



सत्यमेव जयते

**GOVERNMENT OF INDIA  
MINISTRY OF CHEMICAL & FERTILIZERS  
DEPARTMENT OF PHARMACEUTICALS  
NATIONAL PHARMACEUTICAL PRICING AUTHORITY (NPPA)**

Notice Inviting Tender (NIT) For Providing  
Data and Information  
on  
Pharmaceutical Products

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1. **NOTICE INVITING TENDER (NIT)**

- a. National Pharmaceutical Pricing Authority (NPPA) invites agencies/ companies, having capacity and proven track record of providing data and information similar to as detailed under the “Scope of Work”, to submit their Bids against this NIT.
- b. Interested Agencies/ Companies who meet the Eligibility Criteria, may furnish their Bids against this NIT, alongwith all the necessary documents and the covering letter, each page duly signed and stamped by an authorized signatory, in a sealed cover on or before **Monday, 31<sup>st</sup> August, 2020 by 16:00 hrs.**
- c. The Bids are to be submitted **in hard copy only by hand or by post/ courier.** Bids submitted by fax/ e-mail, etc., shall not be considered. No further correspondence on the subject will be entertained. NPPA shall not be responsible for delay in delivery of Bids or non-receipt/ non-delivery of any of the documents due to any reasons whatsoever.

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## **2. INTRODUCTION**

- a. National Pharmaceutical Pricing Authority (NPPA), an independent body of experts in the Ministry of Chemicals and Fertilizers was constituted by the Govt. of India vide Resolution published in the Gazette of India No. 159 dated 29.08.97. The functions of NPPA, inter-alia, include fixation and revision of prices of scheduled formulations under the Drugs (Prices Control) Order (DPCO), as well as monitoring and enforcement of prices. NPPA also provides inputs to Government on pharmaceutical policy and issues related to affordability, availability and accessibility of medicines. Information regarding activities undertaken by NPPA is available on the website of NPPA.
- b. Functions of National Pharmaceutical Pricing Authority
  - i. To implement and enforce the provisions of the Drugs (Prices Control) Order in accordance with the powers delegated to it.
  - ii. To deal with all legal matters arising out of the decisions of the Authority.
  - iii. To monitor the availability of drugs, identify shortages, if any, and to take remedial steps.
  - iv. To collect/ maintain data on production, exports and imports, market share of individual companies, profitability of companies etc., for bulk drugs and formulations.
  - v. To undertake and/ or sponsor relevant studies in respect of pricing of drugs/ pharmaceuticals.
  - vi. To recruit/ appoint the officers and other staff members of the Authority, as per rules and procedures laid down by the Government.
  - vii. To render advice to the Central Government on changes/ revisions in the drug policy.
  - viii. To render assistance to the Central Government in the parliamentary matters relating to the drug pricing

## **3. THE PURPOSE**

The purpose of this Notice Inviting Tender (NIT) is to seek the services of a reputed organization to provide data and information on Pharmaceutical Products in the country overall, also segment wise, company wise, Region/ State wise, and the likes. The scope of the work is detailed under the “Scope of Work”.

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4. **CRITICAL INFORMATION**

a. Submission of Bids in response to this NIT shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

b.

S. No.	Information	Details
1.	NIT No. and Date	No.16006/2/2020/Div.III/NPPA 19.08.2020
2.	Last date for submission of queries for clarifications on e-mail <a href="mailto:pankaj.icoas@nic.in">pankaj.icoas@nic.in</a>	16.00 hours Monday, 24.08.2020
3.	Release of queries and response/ clarifications on the website <a href="http://www.nppaindia.nic.in">www.nppaindia.nic.in</a>	Wednesday, 26.08.2020
4.	Last date for submission of Bids	16.00 hours Monday, 31.08.2020
5.	Opening of Bids	16.00 hours Tuesday 1.9.2020

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**5. SCOPE OF WORK**

a. The Agency shall primarily be required to provide data as follows:

Sl. No.	Requirements
1	<b>Base File with Pivot:</b> Pack-wise Monthly Data of Sales Units, Mat Units, Monthly Sales Value, Mat Sales Value Units consisting classification (Sch./ Non-sch./Para 19/New drug), Sub group, Brand Name, SKU, Brand & Sub- Group launch date, Therapy, Company Name, Strength and Marketing Company Name, Pack Size, Doses Form , Drug Type, NLEM 15, NLEM 11, GST Rate, Ceiling Price, S.O. Date & S.O. No., MRP, PTR, PTS, % Market Share etc.
2	<b>MRP PTR, PTS Trend Report:</b> Pack-wise Monthly Data of Pharma Products consisting of SKU Name, Brand & Company Name, Company Address classification (Sch./ Non- sch./Para 19/New drug), Sales Quantity, MRP, PTR & PTS (excluding GST), Ceiling Price, retail price of new drugs, % Market Share, GST Rate and Marketing Company Name etc.
3	<b>Non- scheduled Price Violation Report</b> Pack-wise Monthly Data of Pharma Products regarding price violation in context of para 20; consisting of SKU Name, Brand & Company Name, Company Address, Sales Quantity, MRP and Marketing Company Name etc.
4	<b>Scheduled Price Violation Report:</b> Pack-wise Monthly Data of Pharma Products consisting of SKU Name, Brand & Company Name, Company Address, Sales Quantity, MRP, PTR & PTS (excluding GST), Ceiling Price, retail price of new drugs, % Market Share, GST Rate and Marketing Company Name etc.

- b. On specific need basis, data on availability and price may be sought from the agency from time to time.
- c. Data on availability (overall/ State-wise/ city-wise) on specific formulation(s) and/ or therapeutic group(s) may be asked for.

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**6. PRE-QUALIFICATION CRITERIA**

Sl. No.	Pre-qualification Criteria	Supporting Compliance document
1.	The bidder shall be a firm/ company/ partnership/ proprietorship firm registered in India and must have an office in National Capital Region of Delhi.	Copy of Certificate
2.	The bidder should be in the business of providing similar services for at least 05 (five) years as on 31.03.2020.	Certificate by authorized persons of the Bidder's organization
3.	The bidder should have turnover of Rs.2 (two) crore in each of the last three financial years and should have not incurred loss in any of the last three consecutive Financial Years	Copies of the Balance Sheet and Profit & Loss Accounts
4.	The Agency should be able to provide the services as per the "Scope of Work".	Certificate by authorized persons of the Bidder's organization

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**7. BID EVALUATION PROCESS**

- a. Each Agency shall submit Bids for the work as under:
  - i. Technical Bid
  - ii. Financial Bid
- b. Technical Bids Evaluation Criteria ( 70 out of total 100 Marks):

Sl. No.	Particulars	Marks
1.	Work as para a of the “Scope of Work”	35
2.	Work as para b of the “Scope of Work	10
3.	Work as para c of the “Scope of Work	10
4.	Additional value added data/ information/ reports as proposed by the agency that can be submitted on monthly/ quarterly/ yearly basis	15

- c. The Financial Bids will be submitted in the following fixed price Evaluation Criteria (30 out of total 100 Marks):

Item	Price (Rs.)	GST (Rs.)	Total (Rs.)
For the entire ‘Scope of Work’ as per para 5			

The above should be based on the total financial impact of the annual contract for the work, including taxes.

- d. The Evaluation Committee constituted by NPPA shall evaluate the Bids based on the documents submitted by the agencies. The committee may seek additional document(s) as it deems necessary.
- e. The agencies may be asked to make a presentation, if required, to the Selection Committee show-casing their proposals.
- f. The Evaluation Committee reserves the right to reject any or all proposals. The decision of the Evaluation Committee in the process of evaluation of the Bids shall be final. No correspondence will be entertained outside the evaluation process of the committee.
- g. The recommendations of the Evaluation Committee shall be submitted to the competent authority for decision which shall be final.



**8. PRE-SUBMISSION QUERIES, RESPONSES and ISSUE OF CORRIGENDUM, if any**

- a. Queries on the scope of work or any other item of this NIT, if any, may be raised by e-mail to [rajeshkagrawal.icoas@nic.in](mailto:rajeshkagrawal.icoas@nic.in) in the following format:

S. No.	Page No. of NIT	Clause of the NIT	Clarification sought

- b. After publishing the NIT, all queries shall be received by 16.00 hours Monday, 24.08.2020.
- c. The responses to all the queries from all bidders will be posted online on the website of NPPA [www.nppainida.nic.in](http://www.nppainida.nic.in) by Wednesday, 26.08.2020.
- d. NPPA makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does NPPA undertake to answer all the queries that have been posed by the agencies.
- e. At any time prior to the last date for receipt of NIT, NPPA may, for any reasons whatsoever, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the NIT document by issue of corrigendum(s) on the website of NPPA [www.nppainida.nic.in](http://www.nppainida.nic.in)
- f. Any such corrigendum(s) shall be deemed to be incorporated into this NIT.
- g. In order to provide prospective bidders reasonable time for taking the corrigendum(s) into account, NPPA may, at its discretion, extend the last date for the receipt of NIT which shall be notified on the website of NPPA [www.nppainida.nic.in](http://www.nppainida.nic.in)

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**9. SUBMISSION OF BIDS**

**A. Technical Bid:**

- a. Should be submitted in a sealed envelope superscribed as “TECHNICAL BID AGAINST THE NIT NO..... DATED.....
- b. The envelope should contain hard copy of Technical Bid, alongwith all necessary documents, duly stamped and signed by authorized signatory of the agency.

