



No. MMDSL/Equipment/157/2024(221)

Dated: 09/02/2026

**SHORT NOTICE INVITING TENDER**  
**FOR SUPPLY OF COLPOSCOPE AND OTOSCOPE**  
**FOR MEGHALAYAN MEDICAL DRUGS & SERVICES LTD**

Sealed Tenders in a Two Bid System along with affixed court fee stamp of Rs. 25/- is invited by the Managing Director, MMDSL, Meghalaya from registered firms for " FOR SUPPLY OF COLPOSCOPE AND OTOSCOPE MMDSL, MEGHALAYA "

Technical & Financial Evaluation of the Tender Documents would be evaluated by a Tender Committee duly constituted the Managing Director, MMDSL, Meghalaya. Detailed tender papers may be obtained from the O/o Managing Director, MMDSL, Shillong.

**1. Cost of Tender Documents:** - Can be obtained from the Meghalayan Medical Drugs and Services Limited, Shillong, or downloaded from <https://mmdsl.in>

Name of the Work: - "FOR SUPPLY OF COLPOSCOPE AND OTOSCOPE FOR MEGHALAYAN MEDICAL DRUGS & SERVICES LTD"

**Tender Fee:** Rs.2000/- in demand draft in favor of Managing Director, MMDSL, payable at Shillong,

**Date or downloading/obtaining the Tender Documents:** - 10/2/2026

**Last date and time for submission of Tender Document:** - 17/02/2026 at 11:30 am.

**Tender opening date and time:** - 17/2/2026 on 2 pm

**Date for Financial Bid Opening:** - Financial Bid of Technically qualified bidders only will be opened subsequently on a date that will be notified later.

Note:

The Managing Director, MMDSL, Meghalaya, Shillong reserves the right to accept or reject and or all tender without assigning any reason thereof.

Any changes or any further notification in respect to the above Tender documents shall be made available only at the above mentioned website. Hence respective bidders are advised to visit the website regularly for the above purpose.



To,

The Managing Director,  
MMDSL,  
Meghalaya, Shillong.

Tender for the Work: - " FOR SUPPLY OF COLPOSCOPE ANS OTOSCOPE FOR  
MEGHALAYAN MEDICAL DRUGS & SERVICES LTD "

Sir,

I/We submit here under the following documents duly attested for favor of your consideration.

A Valid company/Firm registration certificate

A Valid Trade License Certificate from Competent Authority.

A Valid GST Registration certificate

PAN/TIN Card of the firm or of the person in whose name the Proprietorship, Firm etc. is registered under.

Court fee stamp of required amount.

Attested Income tax Clearance Certificate.

Latest attested GST Returns.

Latest attested Professional Tax Clearance certificate for the year

Schedule Tribe/caste certificate if applicable.

The Power of Attorney in Original or in court certified copies.

Audited Balance Sheet for 3 (Three) years (2021-22, 2022-23 & 2023-24) by Chartered Accountant.

Original copy of Banker's Certificate

Attested copy of Purchase Order/ Work Orders/Installation Report/Completion Report/Appreciation Letter.

And all other document required as per the terms and conditions of the detailed S.N.I.T.

Approved By Shri Ramakrishna Chitturi (Managing Director) on February 9, 2026 11:09 AM IST  
(The document is digitally approved and does not require any Seal or Signature in original)



# MEGHALAYAN MEDICAL DRUGS & SERVICES LIMITED



Government of Meghalaya

Meghalayan Medical Drugs & Services Ltd  
Pasteur Hills, Lawmali Road,  
Next to MECL,  
Shillong 793001  
+91-9863033404 / 9863048955  
contactdesk@mmdsl.in

Approved By Shri Ramakrishna Chitturi (Managing Director) on February 9, 2026 11:09 AM IST

(The document is digitally approved and does not require any Seal or Signature in original)

I/we have gone through the terms and conditions of the detailed S.N.I.T and agreed to abide by the proposed terms and conditions. I/We therefore sign and return the tender documents in Original in sealed cover A

Yours faithfully,

Enclosed: - Tender document in original and all relevant certificates.

Dated \_\_\_\_\_

**Signature of Supplier/firm**

Name in Block Letter \_\_\_\_\_

Complete Postal Address \_\_\_\_\_

**ELIGIBILITY CRITERIA: -**



All Annexure should be duly filled and complete in all respects.

Submission of EMD amount of Rs. 50,000/- (Rupees Fifty Thousand) shall be in the form of Demand Draft/BG/FDR in favor of "Managing Director, MMDSL, Meghalaya, Shillong. EMD should be valid for a minimum period of 90 days from date of Tender opening.

In Addition to the above, the bidder should furnish the following: -

- i. A Valid company/Firm registration certificate
- ii. A Valid Trade License Certificate from Competent Authority.
- iii. A Valid GST Registration certificate
- iv. PAN/TIN Card of the firm or of the person in whose name the Proprietorship, Firm etc. is registered under.
- v. Court fee stamp of required amount.
- vi. Attested Income tax Clearance Certificate.
- vii. Latest attested GST Returns.
- viii. Latest attested Professional Tax Clearance certificate for the year
- ix. Schedule Tribe/caste certificate if applicable.
- x. The Power of Attorney in Original or in court certified copies.
- xi. Tender Fee in the form of demand draft for purchase of tender papers.
- xii. Audited Balance Sheet for 3 (Three) years (2021-22, 2022-23 & 2023-24) by Chartered Accountant.
- xiii. Original copy of Banker's Solvency Certificate
- xiv. Affidavit to be submitted on Non-Judicial Stamp paper attested by Public Notary that there is no vigilance/ CBI case or arbitration cases pending.
- xv. The Applicant should Provide accurate information on any pending litigation or arbitration resulting from completed or under execution over the last 5 (five) years. A consistent history of awards against the applicant or any partner of a joint venture may be liable for rejection of the bid.
- xvi. The tenders received after the due date and time specified or unsealed or incomplete, or by facsimile or email will be summarily rejected.
- xvii. Bidder average annual turnover for 3 (Three) years (2021-22, 2022-23 & 2023-24) should be minimum 500 lakh.

