

Notice No. AD 3C 2025-26/PMBJK

Date: 03.11.2025

## **EXPRESSION OF INTEREST (EOI)**

**Swami Vivekanand National Institute of Rehabilitation Training and Research (SVNIRTAR), Olatpur, Cuttack** an Autonomous Body functioning under the administrative control of Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, Government of India invites applications from interested **Individuals /Trusts/Societies/NGOs & Charitable Organizations** in **two parts (Technical and Financial)** to establish “**Pradhan Mantri Bhartiya Janaushadhi Kendra**” inside SVNIRTAR Campus. The interested applicants are required to submit their offer in the prescribed format of this EOI.

### **1. GENERAL TERMS AND CONDITIONS**

- It will be incumbent upon each applicant to fully acquaint themselves with the local conditions and factors at the respective location/site which would have any effect on the performance of the contract.
- The applicant is expected to obtain for themselves on their own cost and responsibility all information that may be necessary for preparing the bid and entering into the contract.
- Two rooms measuring 260 sqft. with an outside counter and accessibility features, connected with water and electricity facilities shall be provided by the Institute.
- The PMBJK operator shall have to bear the Electricity Bill and maintain the allotted space properly.
- The PMBJK operator shall arrange the required furniture, fixture and equipments required for the PMBJK at their own cost.
- The PMBJK operator is responsible for obtaining drug license in the name of Pradhan Mantri Bhartiya Janaushadhi Kendra and other permissions to run a drug store. Compliance to all statutory requirements for storage of drugs shall be ensured by the operator.
- The PMBJK operator has to strictly keep the Janaushadhi Kendra open during the working hours of the Institute and the Janaushadhi Kendra will not be closed except on public holidays.
- It will be mandatory to keep generic Medicines in the Janaushadhi Kendra.
- PMBJK operators will be allowed to sell allied medical products, commonly sold in chemist shops but are not supplied by PMBI.
- The PMBJK operator shall at their own cost maintain and keep the offered premises in good and hygienic condition and will keep it neat and clean and functional at all times.
- The PMBJK operator shall at its own cost appoint their own adequate staff to run the said shop. Such staff appointed by the operator shall not be treated as a staff of SVNIRTAR and shall not have any claim or lien on SVNIRTAR for any dues.
- The PMBJK operator will not use the store/shop for sale of other than Generic Medicines or any unauthorized or illegal or extraneous/obnoxious/banned drugs which are spurious, soiled, damaged, post-dated or expired or adopt any unfair means to boost the sale.
- The operation of the Janaushadhi Kendra, SVNIRTAR will be done in the letter and script as per the terms & conditions, guidelines for the operation of Pradhan Mantri Bharatiya Janaushadhi Kendra.
- Janaushadhi Kendra's complete accounts and stock will be maintained through computerized system. All billings should be done using PMBI's software. No medicine can be sold in PMBJK without using PMBI's software.
- The PNBK operator shall not assign, transfer, sub-let, pledge the operation of the Jan Aushadhi Kendra at any time during the tenure of the contract.
- In case of any information/document furnished by the applicant is found to be false and submitted with an intention to deceive at any stage, it would be deemed to be breach of terms and conditions of the EOI and may result in legal action beside termination of the agreement.

## 2. AGREEMENT PERIOD

Initially the agreement of lease will be executed for a period of three years from the date of signing of the agreement of lease which shall be renewed every year as desired by the authority. The Competent Authority will assess the performance of the agency before completion of tenure of three years. After reviewing, if the performance of the agency is found to be satisfactory, then the agreement of lease may be considered for renewal for another term of one year.

## 3. EARNEST MONEY DEPOSIT AND SECURITY DEPOSIT

- The applicant shall be required to furnish Earnest Money Deposit (EMD) for a sum of **₹25,000/- (Rupees Twenty-Five Thousand)** only along with the EOI document by way of Demand Draft/Bank Guarantee obtained from any Nationalized/Scheduled Bank and drawn in favor of **“The Director, Swami Vivekanand National Institute of Rehabilitation Training and Research” payable at Cuttack.**
- Submission of Tender Document without the EMD will be considered as non-responsive and will be summarily rejected.**
- The EMD shall be refunded to the un-successful applicants after publication of the result of the successful applicant. No interest shall be paid on such EMD.
- The successful applicant who shall be awarded the contract shall deposit a sum **₹50,000/- (Rupees Fifty Thousand)** only as Security Deposit in the form of **Demand Draft/Bank Guarantee in favour of “The Director, Swami Vivekanand National Institute of Rehabilitation Training and Research” payable at Cuttack.**
- In case the operator fails to enter into agreement or execute the job after entering into the agreement, then Institute shall have the right to forfeit the Earnest Money Deposit/Security Deposit as the case may be.