**B. Financial Bids**

- a. Should be submitted in a sealed envelope superscribed as “FINANCIAL BID AGAINST THE NIT NO..... DATED.....
- b. The format for Financial bid is mentioned as per Para 7 (c).

**C. Validity of Offer:**

The offer submitted under the Bid in response to this NIT shall be valid for a period of three (3) months from the last date of submitted the bids against this NIT.

**D. How to submit the Bids:**

- a. Both the sealed envelopes, containing Technical and Financial Bids respectively, must be kept in a bigger envelope, sealed and super scribed as “BID AGAINST THE NIT NO..... DATED.....
- b. No overwriting/ changes is allowed in any part of the Bid or any document submitted along with it.
- c. The Bids against this NIT may be submitted by hand or by post/ courier only at the following address :

Director  
Monitoring & Enforcement Division,  
National Pharmaceutical Pricing Authority (NPPA),  
YMCA Cultural Centre Building,  
1, Jaisingh Road, New Delhi – 110 001

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**10. BID PREPARATION COSTS & RELATED ISSUES**

- a. The Applicant is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in preparation of proposal, participation in pre-bid meetings/ discussions, opening of bids, etc., if any. NPPA in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the NIT process.
- b. This NIT does not commit NPPA to award a contract or to engage in further process.
- c. All documents/ materials submitted by the Applicants will become the property of NPPA.

**11. PAYMENT TERMS**

- a. Payment for the work shall be made on quarterly basis, upon submission of the bills for a quarter in the subsequent quarter.
- b. The payment shall be subject to satisfactory performance of the agency.

**12. Bid Security**

Bid Security of Rs.2,00,000 (Rupees Two Lakh only) in the form of Bank Guarantee from any of the commercial bank is to be submitted **alongwith the Technical Bid**. The Bank Guarantee should remain valid for a period of 90 days from the last date of submission of Bids.

**13. Performance Security**

Successful bidder shall have to submit a Performance Security of 10% of the annual value of the contract so awarded, in the form of Bank Guarantee from any of the commercial bank. The Bank Guarantee should remain valid for a period of 90 days from the last date of validity of the contract.

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#### 14. GENERAL CONDITIONS

a. Disqualifications:

NPPA may, at its sole discretion and at any time during the evaluation process, disqualify any agency, if the agency has:

- i. Submitted the proposal/ documents after the due date;
- ii. Made misleading or false representation in the forms, statements and attachments submitted in proof of the eligibility requirements;
- iii. Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial irregularities, etc. in any project of any organization of Government of India or State Government in the preceding three year;
- iv. Submitted a proposal that is not accompanied by required documentation or is non-responsive;
- v. Any or all of the papers/ documents submitted is/ are unsigned by authorized signatory or/ and unstamped.
- vi. Failed to provide clarifications related thereto, whenever sought;
- vii. Submitted more than one Proposal;
- viii. Declared ineligible by any organization of the Government of India or State Government for corrupt and fraudulent practices or blacklisted for any reasons;
- ix. Submitted a conditional proposal.
- x. Submission of bids by e-mail or any other electronic mode.

b. NPPA reserves the right to accept or reject any or all the bids without assigning any reason thereof.

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Format for Covering Letter on Letterhead of the Agency

<Location, Date>

To,

Director  
Monitoring & Enforcement Division,  
National Pharmaceutical Pricing Authority (NPPA),  
YMCA Cultural Centre Building,  
1, Jaisingh Road, New Delhi – 110 001

Sir,

We, the undersigned, offer to provide our services to provide the data and information as detailed under “Scope of Work” of the NIT issued by NPPA vide No. dated

2. We are hereby submitting our Bid against the above mentioned Notice Inviting Tender. Our Bid shall remain valid for a period of 3 (three) months from the last date of submission of Bids.
3. We understand you are not bound to accept all or any Bids you receive against the above mentioned NIT.
4. We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading, we are liable to be dismissed from the NIT selection process or termination of the contract during the project.
5. We agree to abide by the conditions set forth in this NIT.
6. We hereby declare that our proposal submitted in response to this NIT is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,

<Applicant’s Name with seal>

Name: <<Insert Name of Contact>>

Title: <<Insert Title of Contact>>

Signature: <<Insert Signature>>

BIDDER’S SIGNATURE WITH SEAL