



Government of West Bengal
Department of Health & Family Welfare
OFFICE OF THE SUPERINTENDENT

M R Bangur Hospital & M R Bangur Super Speciality Hospital
241 & 249 Desh Pran Sashmal Road, Tollygunge, Kolkata - 700033

www.mrbangurhospital.gov.org, Email: supdt_mrbh@wbhealth.gov.in, districthospitalspg@gmail.com

Memo. No. MRBH/173

Dated: 24/06/22

NOTICE INVITING e-TENDER

The Superintendent of M.R. Bangur District Hospital, 241, DPS Road, Kolkata-33 invites e-Tender from the interested bonafide agency engaged in stationary business to upload relevant documents in the form of pdf files to <https://wbtenders.gov.in> within the specified time schedule mentioned hereunder for the following work/supply. Queries in the matter, if any, may please be emailed to districthospitalspg@gmail.com after the publication of this notice.

Name of work/supply	Earnest Money Deposit(EMD)	Approximate estimated value of tender
Supply of Stationary Items	Rs.30,000/-	15,00,000/-

1. GENERAL INSTRUCTIONS:

Intending bidder may download the tender documents free of cost from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC) or from the Health & Family Welfare Department's website www.wbhealth.gov.in or www.mrbangurhospital.org.

2. SUBMISSION OF BIDS:

The tender is to be submitted in a Two Bid System(Technical and Financial).

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed by the bidder or authorised signatories (having authorization from the bidder) in the website

<http://wbtenders.gov.in>. All papers must be submitted in English language with serially page marked and signed with seal along with an application in **Annexure-I**.

3. DATE & TIME SCHEDULE:

Sl. No.	Particulars	Date & Time
1	Date of uploading e-NIT	24.06.2022
2	Online documents download start date	25.06.2022, 09.00am
3	Pre- bid meeting to be held at the DNB Hall, MRBH	28.06.2022, 02.00pm
4	Online bid submission start date	29.06.2022, 10.30am
5	Online bid submission closing date and time	12.07.2022, 06.55pm
6	Online bid opening date for Technical Proposals	15.07.2022, 03.00pm
7	Date of online uploading list for Technically Qualified Bidders	Will be notified later
8	Date of Online opening of financial proposal	Will be notified later

4. SUBMISSION OF THE TENDERS:

The tender is to be submitted in a two bid system.

1. **"BID A": Technical Documents:-**

STATUTORY COVER, containing the documents as per check list (Annexure III).

2. **"BID B": FINANCIAL COVER: BOQ**

The folder as "Financial Bid" shall contain the itemwise rate as per Accounting Unit **including transportation and exclusive of GST** to be quoted.

5. GENERAL TERMS AND CONDITION:

(a) E- Tender should be addressed to the Superintendent of M.R. Bangur District Hospital, 241,DPS Road,Kolkata-33. Bidders may download tender enquiry documents from the website <http://wbtenders.gov.in> and www.mrbangurhospital.org. Any subsequent notice or corrigendum regarding this shall be uploaded to above websites only.

(b) **The bidder having valid Trade License for supply/manufacturing of the same related items of this tender.**

(c) The bidder having aggregated annual turnover of Rs.05.00 lakh (Rupees Five Lakh) for the last three financial years can participate with this e-tender.

(d) **EMD: Bidders to submit EMD of Rs. 30,000.00 online.**

Registered SSI units/ MSME (having Udyog Aadhar) participating in Govt. Tenders, are eligible for exemptions from payment of earnest money and security deposit (EM&SD) as per govt rules.

(e) The unsuccessful bidder(s) will receive their earnest money back in time.

(g) The bidders would have to get themselves registered with the e-tender portal of the Government of West Bengal at <https://wbtenders.gov.in> and upload listed documents as per check list (**Annexure-III**), their contact details, annual turnover, credential of government supply in India.

(h) Any bidder which is currently black-listed by any Government Department / Government Agency in India will not be eligible to participate in the tender.

6. PERFORMANCE SECURITY DEPOSIT:

i) Within 14 (fourteen) days from the date of Award of Contract by the purchaser, the successful bidder shall deposit performance security of Rs 45000.00 (Rupees Thirty Thousand Only)

The performance security shall be retained up to 6 (six) months after the date of completion of all contractual obligations by the contractor.

ii) The performance security shall be deposited in Indian Rupees to the M.R.Bangur Hospital Rogi Kalyan Samiti, A/C: 0675010098990, IFSC: PUNB0067520, PNB, Tollygunge Tram Depot (Kolkata).

iii) In the event of any failure/default of the bidder with or without any quantifiable loss to the purchaser, the amount of the performance security is liable to be forfeited by the purchaser.

iv) The performance security deposit of the successfully selected tenderer may be forfeited for failure to supply within specified time and/or for supplying unsatisfactory articles in quantity and quality.

