strictly in accordance with the requirements subject to the terms and conditions stipulated in the enquiry and contained in the Contract communicating the acceptance of this tender either in whole or in part.

3. I / We understand that the decision for award of Contract will be made based on the information furnished by me in this tender form.

Date: ……

(Signature of Authorized Signatory with Seal)

ANNEXURE-D

Checklist for the supporting documents.
(Duly filled checklist to be submitted by the Vendor along with the Expression of Interest)

Sl. No.	Document / Proof	Attached or not-attached with RFP	Remarks
1.	Drug license from Central or State Drug standard Control organization		
2.	GST registration		
3.	Brief introduction on capabilities related to the proposed work		
4.	Documents in support of prior experience in the relevant field		
5.	Copies of Income Tax Returns filed for the last 3 years		
6.	Brochure		
7.	Copies of similar purchase/work orders executed by the Vendor for established Govt. organisations		
8.	PAN No		
9.	Shop License from Local Body		
10.	Copy of Bank Account details/ Passbook		

I/We affirm that, the information submitted is complete in all respects and true to the best of our knowledge and that I/We am/are authorized to submit this application. I/We understand that the information furnished in the form above is liable to be verified and any misrepresentation may lead to my/our disqualification from the tendering process.

Name :
Signature of the authorized :
Designation :
Date :
Seal :

Annexure E

Sl No.	Location	Area
1	Parassala	Govt. Taluk Hospital, Parassala, Thiruvananthapuram-695 502
2	Neyyattinkara	General Hospital Junction, Neyyattinkara, Thiruvananthapuram-695 121
3	Balaramapuram	Parvathy Hospital, Balaramapuram, Thiruvananthapuram-695 501
4	Pravachambalam	State Bank of India Pravachambalam, Thiruvananthapuram-695 020
5	Pappanamcode	KSRTC Workshop, Pappanamcode, Thiruvananthapuram-695 018
6	Karamana 1	Near Kalady Old Junction, Thaliyal Road, Kalady, Karamana, Thiruvananthapuram-695 002
7	Karamana 2	Near Karamana Junction, Karamana, Thiruvananthapuram-695 002
8	Kattakkada	Killi Junction, Kattakada, Thiruvananthapuram- 695 572
9	Kattakkada	Kattakada KSRTC Stand, Kattakada, Thiruvananthapuram- 695 572.
10	East Fort	Ganapathy Temple, East Fort, Thiruvananthapuram
11	Chenthitta Street	Chenthitta Street, Chethitta, Thiruvananthapuram -695 036
12	Manacaud	Near Attukal Devi Institute of Medical Sciences, Manacaud, Thiruvananthapuram- 695 009
13	Fort 1	Near West Fort Junction/ SP Fort Hospital, West Fort, Thiruvananthapuram -695 023
14	Fort 2	Cheppil Lane, Near Mukkolakkal Temple, Manacaud PO, Thiruvananthapuram- 695 009
15	Edappazhanji	Near SK Hospital,Edappazhanji, Thiruvananthapuram-695006
16	Jagathy	Jagathy Junction (4 way), Thiruvananthapuram- 695 014.
17	Statue Junction	Statue Junction (Madhavarayar Statue), Near Secretariat, Thiruvanathapuram- 695 001
18	Vazhuthacaud	Bharat Petroleum Fuel Station, Vazhuthacaud Junction, Thiruvananthapuram- 695 014.
19	Thirumala	Near DDRC Agilus, Thirumala, Thiruvananthapuram-695 006
20	Peyad	Swami Vivekananda/Thazhvaram Road, Near Esakkiamman Temple, Peyad, Thiruvananthapuram- 695 593
21	Poojappura	Poojappura Jn. Thiruvananthapuram -695 012
22	Kudappunakunnu	Kudappunakunnu Junction, Kudappunakunnu, Thiruvananthapuram- 695 043
23	Sasthamangalam	Canara Bank, Sasthamangalam Jn, Thiruvananthapuram- 695 010
24	Pottakkuzhy Junction	Pottakkuzhy Junction (Traffic island),Thiruvananthapuram- 695 033.
25	Plamoodu	Plamoodu Junction, Thiruvananthapuram- 695 004.
26	Kesavadasapuram	Kesavadasapuram Junction, Thiruvananthapuram- 695004
27	Mannanthala	Mannanthala Junction, Thiruvananthapuram- 695 015.
28	Nalanchira	Kurishadi Junction, Nalanchira, Thiruvananthapuram- 695 004.
29	Karakulam	Keltron Junction,Karakulam, Thiruvananthapuram- 695 564
30	Nedumangad	Post Office, Nedumangad, Thiruvananthapuram- 695 541.
31	Kilimanoor	Kilimanoor Junction, Thiruvananthapuram- 695 601
32	Venjaramoodu Junction	Venjaramoodu Post Office, MC Road, Thiruvananthapuram- 695 607.
33	Pettah	Near Kallumoodu Junction, Pettah, Thiruvananthapuram -695 024

