



No. MMDSL/Medicines/2023/ 27

Dated Shillong the 06.03.2026

**SHORT NOTICE INVITING TENDER  
FOR SUPPLY OF MEDICINE KITS**

The Social Welfare Department is in the process of providing the Medicine Kits for Aganwadi Centre. In order to meet the specific requirements within the stipulated timeframes, a Short Notice Inviting Tender (SNIT) is being issued. Eligible bidders or suppliers are hereby invited to submit their tenders on a turnkey basis to fulfill these requirements.

Limited Tender are hereby invited from the interested suppliers on the firm's letter head. Tender must be addressed to the Managing Director, Meghalayan Medical Drugs & Services Ltd. (MMDSL), Meghalaya on an envelope superscribed "Tender for Supply of Medicine Kits" and the same to be submitted not later than 13.03.2026

In light of the above-mentioned requirement and the urgent requirement for timely arrangement of essential medical items, the invitation for Tender is being issued under a **Short Notice period of Seven (7) days**.

The short notice invitation is necessitated to ensure immediate procurement and availability of essential drugs for Aganwadi Centre.

Suppliers are requested to strictly adhere to the submission timeline mentioned in the notice. **No extension or additional time** shall be granted beyond the deadline under any circumstances.

1	Name of Items	"Short Notice Inviting Tender for Supply Of Medicine Kits"
3	Tender Documents	Can be obtained from the MMDSL office, Shillong or downloaded from <a href="https://mmdsl.in/">https://mmdsl.in/</a>
4	Date for downloading/obtaining the Documents	<u>07.03.2026</u>
5	Last date and time for submission of Document	<u>17.03.2026</u> up to <u>01:00PM</u>
6	Tender opening date	<u>17.03.2026</u> up to <u>02:00PM</u>

Copy of Tender documents may please be obtained from the Office of Managing Director, MMDSL or download from our website <https://mmdsl.in/>. Meghalayan Medical Drugs & Services Ltd. (MMDSL), reserves the right to reject any or all the tenders without assigning any reason.

All Tender must be submitted on or before 17.03.2026 addressed to:  
*The Managing Director, Meghalayan Medical Drugs & Services Ltd. (MMDSL), Meghalaya*

The envelopes must be clearly superscribed as "**Tender for Supply of Medicine Kits**".

Tender received after the specified date and time will be summarily rejected and will not be considered under any circumstances.

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

**Director Of Health Services (MI),  
Chairman of the Tender Committee  
Meghalaya, Shillong.**



1. The list of items along with their specifications and the prescribed price bid format is provided below. Any deviation from the specified technical requirements or the given bid format shall lead to summary rejection of the quotation.
2. In view of the urgent requirement, the supply of the drugs shall be completed within **two (2) weeks** from the date of issuance of the Purchase Order. The quantities under the Purchase Order will be specified **District-wise**. The drugs shall be properly packed in small cartons of appropriate size, suitable for assembling as a complete kit and shall have the **POSHAN** and **MMDSL** logos clearly embossed/printed in a permanent and visible manner, and be delivered to the respective Districts as detailed in **ANNEXURE-II**.
3. The supplier shall furnish a written undertaking confirming that the entire supply will be delivered within 2 (two) weeks from the date of issuance of the Purchase Order. The supplier must also ensure that the packaging is carried out district-wise as specified. Failure to comply with the above conditions shall render the bidder liable for disqualification.
3. The supplier shall submit a written undertaking confirming that delivery will be completed within two (2) weeks from the date of issuance of the Purchase Order. The supplies must be packed and dispatched district-wise, strictly in accordance with the quantities specified in the Purchase Order for each district. Failure to comply with these conditions shall render the bidder liable for disqualification.



**ANNEXURE-I**

**List of Drugs & Consumables**

**List of Medicine Kits for Main AWCs**

S.No.	Item	Main Kit
		Projected Quantities
1	Paracetamol Tablets –IP 500mg, 500 tab x 1 jar	4630
2	Paracetamol Syrup-IP 125 mg/5ml, 500 ml x 1 bottle	
3	ORS Sachet 20.5 gm as per WHO Formula, 50 Sachet	
4	Benzyl Benzoate application –IP 25% w/w, 500 ml x 1 bottle	
5	Chloramphenicol Eye Ointment 1% w/w, 3.5 gm x 10 tubes	
6	Sulphacetamide Sodium Eye drops – IP 10% w/w, 10 ml x 5 vials	
7	Gention Violet 2% w/w, 1 bottle x 100 ml	
8	Povidone Iodine Ointment 5% w/w, 5 gms x 5 tubes	
9	Absorbent Cotton Roll 400 gms, 1 pc	
10	Cotton Bandage 5 cms x 5 mtr x ½ dozen	
<b>Total quantities</b>		<b>4630</b>