7. EVALUATION OF BID:

The technical bid of the bidders will be opened and evaluated first. After evaluation, the list of technically qualified bidders will be published in <https://wbtenders.gov.in> and hence qualified for opening of financial bid, but no individual communications will be made. Only financial bid in electronic format would have to be submitted through the e-Tender portal and after opening of financial bids on the appointed date and time, the lowest among the bidders against the printed item will generally be awarded the contract, after observance of the related formalities.

Item wise lowest bidder will be selected. Participating in all items is mandatory.

8. AGREEMENT:

Execution of an agreement within 14 days of issue of AOC must be made on Rs.50/- Non Judicial Stamp Paper between the selected bidder(s) and TIA.

9. PAYMENT TERMS:

Payment will be made through NEFT, after satisfactory delivery to OHC store of MRBH and submission of Tax Invoice with supply order, delivery challan with receive note of respective store in-charge, and payment mandate, provided the availability of fund in the respective government account.

10. Sample of items to be submitted by after opening of technical bid but before financial evaluation. Any deviation or non-satisfaction of TIA in respect of quality may lead to disqualification of the bidder at technical evaluation level.

11. Bidders will have to present original requisite documents in support of uploaded documents for verification, if asked for.

12. VALIDITY:

The rate offered in the financial bid should remain valid for a period of 2 (two) years from the date of issue of first Award of Contract (AOC) by TIA which may be extended further on mutual agreement.

The procurement will be made in phased manner or at a time subject to requirement within validity period.

13. The successful bidder will be bound to supply the item(s) within specific dates, mentioned in the procurement order. The timely supply of articles will be the essence of contract.

14. Bidders are requested to attend a pre- bid meeting as per schedule of clause-3.

15. All terms and conditions as mentioned above will have to be accepted (as digitally signed) by the Tenderer(s).

16. In the event of any of the above mentioned dates being declared as a holiday the tenders will be opened on the next working day at the appointed time or as desired by TIA.

17. The following penalties shall be imposed for offences mentioned against each:

Sl. No.	Nature of offence	Penalty to be imposed
1	Any wrong or misleading information provided by the bidder during submission of bids.	a. Forfeiture of EMD b. May lead to recommendation for blacklisting of at least 3 years.
2	If the bidder(s) withdraw their tender after opening of bids and non execution of agreement within 14 days of issue of AOC.	a. Forfeiture of EMD b. Recommendation for blacklisting of 5 years

3	Supply of items deviated from the specification and quality etc.	a. Termination of Contract. b. Recommendation for blacklisting of 5 years . c. Forfeiture of the Performance Security Deposit. d. Lodging FIR.
4	Breach of Agreement	a. Termination of Contract. b. Recommendation for blacklisting of 5 years c. Forfeiture of the Performance Security Deposit. d. Lodging FIR.

18. CHANGE IN QUANTITY:

TIA may at any time by written instruction vary the general scope of this Contract by 40% (forty percent) above or 40% (forty percent) below the original Contract quantity at the accepted terms & conditions.

The price for the additional quantity will be as per the quoted price of the bid.

19. The decision of the tender inviting authority (TIA) in the matter would be final and binding upon all participants in the tender, and the tender inviting authority would have the absolute discretion to reject or accept bid of any bidder, without assigning any reason whatsoever.


Superintendent

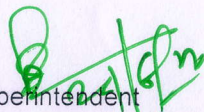
(M) M.R.Bangur District Hospital &
M.R.Bangur SSH, Kolkata-33

Memo No. MRBH/ 1173

Date: 24/06/22

Copy forwarded for information and taking necessary action to,

1. The Director of Health Services, Govt. of West Bengal, Swasthya Bhawan, Kolkata – 91
2. The Mission Director, NHM, Govt. of West Bengal, Swasthya Bhawan, Kolkata – 91
3. The District Magistrate, South 24 Parganas.
4. The CMOH, South 24 Parganas.
5. All Members of Tender Selection Committee, MRBH,
6. The IT Cell, Swasthya Bhawan, Kolkata – 700091 with the request to publish the NIT in departmental website.
7. The DEO, MRBH is directed to publish the NIT in the hospital website.
8. Office Notice Board, MRBH,
9. Office copy


Superintendent

(M) M.R.Bangur District Hospital &
M.R.Bangur SSH, Kolkata-33

Annexure- I
APPLICATION

(To be furnished in the Company's official letter pad with full address and contact no etc)

To,
The Superintendent,
M.R. Bangur District Hospital,
241, DPS Road, Kolkata-33

Sub : Submission of e-Tender in response to e-NIT no. Date: of the Superintendent
M.R. Bangur District Hospital, for "supply of different stationary items.

Sir,
Having examined the pre-qualification & other documents published in the e-NIT I / we hereby submit all the necessary information and relevant documents for evaluation.

1. That the application is made by me / us on behalf of
in the capacity of Proprietor/ Managing Director/Partner of the Agency
.....duly authorized to submit the offer.
2. That I/We accept the terms and conditions as laid down in the e-NIT mentioned above and submitted with rubber stamp & signed as uploaded and declare that I/We shall abide by it throughout the tender period.
4. In the event of being selected, I/we will make the supply within the stipulated period excepting the condition which is beyond our control.
5. I/we understand that:
 - (a) Tender Inviting Authority can amend the scope & value of the contract.
 - (b) Tender Inviting Authority reserves the right to reject any application without assigning any reason.
6. I/we have not ever been convicted of any offence making liable to be disqualified to supply of any items to any government or government undertaking organisation/institution in India.
7. No case is pending against me or against our firm in any criminal court of law relation to supply of any item/works to any government or government undertaking organisation/institution in India(if any case is pending, state the details).
8. I/we also declare that if any information provided herewith subsequently found incorrect or false will it automatically render the tender submitted be cancelled and make liable for penal/legal action as per terms and conditions of this tender and law of the country.
9. I/We affirm further that the statements made by me/us in this tender are true to the best of my/our knowledge and belief and all the documents attached are genuine and correct.

Date:

Full Signature of the Bidder/Authorised person & Seal

Email Address:

Mobile No.-

Tele. No.-

Annexure-II

Specification of Stationary Items

Slno	Name of Item/s	Unit	Description	Quantity Reqd (Variable)
1	Coconut oil	bottle	45 ml ,Parachute	500
2	Comb (big size)	pc	Plastic Long(10 inch)	300
3	Nail cutter	pc	Stainless Steel body(6cm)	500
4	Medium Battery	pc	Duracell Ultra 1.5 v Alkaline	500
5	Rubber band(25 gm)	pkt	2 inch	500
6	Medicine crusher	pc	Marble	30
7	Red hit	pc	400 ml Godrej	500
8	Door calling bell	pc	As per sample, Good quality	10
9	Plastic container with lid	pc	4 inch (As per sample)	1000
10	Plastic case Measuring tape	pc	5 meter long	30
11	Exercise book	pc	(132 page) Classmate.	500
12	Plastic file	pc	(Transparent) 14"x12"	500
13	Toothpaste	pc	Colgate 12 gm	500
14	Bag for medical team	pc	As per sample	20
15	Plastic drum with lid	pc	(30 litre) SPL	50
16	Identity card with PVC jacket and ribbon	pc	As per sample	2000
17	White Board duster	pc	As per sample	100
18	Fridge stand	pc	(Adjustable)min 16"X19" Max 26"x31.5", Height (Machine base and bottom end of the wheels 3.6 inch	50
19	Gallipot with lid	pc	(steel bowl) Diameter 2.5" height 1"	100
20	Top elevator table desk	pc	(18" *24") 10 mm with brass fittings best quality, Acrylic	20
21	Gum Boot	Pair	Grey shoe without steel toe Size 6,7 ,8,9 (Duckback)	100
22	Fridge thermometer battery	pc	As per sample	100
23	Digital thermometer battery	pc	As per sample	100
24	Wood Pencil	pc	Apsara,Platinum Extra Dark	500
25	White writing pad	pc	As per sample A5 size 50 pages	-
26	Buby Tape	pc	As per sample	-
27	Ball Pen	pc	Linc Signeta fine light weight	-
28	Height measurement scale	pc	As per sample	-
29	Super Laundry liquid detergent	Jar of 5 ltr	Laundry chemical product,IFB industries ltd	-
30	Super Laundry powder detergent	pkt of 5 kg	Laundry chemical product,IFB industries ltd	-
31	Cling wrap	pc	100 mtr	-
32	A4 Paper (75 GSM)	500 sheet	Bilt Copypower	-
34	A4 Paper (75 GSM)	500 sheet	JK Copier Red	2000
35	Cover File(4 Fold) Semi coated	Pc	As per sample(Good Quality) with front side printed	1000
36	Cover File (2 Fold)	Pc	Colour as per sample with both side printed	5000

Annexure-III

Check-List of Documents to be uploaded

Sl.No.	Envelope / Uploading location	Document
1	My Space	<ol style="list-style-type: none">1. GST registration cert. of bidder.2. PAN of bidder.3. P. Tax Registration certificate/ updated P.Tax payment challan.4. Incorporation certificate for company (if applicable)5. Valid Trade Licenses6. Registered deed for partnership firm.7. IT Return for FY 2018-19,2019-20,2020-218. PL Balance Sheet of FY 2018-19,2019-20, 2020-21,9. Credentials of Stationary Goods supply to government organization in India (Payment certificate issued by purchaser).10. Copy of receipt of online submission of EMD.
2	Technical Bid (Bid T)	<ol style="list-style-type: none">1. e-NIT acceptance form
3	Financial Bid (Bid F)	Price format & BoQ