

**OFFICE OF THE MANAGING DIRECTOR  
ASSAM MEDICAL SERVICES CORPORATION LIMITED  
Central Drug Ware House Campus, Patherquary, Narengi,  
Guwahati, Assam-781026**

Tender Ref. No.: AMSC-FIN/1/2026-FIN ADT-AMSC

Dated: 08/01/2026

**TENDER NOTICE**

**Selection of Service Provider for Conducting a Data-Based Comparative Study to Assess the Impact of Centralized Procurement through AMSCL vis-à-vis the Earlier Decentralized Procurement System**

Sealed Tender in single bid system are invited from the intending bidders affixing non refundable court fee stamp of Rs. 8.25 (Rupees eight & paise twenty-five) only or IPO of Rs.10.00 (if they are from outside of Assam) are invited from **reputed Chartered Accountant (CA) firm to conduct a data-based comparative study to assess the impact of centralized procurement through AMSCL vis-à-vis the earlier decentralized procurement system.**

The original Court Fee Stamp/IPO along with the hardcopy of technical & financial bid should be submitted to the office of the Managing Director, Assam Medical Services Corporation Limited, Assam Central Drug Ware House Campus, Patherquary, Narengi, Guwahati, Assam-781026 on or before the last date and time of submission of the bid.

E-mail for Communication: [md-amscl@assam.gov.in](mailto:md-amscl@assam.gov.in), [it-amscl@assam.gov.in](mailto:it-amscl@assam.gov.in)

Important Dates of the Tender:

Sl. No.	Scheduled	Start date	Start Time	End Date	End Time
1	Publication of Tender	08/01/2026	6:00 P.M.		
2	Tender Download	08/01/2026	6:30 P.M.		
3	Last Date of submission of Prebid queries			12/01/2026	01:00 P.M.
4	Pre bid Meeting	12/01/2026	03:00 P.M.		
5	Tender Submission	13/01/2026	01:00 P.M.	17/01/2026	02:00 P.M.
6	Tender Opening	17/01/2026	04:30 P.M.		

-sd/-

Managing Director  
Assam Medical Services Corporation Limited



**OFFICE OF THE MANAGING DIRECTOR  
ASSAM MEDICAL SERVICES CORPORATION LIMITED  
Central Drug Ware House Campus, Patherquerry, Narengi, Guwahati, Assam-781026  
Email id: md-amscl@assam.gov.in**

Tender Ref. No.: AMSC-FIN/1/2026-FIN ADT-AMSC

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**TENDER DOCUMENT**

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The tender will be received till **17<sup>th</sup> January 2026 up to 02:00 PM.**

**A. General Terms and Conditions:**

- a) The work is to be done within 30 days from the date of issue of the order.
- b) None refundable Tender Processing fee of Rs.2,000/- needs to be submitted in the form of BG/ Fixed Deposit / DD from any Indian Nationalized Bank in favour of "Assam Medical Services Corporation Ltd."
- c) Earnest Money Deposit (EMD) of Rs.2,000/- needs to be submitted in the form of BG/ Fixed Deposit / DD from any Indian Nationalized Bank in favour of "Assam Medical Services Corporation Ltd."
- d) Average Annual Turnover of last three financial year of the bidder should not be less than Rs. 1 Lakhs.
- e) The validity of offer should not be less than 90 days.
- f) The undersigned reserve the right to accept or reject any or all the tender without assigning any reason thereof.
- g) Price bid should be submitted in the official letter head of the bidder as per **Annexure-I.**
- h) Tender No/Name and Due date of opening must be written on top of the envelop.
- i) The tender document is to be submitted in a sealed envelope super scribing as Tender for **"Selection of Service Provider for Conducting a Data-Based Comparative**

**Study to Assess the Impact of Centralized Procurement through AMSCL vis-à-vis the Earlier Decentralized Procurement System”** and submit to the Office of the Assam Medical Services Corporation Ltd” Narengi, Patharquery, Guewahati-781026.

- j) The Bid document serially numbered sealed and signed by the Bidder or by duly authorized power of attorney holder in all pages with office seal.
- k) A Checklist (**Annexure-II**) for the list of documents enclosed with their page number. The documents should be serially arranged as per this **Annexure-II** and should be securely tied or bound.

**B. The eligibility criteria of the bidders are as follows:**

- i) Bidder shall an entity registered under relevant law in India.
- ii) The Bidder should have office in the State of Assam.
- iii) Bidder should have at least minimum 3 years of work experience in similar service in public sector including Government / Semi-Government Agencies, Public Sector Undertakings, Urban Local Bodies, Public Listed Company etc. (*Documentary evidence of order copy/ Invoice copy/ completion certificate needs to be submitted.*)

**C. Terms of Reference (TOR) of the Service Provider:**

**1. Purpose of Engagement**

Assam Medical Services Corporation Ltd. (AMSCL) has been entrusted since FY 2022-23 with centralized procurement of medicines and consumables for National Health Mission (NHM), Assam State AIDS Control Society (ASACS), and AYUSH Mission. Prior to this, these organizations carried out procurement independently. The purpose of this engagement is to conduct a data-based comparative study to assess the impact of centralized procurement through AMSCL vis-à-vis the earlier decentralized procurement system.

