



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



Advt. No. 4977...../CDM & PHO, Keonjhar

Date.. 21.11.2024

**TENDER CALL NOTICE**

Sealed tenders are hereby invited from the intending manufacturers or their authorized stockiest / Distributors for supply of Reagents for Semi Auto-Analyzer to Keonjhar District.

The eligible bidders may submit their tender papers on or before 10-12-2024 by 5.00 P.M. through Registered Post / Speed Post / Courier only to the undersigned. The Technical Bid documents will be opened on 11-12-2024 at 11.00 A.M. Those who will qualify in the Technical Bid, the date of opening Financial Bids will be intimated letter on. The details in this connection are available in the district website: **kendujhar.odisha.gov.in**.

The authority will not be responsible for any postal delay. The undersigned reserves the right to reject or cancelled any or all the tender without assigning any reason thereof.

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

  
20/11/24  
CDM & PHO  
Keonjhar

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

No. 4977 /CDM & PHO, Keonjhar Dated 21 / 11 /2024

**Tender-Call-Notice**

Sealed tenders are hereby invited from the eligible bidders as per the eligibility criteria for supply of reagent for Semi Auto-Analyzer to Health Institution of, Keonjhar District. The list of items is enclosed herewith as proforma.

Last date for submission of Tender	10-12-2024 by 5.00 P.M.
Opening of Technical Bid	11-12-2024 at 11.00 AM
Opening of Financial Bid	Will be intimated latter on

**Condition: -**

1. The bidders have to submit their tenders in separate sealed covers (i.e. Cover "A"- Technical Bid & Cover "B"- Financial Bid). Both the covers should be placed in a another sealed cover and the cover must be super-scribed as "TENDER FOR SUPPLY OF REAGENTS FOR SEMI AUTO-ANALYSER FOR 2024-25" for Keonjhar District
2. The bidders are required to enclose in Cover "A" (Technical Bid) as well as the terms & conditions he/she should fulfill/ensure/abide by are as follows:
  - i) Checklist with details of the documents as per "Annexure – I". The documents should duly be paged and serially be arranged. They should also be securely tied and bound. The Annexure-I contains 01 (ONE) checklists, i.e. one meant for the items related to "Reagent for Semi Auto-analyzer".
  - ii) The Tenderer/Manufacturing unit, who/which has been blacklisted/debarred in respect of any item enlisted in the tender either by the state or Central Govt. organization and the debarment is still in force as on the date of bid submission is not eligible to participate in the tender process. The participating bidders should submit an affidavit in this connection as per Annexure-IV from a Notary Public or Executive Magistrate worth Rs. 20.00 Non-Judicial Stamp Paper.
  - iii) A bidder who desires to participate in the bidding process should submit the following amount towards Tender Papers cost (Non-Refundable) and EMD (Refundable) in shape of Bank Draft to be drawn in favor of XV- FC, Keonjhar, payable at Keonjhar detail as follows. Table: - I

Sl. No.	Name of items	Paper Cost (Non-refundable)	EMD (Refundable)
01	Laboratory reagent and chemical for Semi Auto-analyzer	5,000/-	20,000/-

- iv) Items to be quoted as per the prescribed format (**Annexure-II**) should be kept in Technical Bid.
- v) The declaration to be submitted for rate of each individual item to be quoted should be inclusive of all taxes and transportation - as per the **Annexure-IX**.
- vi) Copy of self attested valid PAN of the bidder.
- vii) Copy of Income Tax Return Acknowledgement related to the Financial Year **2020-21, 2021-22 & 2022-23** and copy of the audited financial statement for the last three financial years, i.e. **2020-21, 2021-22 & 2022-23** to be submitted.
- viii) Photocopy of self attested valid GST registration certificate & up-to-date GST Clearance for the year 2024-25 till October-2024.
- ix) Valid drug license in support of the items for which he/she is offering bids. He/she must be dealing with such items.
- x) Photocopy of valid up-to-date Goods Manufacturing Practice (GMP) of the Manufacturer and authorized bidder of the manufacturer (as per Annexure-II mentioned manufacturer name).
- xi) The Bidder should have experience for last 03 (three) consecutive years in supplying drugs and consumables and other items to Govt. / PSU / Corporate Hospital in Odisha through open tender and duly supported by order copy with end user certificate of successful completion of order i.e. 2021-22 to 2023-24, as per (**Annexure-III**).
- xii) Copy of valid ISO / ISI / CE / BIS / US FDA / IEC certificate in respect of each item the bidder taking part in. (**Annexure-II**) and also Bidder.
- xiii) Copy of Valid non-conviction of manufacturer, authorizer dealer of the manufacturer (**Annexure-II**) from competent authority.
- xiv) All the tender documents should be **signed properly and distinctively** by the bidders at the bottom of each page with his mercantile seal.
- xv) Annual average turnover statement in (**Annexure-X**). The bidder have to submit the Average Annual Turnover for last three financial Years i.e.2020-21, 2021-22 & 2022-23. The said turnover certificate must be obtained from a chartered Accountant along with UDIN Number.
- xvi) The bidder will must have local office in Odisha with local contact person, address & telephone no. The bidder who is outside of the state he/she will must have local office in Odisha with local contact person address, telephone no. with GST no. and drug license no. in Odisha in which the billing will be made and date of inception is mandatory (**Annexure-**