## **SUBMISSION OF TENDER:**

The tender shall be Submitted in the following order: -

The Pre-qualification Bid/ Technical Bid shall be super- Scribed "SEALED COVER A" and shall consist of the following: -



- i. A covering letter from the tender.
- ii. A list of documents accompanying the Tender.
- iii. Tender fee ₹ 2000/- (Rupees Two Thousand Only.)
- iv. Tender document duly filled and signed by the authorized person in all pages.
- v. Duly executed power of Attorney in case of partnership/ firm.
- vi. Attested copies of GST Clearance, Income tax clearance, PAN card and professional Clearance certificates.
- vii. Non-refundable Court Fee Stamps of ₹ 25/- (Rupees Twenty-five Only.) only Purchased in Meghalaya has to be affixed in the tenders while submitting the same.
- viii. The detailed S.N.I.T document duly signed on every page as a token of acceptance by the intending Bidder.
- ix. Relevant OEM Authorization as per Annexure III
- x. Compliance of Specification as per Appendix -I
- xi. Any other information required to be submitted in according with the detailed N.I.T document.
- xii. Audited Balance Sheet for the last for 3 (Three) years (2021-22, 2022-23 & 2023-24) & Average Annual turnover.
- xiii. Original copy of Banker's Solvency certificate.
- xiv. Attested copies of past Purchase/Work/Supply Orders with Installation reports Completion/Appreciation certificate as mentioned in Technical Specifications.
- xv. Affidavit to be submitted on Non-Judicial Stamp paper attested by Public Notary that there is no vigilance/ CBI case or arbitration cases pending
- xvi. Blacklisting
- xvii. The Applicant should Provide accurate information on any pending litigation or arbitration resulting from completed or under execution over the last 5 (five) years. A consistent history of awards against the applicant or any partner of a joint venture may be liable for rejection of the bid.

The Price bid/tender showing the total cost for of work shall be given separately in Annexure- B enclosed in the detailed S.N.I.T. The Annexure- B shall be detached from the detailed S.N.I.T document and shall be submitted in a separate sealed cover super – scribed “*SEALED COVER B (RATES)*”.

- i. The rates shall be quoted both in figure and in words. The discrepancy between the amount in figure and in words, the amount in words shall govern.

Both the **Sealed Cover A and Sealed Cover B** shall be submitted together in another cover.

- i. The inner and outer envelope (Sealed Cover) Shall: -



- ii. Be address to the Managing Director, MMDSL, Shillong, Meghalaya.
- iii. Bear the following identifications: -
- iv. Particular description of the work.
- v. Name and complete postal address of the Bidder(s) to enable to return the un-opened tender in case it is declared as received late or is otherwise, unaccepted.

The Managing Director MMDSL, Meghalaya Shillong will not take any responsibility for non-Receipt or delay in receipt of detailed N.I.T.

## RATES:

Rates for the work mentioned in the fore-going clauses are to be quoted on Annexure B. Rates quoted in words and figure shall be inclusive of all prevailing Taxes in the State of Meghalaya.

## GENERAL TERMS AND CONDITIONS

Valid Authorization letter (Tender specific) mentioning the above Tender no. from the Relevant Manufacturers only for supply & participation in Tender.

High Quality Standards/ISO certificate/IEC international safety, and other certificates as specified in Technical Specifications & Requirements from a Bidder.

If required, Qualified Bidders shall arrange a demonstration of the equipment, preferably in the office of Managing Director, MMDSL, Shillong, Meghalaya. The Bidder shall demonstrate the Equipment at office of Managing Director, MMDSL on date fixed by the technical committee duly constituted by competent authority. Failure to arrange for a demonstration on the given date may lead to cancellation of the bid. Cost of organizing such demonstration shall be borne by the bidder.

Tenders should be quoted only by the actual manufacturer/OEM or their authorized distributor/Channel Partner. The bidder is responsible for the supply of stores. If the Principal Manufacturer withdraws rights of distribution from the bidder during validity period of rate contract, Managing Director, MMDSL Meghalaya has right to cancel the eligibility of the bidder and accept the candidature of new coming authorized distributor.

The model of the equipment offered should not be obsolete /out of production for next 5 years.

Warranty period (Onsite Warranty including Spare Parts & Labour etc.)

Bidder and Manufacturer should give an undertaking stating that "The equipment being offered is the latest model as per the specifications and the spares for the equipment will be available for a period of at least 5 years after the warranty period.



Guarantee/warranty to the effect that before going out of production of spares parts, the manufacturers and/or Bidders will give adequate advance notice to the purchaser of the equipment so that the later may undertake to procure the balance of the life time requirements of spare parts.

The supplier warrants comprehensively for Onsite Warranty including Spare Parts & Labour etc. that the Equipment/Stores supplied under the contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise by the purchaser in the contract. The supplier further warrants that the Equipment/stores supplied under the contract shall have no defect arising from design, materials (except when the design adopted and / or the material used are as per the Purchaser's/Consignee's specifications) or workmanship or from any act or omission of the supplier that may develop under normal use of the supplied Equipment under the conditions prevailing in India.

No conditional warranty like mishandling, manufacturing defects etc. will be acceptable.

Comprehensive Warranty should be inclusive of all accessories and Turnkey work.

Replacement and repair will be under taken for the defective Equipment/Items/Stores.

Proper marking has to be made for all spares for identification like printing of installation and repair dates.

The firm will be required to warranty/guarantee that during the warranty period as well as during the service contract period, the equipment including the accessories will be maintained in good working condition for a period of 347 days out of a period of 365 days (i.e 95% uptime).

Undertaking from the manufacturer is required to assure that the items manufactured are complied with the specification mentioned in the tender.

Upon receipt of such notice, the supplier shall, within 48 hours on a 24 X 7 X 365 basis respond to take action to repair or replace the defective Equipment/Stores or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/Equipment/stores after providing their replacements and no claim, whatsoever shall lie on the purchaser for such replaced parts /Equipment /stores thereafter. The penalty clause for non- replacement will be applicable as per tender conditions mentioned above or as decided by the Managing Director, MMDSL.

The Bidder hereby declares that the goods/equipment/stores/articles supplied to the buyer under this contract shall be of the best quality and workmanship and shall be strictly in accordance with the specifications and the particulars contained/mentioned in the clauses here of and the Bidder hereby guarantee/ warranty that the said goods /equipment / stores/ articles conform to the description and quality aforesaid. The purchaser will be entitled to reject the said goods/equipment/stores/articles or such portion thereof as may be discovered not to conform to the said description and quality as follows:-

Bidder should state categorically whether they have fully trained technical staff for installation/commissioning of the equipment and efficient after sales services.