Sl No.	Location	Area
34	Chackai	Near Ananthapuri Hospital, Chackai, Thiruvananthapuram- 695 024
35	Enchakkal	Enchakkal Jn., Thiruvananthapuram
36	Vettukad	Nirmala Hospital, Balanagar, Vettukadu, Thiruvananthapuram- 695 02
37	Kulathoor	Mukolackal Junction, Kulathoor, Thiruvananthapuram- 695 583
38	Venpalavattom	State Bank of India ATM, Venpalavattom, Thiruvananthapuram- 695 029.
39	Sreekariyam 1	Near Chekkalamukku Junction, Sreekariyam, Thiruvananthapuram-695 017
40	Sreekariyam 2	Near Kariyam Junction, Kariyam, Sreekariyam, Thiruvananthapuram-695 017
41	Kazhakkuttom	Post Office, Kazhakkuttom, Thiruvananthapuram-695 582
42	Pothencode	Kerala Gramin Bank, Pothencode, Thiruvananthapuram- 695 584
43	Attingal	Krishi Bhavan, Attingal, Thiruvananthapuram- 695 101.
44	Attingal	KSRTC Depot,Attingal, Thiruvananthapuram - 695 101
45	Chirayinkeezhu	Chirayankeezhu Post Office, Chirayinkil, Thiruvananthapuram-695 301
46	Kallambalam	Near KTCT Hospital, Kallambalam, Thiruvanathapuram- 695 605
47	Varkala	Punnammoodu,Varkala, Thiruvananthapuram-695 141
48	Varkala	Near Sivagiri SN Medical Mission Hospital, Varkala, Thiruvanathapuram- 695 141
49	Anchal	Canara Bank,Anchal br., Anchal-690 518
50	Kottarakara	Market Junction, Kottarakara,Kollam-691 50
51	Kottiyam	Near Holy Cross Hospital, Kottiyam, Kollam- 691 571
52	Polayathode, Kollam	Polayathode Junction,Kollam- 691 001
53	Ramankulangara, Kollam	DDRC Agilus,Ramankulangara, Kollam-691 003
54	Mavelikara	Kandiyoor Junction, Mavelikara- 690 103.
55	Muttom, Alappuzha	Choondupalaka Junction, Muttom, Alappuzha- 690 511.
56	Ettumanoor	Shivas Junction, Pala Road, Ettumanoor, Kottayam – 686 631
57	Illikkal Junction, Kottayam	Illikkal Junction,Kottayam- 686 003
58	Thellakom, Kottayam	Caritas Hospital Junction, Thellakom, Kottayam- 686 637
59	Eraviperoor, Tiruvalla	SBI Eraviperoor, Thiruvalla
60	Tiruvalla	SCS Junction, Tiruvalla- 689 101
61	Aluva	Taluk Hospital, Thottakkattukara PO, Aluva – 683 572
62	Angamaly	TB Junction, Angamaly- 683 572.
63	Aroor	Federal Bank, Aroor Junction, Alappuzha
64	Choondy	Choondy, Aluva - 683112
65	Edappally	Edapally Jn., Ernakulam- 682 041
66	Ernakulam	Jos Junction, Ernakulam- 682 016
67	Kadavanthra	Kadavanthra Junction,Ernakulam- 682 020

Sl No.	Location	Area
68	Kolenchery	Near MOSC Medical College Hospital,Kolenchery, Ernakulam- 682 311
69	Mannoor	Near BP Petrol Pump, SH1, Mannoor, Ernakulam - 683542
70	Panampilly Nagar	Manorama Junction, Panampilly Nagar, Ernakulam-682 036
71	Perumbavoor	Perumbavoor Pvt. Bus Stand,Perumbavoor,Ernakulam-683 542
72	Tripunithura	Statue Junction, Tripunitara PO,Ernakulam-682 301
73	Thrissur	Ayyanthole Junction,Thrissur-680 003 (EOI 2.0)
74	Thrissur	Near Amala Hospital, Amala Nagar, Thrissur- 680 555
75	Kozhikode	Jail Road,Puthiyara,Calicut-673 004
76	Kozhikode	Near Aster MIMS Hospital, Govindapuram, Kozhikode- 673 01
77	Palakkad	Fort Maithan, Palakkad- 678 001
78	Palakkad	Near Paalana Institute of Medical Sciences, Kannadi, Palakkad- 678 701
79	Kannur	Dhanalakshmi Hospital,Kannothumchal Road,Kannur-670 002
80	Monvila	Arassummoodu / Kulathoor