VI), along with registration certificate as per Shop & Establishment Act. Govt. of Odisha /Trade.Registration Certificate.

- xvii) The Bidder should submit registration certificate as per Shop and Establishment Act. Govt. of Odisha / Trade Registration Certificate.

**1. The documents of the bidders are required to enclose in Cover "B" (Financial Bid) as well as the terms & conditions. he/she should fulfill/ensure/abide by are as follows:**

- i) The Financial Bid in the prescribed format as per (Annexure- VII). No other document should be enclosed in the Bid in cover-B.
- ii) The rate should be typewritten/ computerized and be distinctive. They should not be overwritten under any situation.
- iii) The price quoted by the bidders should not be exceeded the MRP.
- iv) If there is any difference between figures & words, the word amount will be taken into consideration.
- v) The bidder should quote single rate of the item instead of multiple rate, otherwise the rates should not be compared.
- vi) The bidders who have not supplied the items in completely during 2023-24 tender process of this district in stipulated time period, they will not eligible for the next (i.e. financial bid) bidding process.
- vii) The documents should be submitted with proper serial as per the check list category wise, otherwise they will not eligible for the next (i.e. financial bid) bidding process.

**4. General Terms & Conditions:**

- i) The last date for submission of tender documents is dt. 10/12/24 by 5.00 P.M. Therefore, the documents should reach the office of the undersigned on or before the last date through Speed Post / Registered Post/Courier only. Any tender documents received after the due date & time shall not be entertained.
- ii) The Technical Bid documents will be opened on dt. 11/12/24 at 11.00 A.M. onwards.
- iii) Those who are qualified in the technical bid, the date of opening their Price Bids will be intimated letter on by e-mail.
- v) If the qualified/approved bidder violates the tender terms and conditions at any stage or if he/she fails to supply the required items or supply any order partially or supply in contravention to the specifications, his/her firm shall not only be disqualified outright but also be declared Blacklisted, and as such the firm shall be debarred from participating in any future tender process of this District, for a period of next 03 (Three) years from the date of issue of order to this effect. Besides, he/she will also forfeit the EMD / Security deposit that he/she would deposit for participating in the present tender process.
- v) Tenders documents should be typewritten or computerized, failing which the bidders will be considered ineligible to participate in the bidding process. No further correction/modification/alteration shall be allowed under any circumstances.

- vi) The bidders or their authorized representatives (with proper authorization in original letter head of the bidder) will present before the committee.
- vii) If the approved bidder fails to supply any order within the stipulated time, the order will be placed to the next higher responsive bidder with L1 rate.
- viii) The tender inviting authority reserves the right to place or not to place order to the bidder(s) whose tender(s) for any item will finally be approved. In other words, the qualified bidder(s) cannot demand any order of supply even if his/her tender is finally approved by the Purchase Committee/ Tender Evaluation Committee.
- ix) The rate contract L1 price will be valid for a period of one year from date of approval or the CDM & PHO, Keonjhar will extend the rate for a period of **03 months to 06 months** with recommendation of the committee in exigency of patient service or publication of the next tender which is earlier.
- x) The rate quoted and accepted will be binding on the tenderer for a period of one year from the date of publication of approved list and on no account any enhancement in the price will be entertained till the completion of this rate contract validity period. The intending authority of Keonjhar District, will not considered the hike rate of items as you quoted while the order will placed. You will must supply the full quantity of order items in stipulated time period along with your L1 rate.
- xi) If Purchaser will find any deviation at the time of receiving such as short expiry, mismatching batch no, test report, different manufacturer (which you have mentioned manufacturer name in Annexure-II, damaged of items or any, then supplier will replace those items within 15 days on his/her own cost.
- xii) If the bidder other than manufacturer he/she must be submitted the authorization (as per Annexure-II mentioned manufacturer name), of the concerned manufacturer's original letter head. **(Annexure-V)**.
- xiii) The bidders must be submitting all the end user certificate / performance certificate as per performance statement (Annexure-III) for known of supply or non-supply to Govt. Hospital. If bidder not submitted any of the end user certificates from component District Authority, he will not eligible for next bidding process.
- xiv) The bidder must submit the latest solvency certificate.
- xv) Purchase order will be sent through e-mail.
- xvi) The supplier shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination. The packaging shall be sufficient to withstand without limitation rough handling during transit and exposure to extreme temperature, salt and precipitation during transit and upon storage. Cold Chain Maintenance should be made for specific items.
- xvii) The Bidder should not discontinue the supply of goods, if their payment will be delay due to non-received of allotment and funds under the head of account, in exigency of public service.
- xviii) All the documents submitted in the tender become property of CDM & PHO, Dist-Keonjhar. No way the bidder will claimed to return the documents before / after the tender except EMD of unsuccessful bidders.

