



ZILLA SWASTHYA SAMITI, KEONJHAR
CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER :
KEONJHAR



Advt. No. 3906

TENDER CALL NOTICE

Date. 09.08.2019

Sealed tenders are invited from registered Firms / Agencies / Reputed Organizations for supply of Equipments/ Instruments calibration in District Head Quarter Hospital, Sub-divisional Hospital & FRU CHCs of Keonjhar district. Interested Firms / Agencies / Reputed Organizations should submit their proposals in prescribed format (Technical as well as financial bids) along with detailed Tender Call Notice with all supporting documents in sealed envelopes separately through Speed Post / Regd. Post / Courier to the Office of Chief District Medical & Public Health Officer, District Head quarter Hospital, Keonjhar, Odisha, PIN-758001 on or before 28.08.2019 up to 5 PM. The detail Tender Call Notice, terms & conditions are available in the district website: www.keonjhar.nic.in. Incomplete application in any form will be summarily rejected. The sealed tenders shall be opened on 29.08.2018 at 11 AM in the O/O-ADPHO(FW), Keonjhar in the presence of Purchase committee members & bidders. The authority will not be responsible for any postal delay. The undersigned has reserves the right to reject or cancel any or all the Tender without assigning any reason thereof.

Sd/- Chief District Medical & Public Health Officer, Keonjhar

Chief District Medical & Public Health Officer,
Keonjhar

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER
KEONJHAR, ODISHA

Tender No. 3906

Date: 09.08.2019

**Notice for Invitation of Tender for Equipment/Instrument
Calibration in District Head Quarter Hospital/ Sub Divisional
Hospital and FRU CHCs**

Period of Availability of Tender	: 09.08.2019 to 28.08.2019
In the official website of the district	: http://www.kendujhar.nic.in
Pre Bid Conference	: 17.08.2019 at 11.00 AM
Last Date for Submission of Tender	: 28-08-2019 till 05.00 PM
Place, time & venue of Opening Tender	: O/o – ADPHO (FW), Keonjhar, 29-08-2019 at 11.00 AM
Address for submission	: Office of the CDM & PHO, Keonjhar
Tender paper cost	: Rs. 500/- (Non-refundable)
Earnest Money Deposit	: Rs. 5,000/- (Refundable without interest)

The authority reserves the right to accept or reject summarily any or all the tenders without assigning any reason thereof.

The Bidders may download the Tender Documents directly from the Website available <http://www.kendujhar.nic.in> from 09-08-2019 to 28-08-2019 till 05.00 PM. The Tender Paper cost of Rs. 500/- (Rupees Five Hundred only, Non-refundable) and EMD of Rs. 5,000/- (Rupees Five Thousand only, refundable) to be submitted by way of Demand Draft drawn in favour of ZSS NRHM Additionality Keonjhar, payable at Keonjhar should be enclosed along with the Technical Bid.

Chief District Medical & Public Health Officer
Keonjhar

Eligibility Criteria and Terms & Conditions for Outsourcing Agency for Equipment/Instrument Calibration in District Head Quarter Hospital/ Sub Divisional Hospital and FRU CHCs.

Eligibility

Following points should be fulfilled by the bidder to be eligible for participation in the bidding process:

1. The firm/agency/company/society should have a **valid registration certificate**.
2. It shall have valid **EPF, ESI & GST** Registration Certificate.
3. Tender paper cost of Rs. 500 /- (non refundable)
4. EMD of Rs. 5,000/- (refundable)
5. It must have **PAN Card** in the name of the Firm/ Agency/ Company.
6. It must have **registered/certified by NABL**.
7. It must **not** have any previous record of contract termination or left out of the job etc which should be produce in the form of Court Affidavit.
8. The bidders have to submit the **qualification & training certificate of Bio-medical Engineers on Calibration**.
9. Average Annual Turnover should be more than **Rs. 10 Lakhs** during the last three **FY of 2015-16, 2016-17 & 2017-18**. The certificate must be obtained from a Chartered Accountant to this effect in original. The bidder has to submit the audited financial statements (P/L account and Balance sheet) for the above said 3 financial year i.e. **2015-16, 2016-17 & 2017-18**.
10. Attested copy of the IT return for last three FY i.e. **2015-16, 2016-17 & 2017-18**.
11. The firm or agency should have experience in Calibration of Equipments and Instruments of **Government Hospital/PSU** at least for a **period of 1 Years**. The bidders have to submit the experience certificate in specified format only as below:

Working experience in the field of Equipment & Instrument Calibration services at Government Hospitals/PSU				
Sl No	Name of the Institution	No. Of Equipments and Instruments Calibrated	Work order No.	Completion Certificate

N.B – All the documents (Work order/Agreement and Completion certificate by the organization) relating to the experience needs to be submitted separately.



Chief District Medical & Public Health Officer
Keonjhar

1. **General Information**

Last date and time for submission of tender: On or before 28-08-2019 by 5.00 PM. .

- 1.1. The bids received by the office within the deadline will be opened at the office address.
- 1.2. The Technical bids shall be opened in the presence of the Bidder/their authorized representatives (authorized person) at 11 AM on 29-08-2019.

2. **Amendment of Invitation**

In case of any discrepancy between the Press advertisement, other detailed provisions of the tender document and the updated version on the web (up to 19-08-2019 till 5.00 PM), the web-version will prevail. At any time prior to 19-08-2019, the authority reserves the right to add/modify/delete any portion of this document by issuance of an addendum/corrigendum, which would be published only in the web site: www.keonjhar.nic.in and will be binding on the bidders.

3. **Period of validity of Bid**

For the purpose of placing the work order, the bid shall remain valid for a period of one year.

4. **Formats and Signing of Tenders**

- 4.1. All the documents submitted shall be consecutively numbered (As per index) having signature with official seal of the authorized signatory on each page and total number of pages shall be mentioned on the top sheet duly authenticated by the authorized signatory.
- 4.2. In case the tender document is signed by the any other signatory, a copy of the Power of Attorney/Authorization must be enclosed along with the tender for consideration. Otherwise any lapses in number of pages enclosed, the authority will not be held responsible.
- 4.3. Tender documents should be computerised without any correction and overwriting.

5. **Sealing and marking of tenders**

The bidder shall seal and mark various parts of the tender as follows.

- 5.1. Technical bid in one envelop super-scribed with words "Technical bid for selection of outsourcing agency for **Equipment/Instrument Calibration in District Head Quarter Hospital/ Sub Divisional Hospital and FRU CHCs.**
- 5.2. Price bid in one envelop super-scribed with words "Price bid Selection of outsourcing agency for **Equipment/Instrument Calibration in District Head Quarter Hospital/ Sub Divisional Hospital and FRU CHCs.**
- 5.3. All two envelopes (Technical and Price Bids) shall be sealed in a covering envelope super scribed with words "Tender for selection of outsourcing agency for **Equipment/Instrument Calibration in District Head Quarter Hospital/ Sub Divisional Hospital and FRU CHCs.**
- 5.4. Every envelop and forwarding letter of various parts of the tender shall be addressed to:

To
Chief District Medical & Public Health Officer
District Head Quarter Hospital
Keonjhar – 758001, Odisha.

The name of the firm/company should be mentioned in the bottom left portion of each envelop.

5.5. Tenders may be submitted through Speed Post/Registered Post only. Tenders sent through Telex/Telegrams/Fax/Courier services/Email shall not be acceptable.

Terms of Reference (TOR) for Outsourcing of Agency of Equipment and Instrument Calibration Services in ZSS Keonjhar

1. The Tender should be properly sealed & super scribed on the envelope "Tender for Engagement of Outsourcing Agency for Calibration of Equipment & Instruments for CDM&PHO, Keonjhar".
2. Cover & Documents- The following documents should be furnished in a sealed cover with Index & Page Number.
 - a. The tender document should be accompanied with Bank Draft of Rs **Rs.500/-** (Rupees Five Hundred only, Non-refundable) by way of separate Demand Draft drawn in favour of **ZSS NRHM Additionality Keonjhar**, payable at Keonjhar (Cost of Tender Document) from any Nationalised Bank.
 - b. Detail Name & Address along with the contact number & email address of the Director, Managing Partner/ Proprietor of the Firm are to be clearly mentioned in capital letter.
 - c. Attested Copy of the IT Return for last three Financial Years. i.e. 2015-16, 2016-17, 2017-18.
 - d. Attested Copy of the PAN Card.
 - e. Attested Copy of the up to date GST Clearance Certificate.
 - f. Quoted Price List signed by the Bidder with seal.
 - g. Experience Certificate in the respective field for 1 Years or more.
 - h. An undertaking from the agency affirming that it has not been blacklisted and is not involved in criminal proceeding relating to execution of Bio Medical Waste Management services.
 - i. **EMD Rs. 5,000/-** in Shape of DD/ Bankers Cheque drawn in any Nationalised Bank in Favour of the **ZSS NRHM Additionality Keonjhar**, payable at Keonjhar (Refundable without interest).
3. The EMD of the unsuccessful bidder will be returned after finalisation of the tender process and the bidder must have collect the DD from the Office of the undersigned within 7 days.
4. The EMD will be forfeited if the bidder fails/ refuses to execute the work order.
5. Tender documents should be computerised without any correction & overwriting.
6. All the Bio Medical Engineers should have qualified and trained for conduct the Calibration of equipments and instruments and agency should have given the detail list of engineers along with the certificate for training.
7. Agency should ensure to deploy the trained Bio Medical Engineers as the details given in the technical bid.
8. All the expenses like transportation, accommodation, local arrangements and fooding will be borne by the agency.
9. **Standards for Calibration:** The equipment provided by the facilities shall be calibrated according to the standards, acceptable for NABL certification. Agency shall state in the report calibration methodology, which was adopted for the equipment tested.
10. **Traceability:** All the equipments shall be calibrated using the standards, whose accuracy is traceable to national/international standards and norms excepts where the standards have

been derived from the accepted values of physical constants or derived by ratio type of self calibration. All standards used in calibration system will be supported by certificates, reports or data sheets attesting to date, accuracy and conditions under which results are obtained.

11. **Labelling:** All the equipments shall be labelled to indicate the last date of calibration and name of the agency undertaking this task. The calibration agency shall provide the dates of next due date for calibration of the equipments.
12. **Records:** The Calibration agency shall develop a comprehensive and complete set of records that document accuracy, calibration method and precision. Set of such records shall be provided by calibration agency to the Hospital before release of the payment and the hospital will acknowledge receipt of the records in writing.
13. **Payment:** A set of bills and completion certificate should submit at the concern institutions and copy of the completion certificate should be submitting the Office of the undersigned. All the payments will be release from the concern institutions.
14. Calibration agency will notify the district and the hospital about any fault and/or defective working condition found in the equipment during calibration. The agency will inform the hospital about defect in writing and it would be the responsibility of the facility to get it repaired.
15. The agency shall be responsible to the customer for any loss or damages, whether direct or consequential arising during calibration process done by the agency.



Chief District Medical & Public Health Officer
Keonjhar

**TECHNICAL BID FOR OUTSOURCING OF AGENCY FOR CALIBRATION OF
EQUIPEMENTS & INSTRUMENTS (Cover-A)**

Sl. No	List of tender documents submitted	Yes	No	Page No	Clearly mention data here
1	Cover "A" – Technical bid and Cover – "B" – Price Bid attached Separately			NA	NA
	Whether all pages are serially numbered			NA	NA
	Whether all pages are self attested with seal			NA	NA
2	Name of the organization			NA	
	Address of the Organization			NA	
	Telephone No/Mobile no of the Organization with E-Mail ID			NA	
3	Tender Paper Cost @ Rs. 500/- in shape of DD (Non- Refundable)				DD no _____ Dated _____ Bank Name _____
4	EMD @ Rs. 5,000/- in shape of DD (Refundable)				DD no _____ Dated _____ Bank Name _____
5	WORKING EXPERIENCE IN THE RELATED FIELD for 1 YEAR IN THE GOVERNMENT HOSPITAL/PSU ONLY, (Supporting documents need to be attached).				
6	Firm/Agency/Company/Organization/Trust have to submitted non blacklist affidavit				A Non judicial Stamp paper of Rs. 20/- will be attached.
7	Photo copy of Registration certificate				
8	Photo copy of PAN				
9	NABL registration Number				
10	Valid GSTN Certificate				
11	Qualification and training details (certificate to be enclosed separately) of Bio-Medical Engineer.				
13	Self attested Photocopy of organization Income Tax Acknowledgement Report (Financial Year 2017-18) and copy of the audited financial statement for the last				

	three financial Years i.e. 2015-16, 2016-17, 2017-18.				
14	Documents in support of Experience (Valid work order/Agreement with the institution and Completion certificate				
15	Average Annual Turnover of Rs. 10 Lakh for the FY 2015-16, 2016-17, 2017-18				
16	Attested copy of the IT return for last three Financial Years i.e. 2015-16,2016-17,2017-18				

All the supporting documents should be enclosed for above requirements and must be self attested by the authorized person with organization Seal.

DECLARATION

I/We hereby declare that, the terms and condition etc. Given with the tender notice have been read carefully and it is acceptable to me/us and that the information furnished above is full and correct to the best of my/our knowledge. I/we understand that in case of any deviation in the above statement at any state my tender documents will be rejected.

Place:

Date:

Seal & Signature of authorized Signatory.

Seal


Chief District Medical & Public Health Officer
Keonjhar

**FORMAT FOR FINANCIAL BID FOR OUTSOURCING OF
Equipment/Instrument Calibration in District Head Quarter Hospital/ Sub
Divisional Hospital and FRU CHCs**

The rate quoted by 'L1' will be accepted subject to quality & feasibility.

Name & Address of the Organisation/ Agency/NGO		
Sl No	Price to be quoted for Equipments and Instruments Calibration (Excluding GST)	Rate in Rs.
1	Radiant Warmer.	
2	Auto clave (Horizontal)	
3	Oxygen flow meter	
4	BP Instrument	
5	Thermometer Digital	
6	Auto Analyzer	
7	Semi Auto Analyzer	
8	ECG Machine	
9	Microscope	
10	Weighing Machine	
11	Centrifuge Machine	
12	Syringe Pump	
13	Foetal Doppler	
14	Incubator	
15	Shadow less OT Light	
16	Blood Collection Monitor	
17	Boyles Apparatus	
18	Multipara Monitor	
19	Blood Bank Refrigerator	
20	Photoelectric Calorimeter	
21	PH Meter	
22	Baby Weighing Machine	
23	Suction machine	
24	Oxygen Concentrator	
25	Pulse oximeter with Neonatal probe	
26	Single surface Phototherapy	
27	Double surface Phototherapy	
28	Bilirubinometer	
29	Sterilizer	
30	Glucometer with Dextrostix	
Total		In Rs.

❖ Rate quoted should be exclusive of all taxes. The taxes will be paid extra as per Govt norms.

Place: _____ (Signature and seal of the authorized signatory)

Date: _____ Seal