It is specifically required that the Bidder will supply all the operating and service manuals along with blue-prints and drawings including circuit diagram of the equipment supplied as well as its components



If the supplier, having been notified, fails to respond to take action to replace the defect(s) within 48 hours on a 24 X 7X 365 basis, the purchaser may proceed to take such remedial action(s) as deemed fit by the purchaser, at the risk and expense of the supplier and without prejudice to other contractual rights and remedies, which the purchaser may have against the supplier

During Warranty period, the supplier is required to visit at consignee's site at least once in 3 months commencing from the date of the installation for preventive maintenance of the Equipment/Stores.

- . Onsite GUARANTEE/WARRANTY inclusive of all Spares and Labour: - The bidder will give an onsite guarantee/ warranty for trouble free functions and maintenance of the equipments including spares and labour from the date of installation, commissioning and acceptance of the equipments.
- . Bidders are required to quote strictly as per specification of the Items. Deviation to specification must be brought out clearly giving deviation statement in Annexure-VI.
- . The rates quoted by the successful bidder may be used for procurement of individual items in other hospital/institution across the state as and when required.
- . Additional features (in case of equipment), if any, should be listed separately in the offer.
- . The Firm should confirm that the equipment is brand New, is of latest technology and have facility for up gradation, if necessary
- . The minor nature in works like minor Electrical/Civil Works, if required for Equipment installation, also, the earthing required for the installation will carried out and borne by the Successful bidder, and for this purpose no extra payment, what so ever will not paid by Managing Director, MMDSL Meghalaya to any bidder.

**Joint Ventures (JV) shall not be permitted.**

Note: All bidders should quote equipment/goods with following approved standards/requirement: -

All equipment/goods should be as per the approved quality standard.

Manufacturer and Suppliers both should have ISO, for quality standards

Bidder Should have at least One Electrical and One Biomedical Engineer in their payroll, to execute the project.

Quality Certificates as per product specification is to be provided.

All required Training to the associated concerned staff at Client should be organized by the Bidder on



his cost.

As stated in the detailed specification of individual items in Appendix I.

## OPENING OF TENDER

### Bids will be open in two stages.

Sealed Cover A: Technical Bid

Sealed Cover B: Financial/Price Bid

At the time of opening only first cover (Sealed Cover A) containing the Technical bid shall be opened at the first stage and the second cover (Sealed cover B) containing financial bid shall be opened after qualifying the Technical bid. The date, time and venue for second stage opening will be intimated separately by the Tender Inviting Authority (TIA) only to selected/qualified bidders

The tender document in Sealed Cover A will be opened by the Managing Director, MMDSL Meghalaya, Shillong or such officer as may be authorized on his behalf in the office of the Managing Director MMDSL Meghalaya, Shillong as mentioned in the SNIT in the presence of the Bidder or their authorized representative as may be present. In case the above date is declared as holiday, the tenders will be opened on the following working days at the same time as stated above.

O/o Managing Director, MMDSL Meghalaya, Shillong reserves the right to open or not to open the priced Bid in Sealed Cover B of any reason (s) thereof.

Venue of Tender Opening:

O/o Managing Director, MMDSL Meghalaya, Shillong

The validity of the tender shall remain valid for 90 Days from the date of opening of the tender.

## GENERAL GUIDELINES:

### EMD Amount:

Bidder needs to deposit the EMD Amount of Rs. 50,000/- (Rupees Fifty Thousand Only) in the form of DD/FDR/Bank Guarantee in favor of "Managing Director, MMDSL", Payable at Shillong,



# MEGHALAYAN MEDICAL DRUGS & SERVICES LIMITED



Meghalayan Medical Drugs & Services Ltd  
Pasteur Hills, Lawmali Road,  
Next to MECL,  
Shillong 793001  
+91-9863033404 / 9863048955  
contactdesk@mmdsl.in

Meghalaya and a copy of EMD in Sealed envelope should be submitted along with pre-qualification/technical documents in the Technical Envelope.

The EMD shall be returned back to unsuccessful bidders within a period of eight (8) weeks from the date of execution of the agreement subject to the receipt of a written application addressed to the “Managing Director, MMDSL, Meghalaya. The return of EMD shall not carry any interest Component.

1. The EMD / Security Deposit shall liable to be forfeited in the following circumstance when the,
  - Tender is rejected due to failure to furnish the requisite documents in the proper format or giving any misleading statement or submission of false affidavit or fabricated does.
  - Party fails to sign the agreement for entering into contract in case the offer is accepted, due to any reason whatsoever.
  - Party fails to supply the goods/items as per the orders/ Rate Contract (R.C) placed by Managing Director, MMDSL, Meghalaya. Within the delivery period so stipulated.
  - Party fails to replace correct the supplied materials pre-printed stationers declared to be wrong/ different from specification and RC holder/ successful bidder have to refund the cost of such goods.

## Instructions:

- i. Please mention clearly on each sealed cover the annexure, meant for.
- ii. The main cover should be addressed to the O/O Managing Director, MMDSL, Shillong, Meghalaya.
- iii. The Bid should be dropped in the box provided for this purpose in the office of Managing Director, MMDSL, Shillong.
- iv. All documents submitted should be properly signed and seal.
- v. Index sheet of each document should be submitted for ease and fast documentations verifications.
- vi. Bid documents that do not provide complete information and/or that are submitted after the above specified date or time shall be rejected
- vii. Bidder should quote their prices in the schedule format supplied in this tender (Annexure B) form giving the breakup of prices. Tender received in any other form will not be entertained.

## Security Deposit:

- i. The Successful Bidders EMD will be retained as security deposit until the completion of the work/contract. The security deposit may be refunded on a receipt of written application addressed to The Managing Director, MMDSL, Meghalaya.



## Prices:

- i. The price offered in the tender should be as per the structure requested in the Tender document Annexure-B
- ii. All Quotes shall be in Indian Rupees and duly attested in case of any corrections. All freight costs & Transit insurance are to be borne by the bidder.
- iii. In case of imports, all duties and any other costs (foreseen or unforeseen) have to be borne by the bidder and to be clearly indicated in the quote.