- xix) In the event of any dispute arising out of the tender, such disputes would be subject to the jurisdiction of the Civil Court, Keonjhar.
- xx) The Chief District Medical & Public Health Officer, Keonjhar reserves the right to reject/cancel the tender without assigning any reason thereof.

  
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Keonjhar

Sl. No	Name of the Items	Pack size	Rate / Pack
1	ALBUMIN	4 x 50 = 1kit	Each Pack
2	BILIRUBIN (TOTAL & DIRECT)	4 x 50= 1 Kit	Each Pack
3	BILIRUBIN (TOTAL & DIRECT)	2 x 200 = 1 Kit	Each Pack
4	TOTAL BILIRUBIN	4 x 25 = 1 Kit	Each Pack
5	DIRECT BILIRUBIN	4 x 25 = 1 Kit	Each Pack
6	CHLORIDE	2 x 25 = 1 Kit	Each Pack
7	CALCIUM - OCPC	2 x 25 = 1 Kit	Each Pack
8	CALCIUM - ARSENAZO	2 x 25= 1 Kit	Each Pack
9	HDL - CHOLESTEROL	4 x 25= 1 Kit	Each Pack
10	CREATININE	2 x 25 / 2 x 25= 1 Kit	Each Pack
11	CREATININE	3 x 50 / 3 x 50= 1 kit	Each Pack
12	PHOSPHOROUS	2 x 25= 1 Kit	Each Pack
13	MICROPROTEIN	2 x 25= 1 Kit	Each Pack
14	ALKALINE PHOSPHATASE	4 x 10= 1 Kit	Each Pack
15	ALKALINE PHOSPHATASE	5 x 20= 1 Kit	Each Pack
16	AMYLASE	4 x 10= 1 Kit	Each Pack
17	GLUCOSE	5 x 100= 1 Kit	Each Pack
18	GLUCOSE	4 x 250= 1 Kit	Each Pack
19	CHOLESTEROL	4 x 25= 1 Kit	Each Pack
20	CHOLESTEROL	4 x 50= 1 Kit	Each Pack
21	SGPT	4 x 20/ 4 x 5= 1 Kit	Each Pack
22	SGOT	4 x 20 / 4 x 5= 1 Kit	Each Pack
23	UREA	4 x 20 / 4 x 5= 1 Kit	Each Pack
24	UREA (with 2 standards)	4 x 100 / 2 x 50= 1 Kit	Each Pack

25	URIC ACID	4 x 10= 1 Kit	Each Pack
26	URIC ACID	4 x 50= 1 Kit	Each Pack
27	LDH – P	1 x 8 / 1 x 2= 1 Kit	Each Pack
28	GGT	1 x 8 / 1 x 2= 1 Kit	Each Pack
29	CK MB	2 x 8 / 2 x 2= 1 Kit	Each Pack
30	CK NAC	2 x 8 / 2 x 2= 1 Kit	Each Pack
31	TOTAL PROTEIN	4 x 50= 1 Kit	Each Pack
32	TRIGLYCERIDE	4 x 25= 1 Kit	Each Pack
33	TRIGLYCERIDE	4 x 50= 1 Kit	Each Pack
34	LIPASE	1 x 16/1 x 10= 1 Kit	Each Pack
35	HDL Direct	2 x 24 / 2 x 8= 1 Kit	Each Pack
36	HDL Direct	4 x 30 / 4 x 10= 1 Kit	Each Pack
37	LDL CHOLESTEROL - DIRECT	1 x 24 / 1 x 8= 1 Kit	Each Pack
38	LDL CHOLESTEROL - DIRECT	2 x 30 / 2 x 10= 1 Kit	Each Pack
39	CELL WASH	4 x 50= 1 Kit	Each Pack