**2. Entities and Period of Study**

Entity	Pre-AMSCL Period	AMSCL Period
NHM	2021-22 & 2022-23	2023-24 & 2024-25
ASACS	2021-22 & 2022-23	2023-24 & 2024-25
AYUSH	2021-22 & 2022-23	2023-24 & 2024-25

The study will compare all three entities (NHM, ASACS, AYUSH).

### **3. Scope of Work**

The Consultant shall carry out the following activities strictly on the basis of data supplied by AMSCL:

#### **3.1 Availability of Medicines**

**Objective:** Assess whether availability of medicines at facilities has improved after centralized procurement.

**Data Provided by AMSCL:** Monthly stock availability/status of Top 100 medicines for all four years (2021-22 through 2024-25) Separately mentioning Pre and Post AMSCL intervention.

**Output:**

- Percentage of months each medicine was available at facilities.
- Comparison of availability Pre-AMSCL vs AMSCL for each entity (NHM, ASACS, AYUSH).

#### **3.2 Cost Analysis of Top 100 Medicines**

**Objective:** Compare medicine prices before and after AMSCL implementation.

**Data Provided by AMSCL:**

- List of Top 100 medicines based on quantity issued in 2024-25.
- Purchase/contract rates for each of these medicines for all four years.

**Exclusion:** Patented medicines.

**Output:**

- Annual average prices for each medicine.
- Pre-AMSCL prices adjusted for inflation (using a standard CPI index).
- Comparison of adjusted Pre-AMSCL prices with AMSCL prices for each entity.

#### **3.3 Stock-Out Analysis**

**Objective:** Assess reliability of supply.

**Data Provided by AMSCL:** Monthly stock-out details for the Top 100 medicines (number of days or months in stock-out) for all four years.

**Output:**

- Percentage of months each medicine was in stock-out.
- Comparison of stock-out rates Pre-AMSCL vs AMSCL for each entity.

### 3.4 Vendor Base

**Objective:** Assess supplier competition and coverage.

**Data Provided by AMSCL:** List of approved vendors for:

- NHM, ASACS, AYUSH (2021-22 & 2022-23)
- AMSCL (2023-24 & 2024-25)

**Output:**

- Number of unique vendors supplying medicines in each period (Pre-AMSCL and AMSCL).
- Comparison across the three entities (e.g., common vs distinct vendors).

### 3.5 DVDMS Implementation

**Objective:** Verify IT-enabled procurement and supply tracking.

**Data Provided by AMSCL:**

- DVDMS modules implemented (e.g., Indent, Purchase Order, Dispatch, Receipt).
- Date of rollout of each module.
- Number of transactions recorded in each module.
- IT software and modules available in Pre AMSCL phase.

**Output:**

- Confirmation of the use of DVDMS for Indent, Purchase Order, Dispatch, and Receipt during the AMSCL period.
- Number of transactions recorded per module, indicating system usage.

### 3.6 User Satisfaction

**Objective:** Assess operational experience of users (e.g., warehouse managers, pharmacists).

**Approach (to minimize field work):**

- Develop a brief questionnaire in consultation with AMSCL management.
- Distribute the questionnaire via Google Forms to identified district-level and facility-level users (primarily drug warehouse managers and government hospital pharmacists).
- Ensure anonymity and ease of response to encourage participation.

**Data Provided by AMSCL:** Access to identified district and facility users for questionnaire distribution; questionnaire approved by AMSCL.

**Output:**

- Satisfaction scores for key aspects of procurement and supply.
- Comparison of user satisfaction Pre-AMSCL vs AMSCL (to the extent recall or perceptions allow).

**3.7 Fund Utilisation**

**Objective:** Assess utilization of procurement budgets.

**Data Provided by AMSCL:**

- Approved drug procurement budget for each entity and year.
- Actual expenditure for all four years.

**Output:**

- Percentage of budget utilized each year.
- Comparison of utilization rates across years and entities (Pre-AMSCL vs AMSCL).

**4. Data Source and Responsibility**

All data for this study shall be provided exclusively by AMSCL, based on authorization obtained by AMSCL from NHM, ASACS, and AYUSH. The Consultant shall not collect, seek, or use any data from:

- NHM, ASACS, or AYUSH directly (outside AMSCL).
- Districts, hospitals, or field units.
- Public portals, dashboards, websites, or any third-party sources.

The Consultant shall rely solely on the data formally supplied by AMSCL.

**5. Data Finalization and Commencement of Work**

The assignment will commence only after AMSCL has either:

- a) Supplied all datasets required under this TOR, or
- b) Issued a written declaration stating that no further data is available or can be provided.