## Evaluation of Bids:

- i. Technical evaluation of the items tendered will be done by a Technical Committee constituted by the Managing Director, MMDSL Meghalaya
- ii. Specifications for each of the items will be as detailed in the respective Annexures
- iii. Tenders submitted with technical and commercial bid will alone be considered for evaluation.
- iv. The commercial bids of Bidder who are successful in Technical Evaluation only would be considered.
- v. The decision of the Committee formed by Purchaser would be final.
- vi. The rates quoted in this tender can be used for any future works of similar nature and can be awarded to the successful bidder as the case may be.

## Quality Standards:

- i. The Bidder/Manufacturers are to meet the approved Quality Standards or any other reputed standard by the Country of Origin. The evaluation would be done by the technical committee at the time of technical evaluation.
- ii. During period of the contract, Bidder shall confirm to the approved quality standards wherever applicable and would be given priority over others.
- iii. Bidder should supply equipment/goods which comply with the approved quality standard failing which payment of the same will not be made.

## Sample Evaluations:

- i. Samples whenever required, for valuation shall be provided by the Bidder at free of Cost.
- ii. The product should fulfill technical specification as per the approval quality standard or any other reputed standard by the Country of Origin.
- iii. In case bidder quoted more than one item for a particular item, during



Technical round the Tender committee will select one item only according to quality satisfaction & the price bid of the selected item only shall be taken into account.

- iv. The Tender committee has the right to reject any sample in case the sample quality is found unsatisfactory and bidder has no right for any objection.

### Quantity Division:

- i. Each delivery schedule of requirement incorporate in the tender enquiry document will be ordered from the responsive successful bidder. However, it is the purchaser's decision to assess the capacity of the successful bidder to support the requirement.

### Authority for signing Tender Documents:

- i. A person signing the Tender Form or any document, forming pair of the contract on behalf of the Bidder, shall carry the authorization letter stating his/her authority to sign such documents from the respective organization.
- ii. Any Agent who is participating on behalf of a manufacturer shall have the Valid authorization Letter from the manufacturer to sell the goods in the area where the tender is meant for, without which the bid will not be considered as valid

### Responsibility for Performance of Contract

- i. The Bidder shall be entirely responsible for the performance of the contract in all respects in accordance with the terms and conditions as specified in the Contract. The Bidder shall not sublet, subcontract, transfer or assign the contract.

### Quality Inspection:

- i. For every unit supplied by the Bidder, the conformance to the Specifications mentioned in the Tender shall be established by the Bidder.
- ii. Bidder represents and warrants that it shall fully comply with all written quality assurance requirements or instructions of the Managing Director, MMDSL, Meghalaya, and as amended from time to time at the sole discretion of the Managing Director, MMDSL, Meghalaya. Bidder further represents and warrants that the Product supplied by the Bidder in strict compliance with all applicable central, state and local laws.
- iii. The Bidder shall maintain the highest standard of quality in the Product. Bidder shall follow and abide by all directions, requests, suggestions or instructions of Managing Director, MMDSL, Meghalaya regarding the quality standards



- required by Managing Director, MMDSL, Meghalaya in connection with the manner of Packaging, storage and delivery of the Product.
- iv. The Bidder shall facilitate in-process and/or Pre-delivery inspection by the Representatives of the Purchaser, as and when, the same is required by the Purchaser
  - v. Notification by Bidder-In case of inspection at the Bidder's premises, notice in writing shall be sent by the Bidder, sufficiently in advance, to the Purchaser when the items to be supplied, are ready for inspection.
  - vi. Rejections -At delivery, Managing Director, MMDSL, Meghalaya in its sole discretion may reject any Product produced or manufactured by Bidder for any reason, including Non-compliance with standard quality or any other reputed standard, but not limited to defects, or failure to meet approved quality standards, etc.
  - vii. Removal of Rejections - Any supplies inspected and rejected at the Purchaser's premises must be removed by the Bidder, within 7 days from date of receipt of intimation of rejection of supplies in case of indigenous Bidder & 28 days in case of foreign Bidder. If the rejected goods have already been paid for (partly or fully), the Bidder shall before removal of rejected goods, either deliver correct replacement goods at Purchaser's premises completely free of cost (including cost of goods, freight, taxes, duties, etc.) or refund the payment received as well as make full compensation for freight taxes, duties etc. Such rejected items shall lie at Bidder's risk from the time of such rejections and if not removed within the above time limit. The Purchaser shall have the right to dispose off the said rejected materials as he may deem fit without any financial obligation to the Bidder.
  - viii. If found that the Successful Bidder is incompetent to complete the works as requested, in such a situation, the proposal may be reviewed for award of the contract to the next qualifying bidder or go for a fresh bid depending on the circumstance. No form of compensation shall be payable in any form whatsoever to the forfeited firm. In case it is decided to go for the next qualifying bidder, negotiation maybe considered to bring down their price nearer to the originally Evaluated or Lowest bidder

### **Bidders Responsibility:**

Under any circumstances, no Bidder shall supply the goods, in which recycled materials are used/used-disposables to Managing Director, MMDSL, Meghalaya. If Managing Director, MMDSL, Meghalaya finds any such instance, it will lead to cancellation of Purchase Order and subsequent severe punitive (legal and financial) actions by Managing Director, MMDSL, Meghalaya. However, all the consequential costs are to be borne by the Bidder to Managing Director, MMDSL, Meghalaya.

The Bidder is responsible for the delivery of the goods in satisfactory condition and without any loss or damage at the final destination and until the same is actually received by the Purchaser at its works or other place of final destination. For this purpose, goods carried by the roadway or other carrier shall be deemed to be carried at the risk of the Bidder. If on inspection at final destination the Purchaser discovers any discrepancy, the Purchaser will be entitled (notwithstanding that the property of goods shall have passed on to the company) to refuse acceptance of the goods altogether and claim damages



and/or cancel the contract and buy its requirement in the open market at the risk and cost of the Bidder, reserving always to itself, the right of forfeiture of any amount found due and payable or the deposit, if any, placed by the Bidder for the due fulfillment of the contract as also to recover any amount, if already paid.