  
**CDM & PHO**  
**Keonjhar**

## Annexure-I

### CHECK LIST FOR LABORATORY REAGENT AND CHEMICAL

#### 1. Semi Auto Analyzer

Make: \_\_\_\_\_, MODEL- \_\_\_\_\_

(please arrange the documents serially in the following order & make the page numbering of the entire bid document and mention page no. in the column "page No" against the particulars in the check list as mentioned below for ease of scrutiny)

#### COVER -A (TECHNICAL BID)

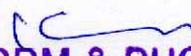
SL. No.	Documents submitted	YES	Page
1	Check List ( <b>Annexure-I</b> )		
2	Tender Paper Cost @ <b>Rs. 5,000.00</b> (five Thousand only) Demand Draft in favour of XV-FC, Keonjhar (non-refundable).		
3	EMD @ <b>Rs. 20,000.00</b> (Twenty Thousand only) Demand Draft in favour of XV-FC, Keonjhar Refundable.		
4	<b>Annexure-II</b>		
5	Copy of Non-Conviction Certificate of Manufacturer as per manufacturer name mentioned in (Annexure-II) and also Bidder.		
6	Copy of valid Drug License from competent authority of Bidder.		
7	Copy of GMP/WHO GMP certificate as per manufacturer name mentioned in ( <b>Annexure-II</b> )		
8	Copy of Valid ISO Certificate of Manufacturer as per manufacturer name mentioned in (Annexure-II) and also Bidder.		
9	Copy of valid GST registration certificate and GST clearance certificate for the year 2024-25 (Till October 2024)		
10	Copy of valid PAN Card of the Bidder.		
11	Performance Statement during last (Three) 03 years [i.e. 2021-22, 2022-23 & 2023-24] ( <b>Annexure-III</b> )		
12	Copy of five end user certificates for last Three (03) years from Govt./PSU Hospitals in Odisha (within four months prior to advertisement of the tender. [i.e. 2021-22, 2022-23, 2023-24]		
13	Copy of purchase order from Govt./ PSU Hospitals for last Three (03) years. [i.e. – 2021-22, 2022-23, 2023-24] as per ( <b>Annexure-III</b> )		
14	The declaration form in ( <b>Annexure - IV</b> ) duly signed by the tenderer before Notary Public / Executive Magistrate.		
15	Manufacturer's authorization as per all manufacturer name mentioned in (Annexure-II) in original letter head of manufacturer. ( <b>Annexure-V</b> )		

16	Details name, address, telephone no., Fax; e-mail of the manufacturer /authorized distributor / franchise / contract person. <b>(Annexure - VI)</b> .		
17	Price bid as per <b>(Annexure - VII)</b>		
18	Under Taking as per <b>(ANNEXURE-IX)</b>		
20	Annual Average Turnover Statement from Chartered Accountants Rs. <b>1 Crore (03 Years)</b> [i.e. – 2020-21, 2021-22 & 2022-2023] <b>(Annexure-X)</b>		
21	Audited financial statements of last 03 (Three) years. [i.e. – 2020-21, 2021-22 & 2022-2023]		
22	Declaration as per <b>(Annexure- XI)</b>		
23	Copy of Income Tax Return Acknowledgement for the Assessment year [i.e. [2020-21, 2021-22 & 2022-2023]		
24	Latest solvency certificate of Bidder.		
25	Declaration of Annexure – <b>XII</b>		
26	Declaration of Annexure – <b>XIII</b>		

**Place:**

**Date:**

**Signature of the Authorized Signatory & Seal of the Bidder**

  
**CDM & PHO**  
**Keonjhar**



**DECLARATION FORM**

**(Affidavit from Notary Public or Executive Magistrate, with Rs. 20.00 Non-Judicial Stamp Paper)**

I..... having our ..... office at .....do declare that we have carefully read all the terms & conditions of tender of the Chief District Medical & Public Health Officer, Keonjhar, Health & F.W. Deptt., Govt. of Odisha for the supply of Drugs and Consumables and other items. The approved rate will remain valid for a period of one year from the date of approval. We will abide with all the terms & conditions set forth in the tender paper Reference no. Chief District Medical & Public Health Officer, Keonjhar / Drugs & Consumables/ ...../2024, Dated-.....

We do hereby declare that we have not been de-recognized / black listed by any State Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for supply of Not of Standard Quality (NSQ) items / part-supply/ non-supply.