Once either (a) or (b) is completed, the data shall be treated as final, and the Consultant shall proceed strictly on that basis.

**6. Limitation of Responsibility**

The Consultant shall not be responsible for:

- Non-availability of any data.
- Gaps, inconsistencies, or errors in the data supplied.
- Differences between records of various entities.

The report shall reflect analysis of the data as provided by AMSCL only.

## 7. Deliverables

The Consultant shall submit the following deliverable:

Final Comparative Report (signed copy): A comprehensive report containing all analyses, findings, and conclusions. This report should include:

- Indicator-wise comparison tables (as outlined in Sections 3.1–3.7).
- Entity-wise analysis (NHM, ASACS, AYUSH) and aggregated findings.
- An Executive Summary (as part of the report) summarizing key findings and comparisons.

Note: All outputs should be incorporated into the final report.

## 8. Governing Principles

The study shall be strictly data-driven.

No field data collection is required beyond the approved questionnaire (no on-site surveys).

No assumptions shall be made where data is missing; only provided data will be used.

Analysis shall not extend beyond the defined indicators and scope.

### D. Evaluation:

Tender will be evaluated with reference to various criteria of the technical requirements and document submitted. L1 bidder shall be selected on the basis of Total Value Wise Evaluation.

### E. Agreement:

The successful bidder shall execute an agreement with AMSCL on a non-judicial stamp paper of the value of Rs 100 (stamp duty to be paid by the bidder) within 10 days from the date of the intimation from Tender Inviting Authority informing that his tender has been accepted or within 10 days from the date of issue of Letter of Intent (LOI).

### F. Security Deposit:

The successful bidder shall be required to submit security deposit an amount of **5% of the order value** in the form of BG/ Fixed Deposit / DD from any Indian Nationalized Bank in favour of “Assam Medical Services Corporation Ltd.” valid for a period of **3 Month** from the date of Agreement.

### G. Payment:

- i) Price to be quoted in Indian Rupee (INR) only.
- ii) No advanced payment will be made to the successful Service Provider.
- iii) Payment will be made after completion of the service.
- iv) Bill needs to be submitted along with proof of service delivery for release of payment.
- v) Payment will not be release without Performance Security.

**Annexure-I**

**(Financial Bid format)**

*(In official Letter Head of the bidder)*

Tender Reference No: .....

Name of the Bidder: .....

SI	Name of the Service	Basic Price (In Rs.)	GST (%)	GST Amount (In Rs.)	Total Price including GST (In Rs.)
1	Conducting a Data-Based Comparative Study to Assess the Impact of Centralized Procurement through AMSCL vis-à-vis the Earlier Decentralized Procurement System				

Signature of the Bidder (with office seal)

Name:

Designation:

Contact No:



**Annexure-II**  
**(Checklist)**

SI	Particulars	Yes	No	Page No
1	Court Fee Stamp of Rs. 8.25 (Rupees eight & paisa twenty-five) only/ IPO of Rs.10/- affixed.			
2	Tender Processing fee of Rs.2,000/-.			
3	Earnest Money Deposit (EMD) of Rs.2,000/-.			
4	Documentary evidence of order copy/ Invoice copy/ completion certificate in support of having provided services during last three years.			
5	Documentary evidence regarding constitution of the bidding firm such as Certificate of Incorporation, Memorandum& Articles of Association, Partnership Deed/ Municipal Trade License / Registration of Firm etc.			
6	Self-attested copy of PAN Card			
7	Self-attested copy of GST Certificate			
8	Average Annual Turnover Certificate of the bidder of last three years (FY 2022-23, 2023-24 & 2024-25)			

**Annexure-III**  
**(Draft Contract Agreement)**

THIS CONTRACT AGREEMENT is made on

This ..... day of month..... Year.....

BETWEEN

(1) Name and Address of the Purchaser:

(2) Name and Address of the Service Provider:

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz., [insert: brief description of goods and services] and has accepted a bid by the service provider for the supply of those goods and services in the sum of [insert: contract price in words and figures] (hereinafter called “the Contract Price”)

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the Condition of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Service Provider, and each shall be read and construed as an integral part of the Contract:
  - (a) This Contract Agreement
  - (b) Special Conditions of Contract
  - (c) General Conditions of Contract
  - (d) Technical Requirements (including Technical Specifications)
  - (e) The Supplier’s bid and original Price Schedules
  - (f) The Purchaser’s Notification of Award (Order No)
  - (g) [Add here: **any other documents**]

3. In consideration of the payments to be made by the Purchaser to the Service Provider as hereinafter mentioned, the Service Provider hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Service Provider in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

For and on behalf of the Purchaser

Signed: \_\_\_\_\_

In the capacity of [insert: **title or other appropriate designation**]

In the presence of \_\_\_\_\_

For and on behalf of the Service Provider

Signed: \_\_\_\_\_

In the capacity of [insert: **title or other appropriate designation**]

In the presence of \_\_\_\_\_

=====XXXX=====