### **Responsibility for proper packing, wherever required:**

- i. The Bidder shall be responsible for the items being sufficient and properly packed, for transport by rail/road/sea/air/ or any combination of the above, so as to ensure their being free from loss or damage on arrival at the destination.
- ii. In case if a bidder has got successful or more than one item, the supply shall be packed in lot, as per the instructions of Managing Director, MMDSL, Meghalaya.
- iii. Marking of Packages, packing: Each package delivered under the contract shall bear the following: -
  - Name of the Bidder
  - PO Number
  - Consignee's name and address
  - Description and quantity of contents
  - Gross weight, Net weight,
  - Distinctive number or mark which is also to be shown, for the purpose of Identification, on the Bidder's packing list.
  - Govt. Supply, MMDSL, Govt. of Meghalaya

### **Delivery:**

- i. Timely delivery is the essence of the contract & must be completed as per the dates specified therein.
- ii. The Bidder shall deliver the items in strict accordance with the delivery terms indicated on the Purchase Order issued to the successful bidder.
- iii. Notification of delivery or dispatch in regard to each and every consignment shall be made by the Bidder to the authorities named in the Contract.

### **Risk Purchase:**

- i. If the Bidder fails to deliver the items either in full or in part, within the prescribed delivery period, the Purchaser shall be entitled at his option to take alternate procurement action, at the risk & cost of the Bidder for the unsupplied portion of the goods/items without cancelling the contract in respect of the items not yet due for delivery, or to cancel the contract based on progress of work, including items not due for delivery, and, if thought fit/necessary, to purchase the items at the risk and cost of



the Bidder. The price differential in the case of higher cost to Purchaser, if any, shall have to be borne by the defaulting Bidder. Moreover, the defaulting Bidder shall have no claim over the quantity, which they failed to supply.

## Addendum & Corrigendum:

At any time prior to the date of submission of the Bids, the Tender Inviting Authority may, for any reason whatsoever, whether on his own initiative or in response to a clarification requested by prospective bidders, modify the Tender Documents by an act of amendment there after referred to as an Addendum for Addition & Corrigendum for Correction. All prospective bidders who have received the bid documents will be notified of the Addendum/ Corrigendum and that will be binding on them. In order to provide reasonable time to take the Amendment into account, the Tender Inviting Authority may at its discretion extend the date and time for submissions of Bids. The bidders should check for such amendments or Corrigendum on the MMDSL website. No separate intimation will be issued to them.

## Ethics:

- i. Any attempt by a Bidder to obtain confidential information. Enter into unlawful agreements with competitors or influence the committee or the Contracting Authority during the process of examining clarifying evaluating and comparing tenders shall make the tender submitted by that Bidder liable for rejection.

## Quantity of Delivered Items:

- i. If the quantity received by the Target Delivery date is less than the P.O Scheduled quantity, then the physical quantity received will be the quantity certified by the Purchaser.
- ii. If the quantity received is more than the P.O quantity, the excess quantity shall not be paid for, by the Purchaser.
- iii. In case of any supply quantity with an upper or lower tolerance of over 5%, Managing Director, MMDSL, Meghalaya will have the right to accept or reject the material immediately

## Taxes, Duties and Levies:

- i. Bidders must clearly mention their GST Registration in their offers and invoices.
- ii. GST shall be clearly mentioned in the offer indicating the applicable rates.



iii. Incase if there is a decrease in the Statutory Taxes/Duties/Levies, the same has to be passed to The Purchaser

### **Guarantee:**

The Bidder must take the entire responsibility to supply the Quality-oriented products to Managing Director- MMDSL, Meghalaya. In case of distributors, the responsibility lies with the distributor to ensure the supply of right quality materials to Managing Director-MMDSL, Meghalaya.

### **Indemnity:**

The Bidder shall at all times indemnify the Purchaser against all claims which may be made in respect of the items, for infringement of any right protected by Patent, registration of design or Trade Mark and shall take of accidents or damage which may occur or failure of the supply arising. The Bidder shall be entirely responsible for the sufficiency of all the means used by them for the fulfillment of the contract. Bidder shall agree to indemnify, defend and hold Managing Director , MMDSL, Meghalaya and its Officers, Directors, Employees, its parent and assigns harmless from and against any and all liability, losses, damages, claims, liens, expenses or causes of action including, but not limited to reasonable legal fees and expenses that may be incurred by Managing Director, MMDSL, Meghalaya, arising directly or indirectly out of, or in connection with, Bidder's violation or breach of any of the terms of this Agreement or any or commission to act by Bidder in violation of the Agreement. Managing Director, MMDSL, Meghalaya Shall provide the Bidder with prompt written notice of any claim for which indemnification is sought and shall have the right to participate in the defense of any such claim.

### **Compliance of the Laws of the land:**

The Bidder shall comply with all state and local laws and regulations shall obtain all necessary licensing for the operation of its business and shall further comply with all quality control standards promulgated by Managing Director, MMDSL, Meghalaya from time to time.

### **Documentation requirement:**

A Bidder has to submit the following documents along with the shipment.

- Invoice in original along with two additional copies, both duly signed and stamped by the Bidder.
- Original packing list.
- A copy of Purchase order raised by Managing Director, MMDSL, Meghalaya



## Product Withdrawal:

If it is deemed necessary at any time by either Managing Director, MMDSL, Meghalaya or Bidder or any local state, or central government agency or other authority to recall or withdraws the product produced by Bidder/ Manufacture and being Supplied to Managing Director, MMDSL, Meghalaya, either as a result of failure of the Product or Bidder to strictly comply with Managing Director , MMDSL, Meghalaya quality standard or any government health rule or regulation, or shall fail to comply with any other government authority or agency having jurisdiction, Bidder shall bear all cost and expenses incurred by it and/or in complying with the recall or withdrawal procedures, unless such recall or withdrawal is solely the result of the negligence or misuse by Managing Director , MMDSL, Meghalaya.

If Bidder fails or refuses to promptly comply with the recall or withdrawal of the product upon request by the purchase, Managing Director, MMDSL, Meghalaya shall take such action as it deems necessary to recall or withdraw the product and Bidder shall immediately reimburse for the costs and expenses incurred.

- i. If the Product Supplied is not as per the specification on analysis of the samples by appropriate approved authority, then the rejection and available quantities have to be lifted back by the Bidder. All cost and consequences of such rejected quantities shall be borne by the Bidder.