## 3. ELIGIBILITY CRITERIA

Individual applicants holding a Degree in Bachelor of Pharmacy (B. Pharma) or Diploma in Pharmacy (D. Pharma) or has employed B. Pharma or D. Pharma holders. A copy of the same may be furnished at the time of submitting application.

Applicants of Trusts/Societies/NGOs & Charitable Organizations who have employed B. Pharma/D. Pharma holders. A copy of the same may be furnished at the time of submitting application.

## 4. LIST OF SELF-ATTESTED DOCUMENTS TO BE ATTACHED WITH APPLICATION AS PER ANNEXURE – I.

| SI No | For Individual                                    | SI No | For Trusts/Societies/NGOs & Charitable Organizations                                     |
|-------|---|-------|--|
| 1     | Aadhar Card                                       | 1     | Aadhar Card of Authorized Person   |
| 2     | PAN Card  | 2     | PAN Card of Authorized Person  |
| 3     | Voter ID Card/ Resident Certificate               | 3     | Voter ID Card/ Resident Certificate of Authorized Person                                 |
| 4     | Pharmacist Registration Certificate               | 4     | Pharmacist Registration Certificate  |
| 5     | Educational Qualification                         | 5     | Experience Certificate for running PMJAK (If any)  |
| 6     | Experience Certificate for running PMJAK (If any) | 6     | Details of Staffs employed and their Educational Qualification                           |
| 7     | GST Certificate (If applicable)                   | 7     | Certificate of Registration in case of Trusts/ Societies/NGOs & Charitable Organizations |

| SI No | For Individual   | SI No | For Trusts/Societies/NGOs & Charitable Organizations   |
|-------|--|-------|--|
| 8     | Affidavit stating that there are no criminal antecedents pending against the Bidder in any court of law. | 8     | GST Certificate  |
|       |  | 9     | Affidavit stating that there are no criminal antecedents pending against the Bidder in any court of law. |

## 5. SELECTION CRITERIA

Financial Bids of technically qualified applicants will alone be considered for financial evaluation. Award of Contract will be made to the successful evaluated applicant whose bid has been found to be responsive, qualified the technical criteria and has quoted the **highest rent** in the Financial Bid. **In case of tie in the Financial Bid, applicant who possess more years of experience in running PMBJK from amongst the highest quoted bidders shall be selected and awarded the contract.**

Upon selection of the operator, lease agreement shall be entered into between Director, SVNIRTAR and the operator.

## 6. PAYMENT TERMS

The price quoted by the bidder, shall remain valid for the entire contract period. Payment shall be made at agreed rates except for Electricity, Water Charges, etc. which shall be charged as per actual consumption.

## 7. MODE OF SUBMISSION

- Duly filled Technical Bid along with Application Form as per **Annexure – I & II** duly self-signed should be submitted in one sealed envelope super scribed as – **“TECHNICAL BID”**. **All the pages of the EOI document shall be signed by a person or persons duly authorized to sign on behalf of the applicant and submitted along with the Technical Bid.**
- Duly filled Financial Bid as per **Annexure – III** should be submitted in a separate sealed envelope super scribed as **“FINANCIAL BID”**.
- The above two envelopes containing **Annexure – I, II & III** should be placed in one covering envelope and sealed super scribed as **“Application of EOI for establishment of Pradhan Mantri Bharatiya Janausudhi Kendra at SVNIRTAR, Cuttack”**.
- The sealed envelope shall be addressed to **“The Director, Swami Vivekanand National Institute of Rehabilitation Training and Research, At: Olatpur, PO: Bairoi, Dist: Cuttack – 754010”** and reach at the designated address latest by **26<sup>th</sup> November, 2025 (Wednesday) 17:00 Hrs** through **Speed Post/Registered Post only**.
- EOI document received by the Institute after the last date and time will not be considered and shall be rejected and shall not be considered for opening.
- The Institute may extend the last date for submission of Tender Document by issuing a corrigendum. In such case all the rights and obligations of the Institute and the applicants previously subject to the original due date for submission will be then subject to the new date for submission.
- Notwithstanding anything contained herein, the authority reserves the right to accept or reject any or all the offers received or cancel the bidding process at any stage prior to award of contract and without assigning any reason thereof.

