

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

(DISTRICT PROGRAMME MANAGEMENT UNIT)

No. 0000

Dated 23 / 10 / 2019

Terms and Conditions of Tender submission & Finalization

Sealed Tenders are invited from the interested firms / agencies / Distributor for supply of OVE & VIA KIT & Recliner chair under NCD and KMC to CDM & PHO, Keonjhar as per specification detailed in **Annexure "A"**.

| | |
|---|---|
| Last date for submission of Tender | 14/11/2019 Time 5 PM Address: CDM & PHO Keonjhar. At/Po/Dist – Keonjhar, PIN – 758001 Trough Speed Post / Regd. Post only |
| Date, Time & Place of Opening of Tender | 15/11/2019 Time 11.30 AM At – Office Chamber of the CDM&PHO, Keonjhar |
| Documents and EMD to be submitted for scheduled- 1 | a) Copy of GST Certificate. b) Copy of PAN Card c) Authorization certificate from manufacturer. d) ISO certificate of manufacturer. e) In case of distributor, a authorization copy from manufacturer. f) Annual Average turn over ₹ 10 Lakhs or above for the last three years. (2016-17,2017-18,2018-19). g) Two years experience (Proof of at least 2 work orders of hospital supply) h) Affidavit of Non-black listed firm for execution of Govt similar works.(From Executive Magistrate / Notary) i) Undertaking for supply of the materials as per the specifications only. j) 500/- in form of Bank Draft drawn in favor of ZSS, NRHM, Keonjhar towards Price for Bidding Documents. k) 2000/- in form of Bank Draft in favour of ZSS, NRHM, Keonjhar towards EMD. EMD will be refunded to the unsuccessful bidders after finalization of Tender Process. The EMD of successful bidder will be refunded after completion of the supply. The previous non-performing agency or organization will be disqualified. |
| Signing of Documents | All papers / documents submitted with the tender must be paging and must be signed by the Bidder with seal |
| Completion of the Process | Fifteen days from the placement of Supply Order in each case. |
| Submission of Bid Documents | The Bidders must submit the bid documents in the sealed envelope containing two separate envelope for technical & financial bid and the outer envelope must be super scribed on the top of the envelope " OVE & VIA KIT & Recliner chair under NCD and KMC " and to be addressed to the CDM & PHO, At / PO/ - Keonjhar, Dist – Keonjhar PIN-758001,Odisha. |
| Late supply penalty | If the supply is not made within the time for schedule 1 & 2 items a late penalty of 2% per week or part thereof up to maximum 10% from the billed amount. |
| Breakage | Any breakage of glass item or any other material during transportation must be replaced |
| Validity | The rate must be quoted as per specification, term & condition and will be valid for one year. |


**Chief District Medical &
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Annexure "A"

List of items with specifications

| Sl NO | Name of the items | Specifications |
|-------|---|--|
| 1 | OVE KIT (The kit contains the following items) | |
| 1.a | Mouth Mirror | 2 pieces to provide indirect vision to retract lips, cheeks and tongue to reflect light onto the mouth. Accurate image from flat surface mirror, image magnifying with concave mirror. Size 14mm – 22mm of plane size, stainless steel, fog free with flat/round ribbed handle. The mirror shall be made of fiber glass and the handle shall be made of stainless steel 410/420 grade. |
| 1.b | Hand Gloves | Latex Rubber Gloves (Sterile) (100pcs/pack) |
| 1.c | LED Focusing Torch | LED Focusing Torch Chrome/Steel Ribbed Body (Medium Size) With battery. |
| 1.d | .Disposable Tongue Depressor (Wooden Spatula) | 6 inch in length abd flat, thin wooden blades smoothed and rounded at both end. In single sterile pack. (100 pcs/pack). |
| 1.e | Bag | Good Quality Bag for Storing the above with branding "OVE KIT" with logo. |
| 2 | VIA KIT (The kit contains the following items) | |
| 2.a | Cosco Speculum | Medium size. |
| 2.b | LED Torch | LED Focusing Torch Chrome/Steel Ribbed Body (Medium Size) With battery. |
| 3 | Recline Chair (KMC) | <ul style="list-style-type: none">• It should be a folding gravity recliner chair• Smooth and easy reclining mechanism provides all most sleeping body posture• Unique and secured locking mechanism locks reclining position at any stage to provide desire body posture.• Strong and stable design gives long lasting service.• Easy fold and unfold.• Unique, strong, capsule tube cross frame enables to take load up to 130 kg.• Frame: powder coated round tubuler mild steel• Frame Febric: High quality Textylene/equivalent.• Gross weight 5-10 kg.• Dimension:- Seat 160*50 cms. Hight:- 40 Cms.• Manufacturer should be ISO certified |


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Bid Documents (Technical)

| | |
|--|--|
| Name of the firm / agency (Proof of Registration to be Submitted) | |
| Address of the Firm / Agency | |
| Name of the Contact person | |
| Email of the contact person /Agency/Manufacturer | |
| Contact Number | |
| PAN Card No of the organization (Firm/Agency/Proprietor). Copy to be attached) | |
| Copy of GST Certificate | |
| Valid authorization certificate from manufacturer. | |
| Valid ISO certificate of manufacturer. | |
| Two years experience (Proof of at least 2 work orders of hospital supply). Average Annual Turnover of Firm/Agency/Organization of ₹10 lakhs or above for the last 3 years(2016-17,2017-18,2018-19). | |
| Average Annual Turnover of Firm/Agency/Organization of ₹10 lakhs or above for the last 3 years. | |
| Affidavit (Notary/Executive Magistrate) of non-black listed Firms for execution of Govt similar works. As per Annexure Price for bidding document ` 500/- in the form of Bank Draft in favour of the CDM & PHO Keonjhar payable at Keonjhar and EMD of ` 2000/- in Form of Bank Draft in favour of the CDM & PHO Keonjhar. Undertaking for supply of the materials as per the specifications only. | |
| Three years experience (Proof of at least 5 work orders of hospital supply) | |

(Annexure "B")

DECLARATION

I Mr / Mrs _____ on behalf of

_____ (Firm/Agency/Organization Name) declared that I / We are not blacklisted by any Central / State Govt. / Public Sector undertaking in India. I have given consent that the supply of above materials will be done in the stipulated time as per given specification. I confirm that the information that I have provided above is true & correct.

Date:

Signature

Place:

Name

Designation:

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BID Document (Financial)

Schedule-1

| Sl No. | Name of items (As per Specification) | Rate in Rs. Per unit/ piece(Inclusive of all Tax & Transportation) |
|--------|---|--|
| 1 | AOV KIT | |
| 1.a | Mouth Mirror | |
| 1.b | Hand Gloves | |
| 1.c | LED Focusing Torch | |
| 1.d | .Disposable Tongue Depressor (Wooden Spatula) | |
| 1.e | Bag | |
| 2 | VIA KIT | |
| 2.a | Cosco Speculum | |
| 2.b | LED Torch | |
| 3 | Recline Chair (KMC) | |

Date:

Signature

Place:

Name

Designation:

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23/01/2019
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