## Product Allocation and stocking:

In the even there is an emergency shortage of the product, as announced by Bidder or its designated representatives, Bidder shall stand ready to stock adequate quantities of the Product so that scheduled Bidder to Managing Director, MMDSL, Meghalaya should not suffer for the full contract period. In an event of Bidder failing to supply the materials in order quantities and as per time schedules, Managing Director, MMDSL, Meghalaya, reserves the right to produce the product of same of Bidder quality at same or higher price from an alternate supply source and any difference in cost of procurement shall be debited to the Bidder.

## Trademarks:

The Bidder shall nor, without prior written consent of Managing Director, MMDSL, Meghalaya use the trademarks or service marks or sales marks of Managing Director, MMDSL, Meghalaya in any manner whatsoever, unless, and then only to the extent, such use is authorized by Managing Director, MMDSL, Meghalaya in writing and then only in accordance with Managing Director, MMDSL, Meghalaya directions or specification.

## Infringements:

The Bidder agrees to fully cooperate with Managing Director, MMDSL, Meghalaya in the prosecution of any such suit against a third party and shall execute all papers, testify on all matters, and otherwise



cooperate in every way necessary and desirable for the prosecution of any such lawsuit.

## Governing Law; Dispute Resolution:

This Agreement shall be governed by, and construed in accordance with, the laws of the India; without regard to conflict of law principles, and under the jurisdiction of Meghalaya and language shall be English

## Notice:

- i. Any notice required to be given pursuant to this Agreement shall be in writing and delivered personally or by a nationally recognized overnight courier service, or mailed by certified or registered mail, return receipt requested, to the other party at its address asset for that the top of this Agreement.
- ii. All such notices shall be effective upon delivery or upon refusal to accept delivery.
- iii. Either party may change the address to which notice is to be sent by written notice to the other in accordance with the provisions of this paragraph.

## Miscellaneous:

- i. If any term, clause or provision hereof is held invalid or unenforceable by a court of competent jurisdiction, such invalid or unenforceability shall not affect the validity or operation of any other term, clause or provision, and such invalid or unenforceable term, clause provision shall be deemed to be severed from the Agreement.
- ii. This Agreement constitutes the entire understanding of the parties, and revokes and supersedes all prior agreements between the parties, and is intended as a final expression of their agreement. It shall not be modified or amended except in writing signed by the parties here to and specifically referring to this Agreement.
- iii. Bidders or employees of bidder cannot claim or construed as employees of Managing Director, MMDSL, Meghalaya.

## Force Majeure:

If at any time during the validity of the Contract, the performance in whole or in part by either party of any obligation under this Contract shall be prevented or delayed by reasons of War, Hostility, Acts of Public Enemy, Civil Commotion(s), Sabotage, Fire(s), Flood(s), Explosion(s), Epidemic, Quarantine Restrictions, Acts of State or Acts of God, hereinafter referred If at any time during the validity of the



# MEGHALAYAN MEDICAL DRUGS & SERVICES LIMITED



Meghalayan Medical Drugs & Services Ltd  
Pasteur Hills, Lawmali Road,  
Next to MECL,  
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contactdesk@mmdsl.in

Contract the performance in whole or in part by either party of any obligation under this Contract shall be prevented or delayed by reasons of War, Hostility, Acts of Public Enemy, Civil Commotion(s), Sabotage, Fire(s), Flood(s), Explosion(s), Epidemic, Quarantine Restrictions, Acts of State or Acts of God, hereinafter referred to as eventualities, then the Contract period will get extended for the period of Force Majeure, provided Notice of the happenings of any such eventualities is given, supported by a certificate of appropriate authority or Chamber of Commerce by either party to the other within 15 days from the date of occurrence thereof. Neither party shall by reason of such eventualities be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance. Should one or both parties be prevented from fulfilling their contractual obligations by state of Force Majeure lasting continuously for a period of at least three months, the parties shall consult each other regarding further continuation of the Contract.

## Dispute Redressal Committee:

- i. All disputes can be addressed by amicable settlement by a committee constituted by Managing Director, MMDSL, Meghalaya.

## Declaration by the Bidder:

- i. The Bidder shall be required to declare whether the proprietor or any partner of the firm or Director of their company as the case may be, has any relation to any employee working with the Purchaser and if so, give the name of the employee and the relationship.

## Waiver:

- i. Failure to operate or 10 enforce any condition under this Contract shall not operate as a waiver of the condition itself or any subsequent breach thereof.

## Payment Terms:

- i. Payment will be made on successful execution of delivery as per purchase order on submission of bill(s) duly supported by delivery challan, installation reports certified by the concerned officer with details of payment to be made.

## FALL CLAUSE:

- i. The prices quoted for the material supplied under this tender by the Bidder shall in no event exceed the lowest price at which the Bidder sells or offers to sell similar material in similar volume of identical description to any person(s)/organization(s)



including the Purchaser or any other Managing Director, MMDSL, office located at any other place in India. If at any time during the said period, the Bidder reduces the sale price, sells or offers to sell such stores to any person(s)/organization(s) including the Purchaser or any Statutory Undertaking of the Central or a State Government, as the case may be, at a price lower than the price chargeable under this contract, he shall forthwith notify such reduction or sale or offer to sale to the Purchaser and the price payable under the contract for the material supplied after the date of coming into force of such reduction or sale or offer of sale stand correspondingly reduced.

### Blacklisted:

- i. An Affidavit on a Non-Judicial Stamp Paper of Rs. 10/-, attested by a Notary Public (In Original) that there is no vigilance / CBI Case or arbitration cases pending with the Government of Meghalaya against the Form/Bidder that the Proprietor/Director/Members of the Board of Directors of the Bidder and the Principal Manufacturer on whose behalf they have quoted has never been blacklisted by any Institution (Government or Public).