## **8. DISPUTES AND JURISDICTION**

If during the tenure of the contract, if any of the Janaushadhi Personnel are found to be involved in corrupt practices causing loss of reputation or otherwise of the Institute, then Director, SVNIRTAR shall reserved the right to take necessary action as deemed fit, including termination of the contract and forfeiting the Security Deposit.

Any legal disputes arising out of any breach of contract pertaining to this EOI process shall be subject to the courts of Cuttack jurisdiction.

Sd/-  
Dr. P.P. Mohanty  
**Director**

Annexure - I

To  
The Director  
Swami Vivekanand National Institute of Rehabilitation Training and Research (SVNIRTAR)  
Rehabilitation Training and Research, SVNIRTAR  
Olatpur, P.O: Bairoi Dist: Cuttack Odisha

**Subject: Application of EOI for establishment of Pradhan Mantri Jan Ausudhi Kendra at  
SVNIRTAR, Cuttack**

**Refer Notice No. AD 3C 2025-26/PMBJK dtd. 03.11.2025**

Sir,

1. I/We, the undersigned, having carefully examined the referred EOI offer to participate in the same, in full conformity with the said EOI and all the terms and conditions thereof, including addenda and corrigendum issued for the said EOI.
2. I/we have read and fully understood all the terms & conditions and instructions contained therein and undertake myself/ourself to abide the said terms and conditions.
3. I/We agree to abide by this proposal, consisting of this letter and our EOI response proposal, for a period of 180 days from the date fixed for submission of Bids as stipulated in the EOI.
4. I/we are fully aware of the nature and functioning of the Pradhan Mantri Jan Aausudhi Kendra and the applicable rules and regulations thereof.
5. I/we declare that the Government of India or any other Government Body has not declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices.
6. I/we declare that no criminal proceedings is pending against me/us on the date of submission of the application.
7. In case of acceptance and selection of my offer, I/we wish to undertake to deposit the Security Deposit amount as mentioned in the terms and conditions of the EOI.
8. In case of non-compliance of any of the terms and condition laid down in the EOI document & agreement, Director, SVNIRTAR may take necessary action against us as deemed fit as per prevailing laws.
9. Director, SVNIRTAR reserves the right to accept or reject any or all the bids without assigning any reasons whatsoever.

(Signature of the Applicant)

**Name of the Applicant**  
(Seal of the Applicant)

Date:

Place:

**SWAMI VIVEKANAND NATIONAL INSTITUTE OF REHABILITATION TRAINING AND RESEARCH**DEPARTMENT OF EMPOWERMENT OF PERSONS WITH DISABILITIES (DIVYANGJAN)  
(MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT, GOVERNMENT OF INDIA)**Annexure – II**

| GENERAL INFORMATION |  |   |   |
|---------------------|--|---|---|
| 1                   | Name of the Applicant  | : |   |
| 2                   | Status of the Applicant<br>(Tick appropriate category)                               | : | Individual :<br>Trusts :<br>Society :<br>NGO :<br>Charitable Organization : |
| 3                   | Permanent/Regd. Office Address<br>of the Applicant                                   | : |   |
| 4                   | PAN Number   | : |   |
| 5                   | AADHAR Card Number   | : |   |
| 6                   | No. of Staffs Employed   | : |   |
| 7                   | Educational Qualification of the<br>Applicant or Staffs Employed by<br>the Applicant | : |   |
| 8                   | Pharmacist Registration Number   | : |   |
| 9                   | Registration Number of<br>Organisation & Date of<br>Incorporation                    | : |   |
| 10                  | Name of the Contact Person   | : |   |
|                     | Designation  | : |   |
|                     | Mobile No./Landline No.  | : |   |
|                     | Alternative No. (If any)   | : |   |
|                     | Email ID   | : |   |

## ANNEXURE - III

### FINANCIAL BID (To be filled in by bidder)

## PRICE QUOTATION FORMAT

NAME OF THE BIDDER:

ADDRESS OF THE BIDDER:

| SI No | Name of the Work  | Total amount in Rupees<br>towards monthly Rent<br>(Minimum Rs.10,000/- p.m.) | Total amount in Rupees<br>towards monthly Rent<br>(Minimum Rs.10,000/- p.m.) |
|-------|---|--|--|
|       |   | (Figures in Rs.)   | (Figures in Words)   |
| 1     | Establishment of<br>Pradhan Mantri Jan<br>Aushadhi Kendra |  |  |

Name, Signature & Seal of the Bidder

Date:

Place: