

## Application Form for Medicine Supplier

Name of the manufacturer / Wholesaler:

Address / Phone number / E-mail address:

1 Are you a current supplier for Calcutta Rescue? YES / NO

(If "No" sample of same medicine has to be submitted for examination by CR)

2 Can you supply all medicine in the attached drug list? YES / NO

3 Documents to be submitted

Trade license , Drug license, PAN , GST registration certificate, last 3 months GST return details of bank account to facilitate electronic transfer of payment. (Please attach copies)

Present supplier for (companies...), references (attach separate sheet, if required):

Notes for particular attention.

1. Prices.

Tenderers should quote **the rate per unit** as mentioned in the medicine tender list given by Calcutta Rescue.

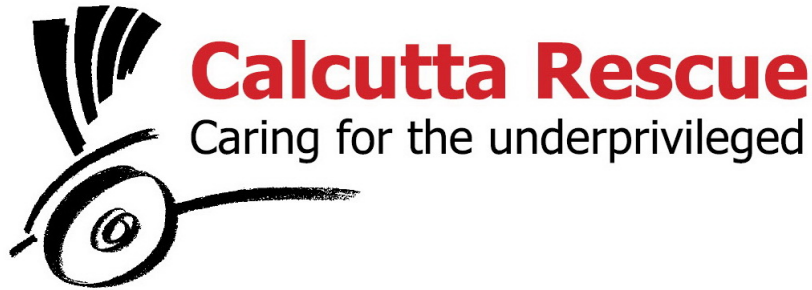
1.1 Escalation

**Prices should be fixed for a half year.**

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85 Collin Street, 4th Floor, Kolkata 700016, India  
Tel: + 91 33 2249 1520 – Fax: + 91 33 2217 5675  
[info@calcuttarescue.org](mailto:info@calcuttarescue.org) – [www.calcuttarescue.org](http://www.calcuttarescue.org)

**WB Societies Reg No:** S/67495/91-92; **FCRA Reg No:** 147120588  
**Indian Donations Tax Exempt** (Sec 80G, Income Tax Act)



### 1.2 Terms of payment

Payment will be made within 30 days of submission of bills by A/c payee cheque or Electronic transfer of payment.

### 3. Delivery

All orders will be placed by email or telephone and confirmed by a written Calcutta Rescue Purchase Order.

Delivery takes place within a week and in case of emergency within the day after the order. Delivery takes place without charging any extra costs, the medicines ordered for, to the Calcutta Rescue Central Pharmacy presently located at 4A, Nitya Gopal Chatterjee Lane, Kolkata-700037.

### 4. Failure to supply

Failure to supply of the goods ordered for within 7 days (maximum) will be treated as cancelled.

### 5. Returning of unused medicine

Returning of unused medicine will be accepted every time until 4 months before expiry date of the supplied item.

### 6. Quality (product specifications)

All items should be based on BP, USP, EP, IP standards unless otherwise stated. If not, the specification must be submitted.

6.1. Shelf-life of each item quoted for, should be 18 months upon arrival is required.

6.2. If required samples with batch certificates will be requested free of charge. Such samples should be sent to the address of the Main Pharmacy within fourteen days after receipt of telephone request.

6.3. Packaging material must be suitable for the purpose and have no detrimental effects on the pharmaceutical products. Primary packaging must give adequate protection against external influence and potential contamination.

6.4. Light-sensitive pharmaceuticals must be packed in containers that allow maximum protection from light.

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6.5. Heat sensitive products requiring cool storage under transport should be shipped in insulated containers according to the manufacturer's recommended storage conditions.

7. Labeling

Different batches of the same product do not be mixed. Every (different) batch number of one delivered item must be listed in the invoice.

8. Tenders for selected items

Tenderers need not necessarily quote for all items called for.

9. Returning of Bid

The attached drug list with the required details as mentioned therein, for the drug you are able to supply, should be **sent to [tender@calcuttarescue.org](mailto:tender@calcuttarescue.org) and returned with a signed and stamped hardcopy on or before 07<sup>th</sup> March-2018.**

If you are a wholesaler, the origin of the products must be clearly stated with name and address of manufacturer.

10. Power to accept all or part of tender.

Calcutta Rescue reserves the right to award all or part of the tender.

**Note:** for the MDR tuberculosis drugs, priority will be given to the manufacturer who are WHO approved

**I/ We agree to the above terms & conditions.**

Signature on behalf of CRK / Date

Signature on behalf of Supplier / Date

Name                      Designation

Name                      Designation

For any queries please visit our Office on Wednesday or Friday between 2 P.M. & 5 P.M.

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