### TECHNICAL SPECIFICATIONS

GENERAL	
Product Description	Colposcope
Purpose	Colposcope is used to examine the cervix and other parts of the lower genital tract during a colposcopy.
PRODUCT INFORMATION	
Type of Colposcopy viewing	Digital
Camera	CMOS
Video Resolution	1920x1080 (Full HD)



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contactdesk@mmdsl.in

Approved By Shri Ramakrishna Chitturi (Managing Director) on February 9, 2026 11:09 AM IST

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Hand held	Yes
Zoom image freeze	Yes
Signal System	S-Video,NTSC,PAL,MPEG/MP4
Green filter	Yes
Blue Filter	NA
Magnification and time display provided	Yes
Minimum optical zoom of lenses provided (x)	$\geq 2$
Minimum Digital Zoom provided (x)	$\geq 20$
Objective lens in case of optical	Yes
Objective lens focus in case of Optical	300 mm
Real time display of magnification	1 to 40x
Minimum wide work distance(in mm)	$\geq 80$
Minimum Tele working distance(in mm)	$\geq 300$
Minimum Tele depth of view(in mm)	$\geq 5$
Minimum wide depth of view(in mm)	$\geq 300$



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Focusing mode	White focus Auto ATW
Viewing tube	Tiltable
Type of Light Source	LED
Minimum Monitor size in inches	$\geq 27$
Display type	LED or Better
Type of light intensity Variable	Step Wise
Minimum Control of the light intensity (in steps)	$\geq 4$
Picture Effect	E-Flip
Minimum Average lamp life (in hours)	$\geq 10000$
Remotely Control of the Illumination	Yes
Minimum control of illumination (in Lux)	$\geq 1600$
Fine Focusing	Yes
Dynamic image capture	Yes
Cine loop	No



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Video output and USB capture card	Yes
Video output	MP4
Quality of the Image	Anti vibration Image and clear image under high magnification
Magnification Indication Provided	Yes
Recording facility	Yes
Suspension mount	Rigid rolling
Reid index reading	Yes
Biopsy Marking	Yes
Acetic test timer	Yes
Power supply	220-240V/50 Hz single phase
Computer system provided with equipment	Windows 10 or latest, 1 TB hard disk, Monitor size 17 or above
Colour Printer provided with system	Inkjet
Image management and reporting Software provided	Yes
Suitable Computer Table provided	Yes
Dust cover	Yes



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<b>CERTIFICATIONS</b>	
Compliance to Medical Device Rules (MDR) 2017 as amended till date	Yes
Availability of valid Medical Device license for the product issued from the competent authority defined under Drugs and Cosmetic Act 1940 and Rules made there under as amended till date	Yes
Certification for manufacturing unit	ISO:13485 (Latest)
Availability of Test Report for each supplied batch/product as per Medical Device Rule (MDR) 2017 as amended till date	Yes
Submission of all necessary certifications, licenses and test reports to the buyer at the time of bid submission or along with supplies as per buyer requirement	Yes
<b>WARRANTY</b>	
Warranty in years (Option of comprehensive warranty is available through bidding only, which if opted will supersede normal warranty in the catalogue)	5 year
Demonstration	17/2/2026

### A. Otoscope For PHCs/CHCs

Sl No	Specification
1	Otoscope should be pocket size, fibre optic/non fibre optic with LED Light.
2	LED Life should be 50,000 hours & should have natural colour rendering.
3	Magnification should be at least 3x.
4	Should be switched off automatically as soon as it is clipped into the pocket.
5	It should have matt black finish head to remove reflexes.
6	Acrylic viewing window should be fixed & have swivelled to the side.
7	Should come with 10x disposable tips made up of upcycled material.
8	Handle should work on AA batteries. It should be sturdy & non-slip.
9	The attachment clip should be integrated into the handle with a 20,000 on/off switch cycle warranty.



10	Should provide no reflections or obstructions
11	Should be supplied in a protective case for clean storage and safe transport
12	USFDA and CE European certification
13	User interface: Manual Sample to be submitted on Dt - 17/2/2026

## B. Otoscope For HWCs

Sl No	Specification
1	Otoscope should be pocket size, fibre optic/non fibre optic with LED Light.
2	Optical lens reduces reflection and provides minimum 2.5x magnification.
3	Imported High-Quality Lense.
4	Pure white LED light for true tissue colour.
5	2.5V LED Lamps.
6	10 pcs ear specula in 2.5mm & 4 mm sizes.
7	Continuously working time up to 48 Hours.
8	Light weight & Portable.
9	Plastic Body.
10	Colour- white/black
11	Should be supplied in a protective case for clean storage and safe transport
12	User interface: Manual Sample to be submitted on Dt - 17/2/2026

## Warranty and Maintenance Requirements for Equipment

**Warranty:** The supplier must provide a minimum of 3 years warranty, covering all parts, labor, and services for any defects or malfunctions. The response time for repairs or replacement should be within 24 hours of the service request. In case repairs cannot be completed within this timeframe, the equipment must be replaced.

**Preventive Maintenance:** The supplier must conduct preventive maintenance visits at least 2 times per year. A detailed maintenance plan should be submitted upon installation.

**Corrective Maintenance:** In the event of equipment failure, the supplier must provide on-site corrective maintenance within 7days of being notified.

**Technical Support and Training:** The supplier must offer 24/7 technical support and provide adequate training for laboratory personnel on the use and maintenance of the equipment.



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## Annexure - I

### SOLVENCY CERTIFICATE

This is to certify that Shri/Smt/Ms \_\_\_\_\_ is a reputed contractor/firm with adequate financial Standing.

If the contract for the work, namely "FOR SUPPLY OF COLPOSCOPE AND OTOSCOPE FOR MEGHALAYAN MEDICAL DRUGS & SERVICES LTD" is awarded to the above Bidder/firm, we shall be able to provide overdraft/credit facilities to the extent Rs \_\_\_\_\_ (Rupees \_\_\_\_\_) only.

To meet his/her/their working capital requirement for the execution of the above mentioned work.

Signature of Bank Authority

Name of the Bank



Designation

Complete Address

## Annexure - II

### INFORMATION REGARDING CURRENT LITIGATION, DEBARRING / EXPELLING OF TENDER OR ABANDONMENT OF WORK BY TENDERER

Does the applicant or its constituent partners have a consistent history of litigation awarded against him?

Yes / No

If yes, give details.

Has the Applicant been debarred / expelled by any Agency in India, during the last five years, expecting on account of reasons other than non- performance?

Yes / No

If yes, give details.

Has the applicant during the last 5 years abandoned any contract work in India?

Yes / No

If yes, give details.