We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or Security Deposit and debarred/ blacklist us for a period of 03 (Three) years if, any information furnished by us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions.

We further declare that we possess valid drug manufacturing license (bidder incase of manufacturer) valid drug license (in case of bidder is a stockiest) (s) bearing no. (s) .....Valid up to..... We .....do hereby declare that we will supply the Drugs & Consumables for Keonjhar District as per the terms, conditions & specifications of the tender document. We further declare that we have a franchise in Odisha.

**Signature of the bidder :**

**Date:**

**Name & Address of the Firm :**

**ANNEXURE-V**

**MANUFACTURER'S AUTHORISATION FORMAT**

To,

Date :

The Chief District Medical & Public Health Officer, Keonjhar  
Deptt. of Health & Family Welfare  
Govt. of Odisha.

Ref : Tender No. : Chief District Medical & Public Health Officer, Keonjhar / Drugs & Consumables/..... /2024 Dated\_\_\_\_\_for supply of Drugs & Consumables.

Dear Sir,

We, \_\_\_\_\_, who are established and reputed manufacturer's of \_\_\_\_\_ having factories at \_\_\_\_\_. Do hereby authorize \_\_\_\_\_ to submit the bid and sign the contract with you against the above referred tender and also true raise bills, collect payment on our behalf.

We also extend our full guarantee for the items quoted by \_\_\_\_\_ as per the terms and conditions in your tender under reference above.

Yours faithfully,

**Authorized Signatory**

  
CDM & PHO  
Keonjhar

**ANNEXURE-VI**

**DETAILS OF THE TENDERER'S & LOCAL CONTACT PERSON**

Description	Corporate Office	Local Branch Office / Zonal Office, in Odisha.
Name & Full Address		
Telephone Nos. Landline		
Mobile		
Fax		
E – Mail		
Date of Inception		
Valid drug manufacturing License (in case of manufacturer / valid drug license in case of stockiest Nos. & Date		
Name of the contact person and designation with mobile no.		
GST Regd. No.		

**Signature of the Bidder With seal**

**Place:**

**Date :**

  
**CDM & PHO  
Keonjhar**

**ANNEXURE-VII**

Sl. No.	Name of the Item	Specification/Unit	Name of the Manufacturer	Unit Rate (Including all Taxes & Transportation cost)
1				
2				
3				
4				
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**DECLARATION**

**COVER-A TECHNICAL BID**

(To be filled by the Bidder )

I / We \_\_\_\_\_ do hereby declare that I / We have quoted the rate for each of the individual item I/we are submitting quotation for, the rate of the item is inclusive of excise duty, insurance, packing, forwarding, freight & door delivery (Up to peripheral health institution of Keonjhar District, Keonjhar) and exclusive GST (if any).

Signature of the Bidder with seal

  
CDM & PHO  
Keonjhar

**ANNUAL AVERAGE TURNOVER STATEMENT**

**(To be furnished in the letter head of the Chartered Accountant in Original)**

The Annual Average Turnover of M/s \_\_\_\_\_ for the last 03 (Three) financial years are given below and certified that the statement is true and correct.

Sl. No	Financial Year	Turnover (Rs.)
1	2020-2021	
2	2021-2022	
3	2022-2023	

Date:  
Place:

Signature of Chartered Accountant  
(Name in Capital)

UDIN Number:

Seal

**Note:**

- 1) To be issued in the letter head of the Chartered Accountant with membership No.
- 2) Also attach photocopies of the audited P/L account of each year highlighting the turnover in support of that.

**Declaration / Undertaking**

**(Affidavit from Notary Public or Executive Magistrate, with Rs. 20.00 Non-Judicial Stamp Paper)**

I / We ..... do hereby declare/ undertake that, I / We supply the goods as per our L1 Price for a period of 01 (one) year from date of approval with in-house Analytical Test Report of the product. I / We agreed that the tender inviting authority will debarred/ blacklisted me / us for a period of 03 (three) years for tender participating in Keonjhar District, Keonjhar due to non-supply of full quantity as per order by intending authority of Keonjhar District, Keonjhar within the stipulated time period.

**Place:**

**Signature of the Bidder with Seal.**

**Date:**

  
**CDM & PHU  
Keonjhar**

Declaration / Undertaking

I agree to replace the items if found defective/ Not of Standard Quality (shape size and colours) /Misbranded at my own cost within **15 days** of identification and will take the whole responsibility if drugs found adulterated, spurious or hazardous (In case of Drugs, Chemicals and Surgical Consumables).

Place:

Date:

**Signature of the Bidder with Seal.**

  
CDM & PHO  
Keonjhar