**List of Medicine Kits for Mini AWCs**

S.No.	Item	Mini Kit
		Projected Quantities
1	Paracetamol Tablets –IP 500mg, 250 tab x 1 jar	1266
2	Paracetamol Syrup-IP, 250 ml x 1 bottle	
3	ORS Sachet 20.5 gm as per WHO Formula, 24 Sachet	
4	Benzyl Benzoate application –IP 25% w/w, 250 ml x 1 bottle	
5	Chloramphenicol Eye Ointment 1% w/w, 3.5 gm x 5 tubes	
6	Sulphacetamide Sodium Eye drops – IP 10%, 10 ml x 3 vials	
7	Gention Violet 2%, 1 bottle x 50 ml	
8	Povidone Iodine Ointment 5% w/w, 5 gms x 3 tubes	
9	Absorbent Cotton Roll 200 gm x 1 roll	
10	Cotton Bandage 5 cms x 5 mtr x ½ dozen	
<b>Total quantities</b>		<b>1266</b>



**ANNEXURE-II**

**Delivery Points with Projected quantities**

**Main AWC – Distribution by ICDS Projects**

Sl.No.	Name of ICDS Project	Projected No. of Medicine Kits
I	East Khasi Hills District	1,125
II	Ri Bhoi District	416
III	West Jaintia Hills District	404
IV	East Jaintia Hills District	209
V	West Khasi Hills District	441
VI	South West Khasi Hills District	187
VII	East Garo Hills District	264
VIII	North Garo Hills District	256
IX	West Garo Hills District	844
X	South West Garo Hills District	281
XI	South Garo Hills District	203
<b>GRAND TOTAL (I – XI)</b>		<b>4,630</b>

**Mini AWC – Distribution by ICDS Projects**

Sl.No.	Name of ICDS Project	Projected No. of Medicine Kits
I	East Khasi Hills District	161
II	Ri Bhoi District	104
III	West Jaintia Hills District	23
IV	East Jaintia Hills District	23
V	West Khasi Hills District	144
VI	South West Khasi Hills District	54
VII	East Garo Hills District	141
VIII	North Garo Hills District	134
IX	West Garo Hills District	215
X	South West Garo Hills District	140
XI	South Garo Hills District	127
<b>GRAND TOTAL (I – XI)</b>		<b>1,266</b>



**ANNEXURE-III**

**PRICE BID FORMAT**

Sl.no.	Item name	UOM	Quantity	Name of OEM/ Manufacturer	BASIC RATE (per unit, excluding taxes)	SGST @__%	CGST @_%	TOTAL AMOUNT With Taxes
1	Medicine Kit- Main	Per kit	1					
2	Medicine Kit- Mini	Per kit	1					
3	<b>Grand Total with Taxes</b>							

**Note:**

- A soft copy of **Annexure-III** must be submitted along with the bid documents.
- The bidder quoting the **lowest combined rate at Sl. No. 3 in Annexure-III** shall be considered the L1 bidder and will be awarded the Purchase Order, subject to fulfillment of all other tender terms and conditions.
- Fill all columns completely for each item.
- BASIC RATE should be per unit rate EXCLUDING all taxes.
- SGST and CGST should be calculated @ applicable % each on Basic Rate.
- L1 (Lowest Bidder) will be determined based on Grand TOTAL AMOUNT WITH TAXES.
- Do not modify the format or add/remove columns.**

**Other Terms and conditions:**

- GST should be charge as per applicable rate.
- A valid Drug License
- The Managing Director, MMDSL Govt. Of Meghalaya reserves the right to reject /cancel any or all other including the lowest quotation without assigning any reason thereof.
- All disputes can be addressed by amicable settlement by a committee constituted by Managing Director, MMDSL, Meghalaya
- All application on the letter head of the firm only
- The bidder hereby declares that all goods supplied to the purchaser shall be of the highest quality and shall fully comply with the standards prescribed under the Drugs and Cosmetics Act, 1940 and its subsequent amendments. The goods shall strictly adhere to the specifications and particulars detailed in this tender document. The purchaser reserves the right to reject any goods that are found to be not in conformity with the described specifications and approved quality standards.
- Quantity of Delivered Items:**
  - If the quantity received is less than the P.O Scheduled quantity, then the physical quantity received will be the quantity certified by the Purchaser.
  - If the quantity received is more than the P.O quantity, the excess quantity shall not be paid for, by the Purchaser.
  - In case of any supply quantity with an upper or lower tolerance of over 5%, MMDSL, Meghalaya will have the right to accept or reject the material immediately
- Taxes, Duties and Levies:**
  - Tender must clearly mention their GST no. in their offers and invoices.
  - In case if there is a decrease in the Statutory Taxes / Duties / Levies, the same has to be passed to the Purchaser
- The Tender document may be delivered at the office of Managing Director, Meghalayan Medical Drugs & Services Ltd. (MMDSL), Pasteur Hill, Polo, Meghalaya Shillong-793001. The office will not take responsibility for any delay. The Tender received after the due date and time shall not be entertained.
- Payment will be made after successful execution of the order in totality or postal delivery, inspection, acceptance and Receipts of the Goods.
- Tender document must reach to the office of the undersigned on dated 17.03.2026 by 01:00 PM
- Bidder who quoted the lowest rate will be awarded with the contract.



13. If L1 is more than one, the Purchase Order will be issued to all L1 bidder with equal quantities or as per the capacity of the suppliers.
14. The sample of the items of the lowest bidder may be requested, if deemed necessary. In the event that the submitted sample does not conform to the required specifications or recommended quality standards, the same shall be rejected.
15. The awarding of the contract will be strictly subject to compliance with quality standards in addition to the quoted price. Mere quoting of the lowest price shall not be the sole criterion for award of contract.