1. Has the applicant been declared bankrupt during the last 5 years.

Yes / No

(b) If yes, give details, including present status.



Note: If any information in this schedule is found to be incorrect or concealed, prequalification application will be summarily rejected.

## Signature of Bidder/Firm

Name in Block Letter \_\_\_\_\_

Complete Postal Address \_\_\_\_\_

## Annexure - III

Tender No.: \_\_\_\_\_ Dated: \_\_\_\_\_

To,  
The Managing Director  
MMDSL  
Shillong, Meghalaya

## WHEREAS

We [insert complete name of Manufacturer], who are official manufacturers of [insert type of goods manufactured], having factories at [insert full address of Manufacturer's factories], do hereby authorize \_\_\_\_\_ to submit a Bid the purpose of which is to provide the following Goods, manufactured by us [insert name and or brief description of the Goods], and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with the General Guidelines of Contract, with respect to the Goods offered by the above firm.



**Signed:** *[insert signature(s) of authorized representative(s) of the Manufacturer]*

**Name:** *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

**Title:** *[insert title]*

**Dated on** \_\_\_\_ **day of** \_\_\_\_\_ *[insert date of signing]*

**Annexure -IV**

## **LETTER OF UNDERTAKING**

To,  
Managing Director,  
MMDSL,  
Shillong, Meghalaya

Tender No: \_\_\_\_\_ Dated: \_\_\_\_\_

For: \_\_\_\_\_

Sir,

I, \_\_\_\_\_, on behalf of \_\_\_\_\_, having its registered office at \_\_\_\_\_ and its branch office at \_\_\_\_\_ do hereby declare to comply with all the Terms and Condition as specified in the SNIT. The rates quoted by me/ us are valid and binding on me/us for acceptance for a period of one year minimum from the date of award of contract to us.

We agree to the condition of the tender under which the Earnest Money Deposit shall be forfeited by us.



The tender inviting authority has the right to accept or reject any or all the tenders without assigning any reason thereof.

We understand all the Terms and Conditions of the Contract and bind myself / ourselves to abide by them.

I hereby furnish the following details as specified by the SNIT.

FIRM DETAILS	Firm Name	
	Proprietorship /Entrepreneurship /Holding Company, Partnership Firm	
	Name of Proprietor/Director/CEO/Others	
	Address	
	Telephone Number	
	Fax Number	
	Mobile Number	
	Email Id	
	Bank Name	
BANK DETAILS	Address	
	Account Number	
	IFSC Code	
	NEFT Code	

We hereby declare that as per the attached Affidavit, there is no vigilance /CBI or Court Case pending / Contemplated against us at the moment.

All information provided is True & Accurate. If at any time it is found that any information provided is proven false, I agree to the Cancellation / Termination of the Tender / Agreement leading up to blacklisting of the Said firm under the Government of Meghalaya for a period of three years.

SIGNATURE

NAME & ADDRESS OF BIDDER

DATE



Approved By Shri Ramakrishna Chitturi (Managing Director) on February 9, 2026 11:09 AM IST  
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## Annexure - V

### BID SECURITY FORM

Whereas \_\_\_\_\_, (hereinafter called "the Bidder") has submitted its bid dated \_\_\_\_\_ for \_\_\_\_\_ vide Tender No. \_\_\_\_\_ dated \_\_\_\_\_ KNOW ALL MEN by these presents that We \_\_\_\_\_, having our office at \_\_\_\_\_ (hereinafter called "the Bidder") are bond unto MMDSL, Meghalaya (hereinafter called "the Purchaser") the sum of Rs. \_\_\_\_\_ vide DD no. \_\_\_\_\_ for which payment will and truly to be made of the said Purchaser, the Bidder binds itself, its successors and assigns by these present.

THE CONDITION of the obligation is:

If the Bidder withdraws his bid during the period of bid validity specified by the Bidder on the Bid from OR

If the Bidder, having been notified of the acceptance of his bid by the purchase during the Period of bid validity

fails or refuses to execute the Contract, if required; or

fails or refuses to furnish the Performance Security, in accordance with the instructions to Bidders.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provided that in its demand, the purchaser will note that the amount claimed by it is due to it owing the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.



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This guarantee will remain in force as to the bidders of the Bid Document up to and including Ninety (90) days from date of opening the Tender and any demand in respect thereof should reach the Bidder not later than date to be specified.

Signature of the Bidder

Name:

Signed in Capacity of:

Full address of Office:

Tel No. of Office:

## Annexure VI

Sl. no.	Name of the Item	Name of Manufacturer	Indian/Imported/Country of Origin	Samples/Catalogues and Compliance certificate YES/NO	Deviation to Specifications if any with reason	Warranty Period
1						
2						
3						
4						
5						

Note:



All information in the above format are mandatory and bidders are requested to furnish the same without fail.

All bidders should furnish a catalogue, a physical sample to be furnished as and when requested by the tender committee failing which bidder will be disqualified.

## Annexure- VII

### PERSONNEL IN THE EMPLOYMENT OF THE TENDERER

Sl No.	Personnel	Min. Qualification required	Min Requirement (numbers)
1	Project In charge	B.E (Electrical)/Diploma (Electrical)	1
2	Supervisor	Degree/Diploma (Biomedical Engineer)	1

Signature of Bidder/Firm



Name in Block Letter\_\_\_\_\_

Complete Postal Address\_\_\_\_\_

Notes:

Undertaking from the technical personnel to be enclosed.

Educational qualification certificates of technical personnel to be enclosed.

**Annexure – B**

## FINANCIAL BID

Sl No	Name of the Items	Basic Price/Unit (in Rs) Per Unit in Figure) up to destination (A)	Tax rate per unit up to destination (B)	Any Other charges up to destination to be clearly mention here and be specify (C)	Total Cost/unit (A+B+C)
1	COLPOSCOPE				
2	OTOSCOPE for PHCs/CHCs				
3	OTOSCOPE for HWCs				



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contactdesk@mmdsl.in

Signature of Bidder/Firm

Name in Block Letter\_\_\_\_\_

Complete Postal Address\_\_\_\_\_

**Shri Ramakrishna Chitturi**  
Managing Director

Copy to: 1. The Tender Committee MMDSL.

Approved By Shri Ramakrishna Chitturi (Managing Director) on February 9, 2026 11:09 AM IST  
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