

DIRECTOR, CAPITAL HOSPITAL, BHUBANESWAR

TENDER CALL NOTICE FOR SUPPLY OF BEDDING, CLOTHING & LINEN ITEMS (BCL) TO CAPITAL HOSPITAL, BHUBANESWAR

Name of the Health Institution : CAPITAL HOSPITAL -BHUBANESWAR
(HEALTH & F.W. DEPTT., GOVT. OF ODISHA)
Tel: 0674-2391983 /0674-2533313:
Fax: 06742-391983
Email: director.chb@gmail.com

Bid Reference No. – **CHB/BCL/2018-19/006**

**DATE OF PUBLICATION OF BID
DOCUMENT IN WEBSITE** : Dt. 04.01.2019 from 11AM

PRE BID CONFERENCE : Dt. 11.01.2019 at 4 PM

**LAST DATE & TIME OF RECEIPT OF BID
DOCUMENTS** : Dt. **25.01.2019 upto 11.30 AM**

DATE & TIME OF OPENING OF TENDER : Dt. **25.01.2019 at 12.30 PM**

**PLACE OF OPENING OF BID DOCUMENTS
RECEIPT OF BID DOCUMENTS
AND
ADDRESS FOR COMMUNICATION** :**Seminar Hall
Capital Hospital Bhubaneswar.**
:O/o the Director Capital Hospital,
Bhubaneswar.

TERMS AND CONDITIONS:-

- 1.1 Sealed tenders will be received by Dated **25.01.2019 upto 11.30 AM** by the Director, Capital Hospital, Bhubaneswar through Courier/Speed Post/ Regd. Post only (not by hand) for the purchase of Bedding, Clothing & Linen (BCL) items. Any tender received after the due date & time will be rejected / returned to the sender unopened.
- 1.2 The bidder(s) are to submit their tender in sealed covered envelopes for technical bid and commercial bid which should be super scribed as “Tender for BCL Items” for CAPITAL HOSPITAL, Bhubaneswar.
- 1.3 The Sealed quotations submitted by the tenderers will be opened at the Seminar Hall of the **Director, CAPITAL HOSPITAL, BBSR** on date **25.01.2019** at **12:30AM**. The tenderer or their only duly authorized representative is allowed to be present during the opening of the tenders if they so like.
- 1.4 No tender documents can be accepted after the expiry of scheduled date and time for receipt of bids.
- 1.5 The details of items and specification are mentioned at Annexure – I.
- 1.6 Rate should be quoted in Indian Currency (with paisa in two decimals only), both in words and figures against each item as the payments will be made in Indian currencies only (**Annexure-II**). The tenderer shall not quote the rate for any item other than the item specified in the list.
- 1.7 The Tax will be charged as per the guidelines given by the Finance Dept., Govt. of Odisha from time to time. **Only GST** will be paid to the supplier.
- 1.9 Each page of the bid document shall be duly numbered, signed and self attested by the bidder.

A. Tender Processing Fee and EMD:

The tenderer should furnish the EMD (Refundable) **of Rs.20,000/-** and Rs.2,240/- towards processing fee (non-refundable) in shape of Bank Draft in favor of **“Rogi Kalyan Samiti, Capital Hospital, Bhubaneswar”** payable at SBI Forest Park Branch, Bhubaneswar. However the EMD of the non-responsive bidders will be returned after completion/finalization of the tender process and approved bidders after submission of performance security.

B. ELIGIBILITY CRITERIA

Manufacturer / Stockiest / Wholesalers / distributors (**of Odisha**) / Khadi Board of any State / Central Govt. are eligible to participate in the tender provided, they have:

- (i) Valid manufacturing license / DIC / NSIC / MSME certificate (manufacturer) / valid license from competent authority to transact business
- (ii) Proof of supply to any Govt. hospital / PSU hospital / Corporate Sector Hospital
- (iii) Valid up-to-date GST & I.T clearance certificate.
- (iv) Annual Turnover of Rs.20 lakh or more in each year in last three preceding years
- (v) Shall have PAN Card, GST registration.

C. Documents should be submitted with the Technical Bid (COVER-A):-

1. Tender processing fee of Rs.2,240/-
2. Earnest Money Deposit (EMD) of Rs.20,000/-
3. **Copy of GST & I.T clearance certificate upto 31.03.2017/ 31.03.2018 or latest**
4. **Copy of** Valid license from competent authority
5. List of item quoted (**Annexure – I(A)**)
6. Price Bid in hard copy **signed & sealed** in each page properly along with the soft copy of the quoted price.
7. Details name, address, telephone no., Fax, e-mail of the bidder.
8. Declaration as per format Annexure-III.
9. Annual Turnover as per format Annexure – IV
10. Bidders has to submit samples of their quoted items within 3 days of opening of bid document failing which their bid for which sample(s) has/have not been submitted will be rejected.

D. PRICE BID

1. The tender format with the quoted rate for BCL Items should be submitted in a separate sealed cover hereafter called **Cover “B” (Price Bid)**.
2. The tender format (Price Schedule) in the prescribed form (as per **Annexure – II**), both hard copy and soft copy must be submitted in the bid. The price of the item should be quoted inclusive of insurance, packing, forwarding, freight (door delivery) but exclusive of **GST if any**. The rate should be quoted for each item both in figures and words. *Only two decimal points (paise) will be taken into consideration ignoring the rest digits.* **In case of difference in words and figures, words will be taken into consideration for evaluation.**
3. The quoted rates should be final and shall not be subject to any escalation during the validity of the tender (i.e. one year from the date of approval).

4. The tenderer should submit/furnish a certificate in the tender to the effect that the price quoted by them is not more than the open market price or also under GeM Rate Contract where such rate exists. However, in circumstances when the price decreases during the contract period, the approved supplier ethically, should intimate the same to the purchasing authority.

E. Rejection of the tender:

The tender paper will be rejected, if any of the following documents are wanting /not found with the tender bid:

- (i) Non submission of relevant documents as mentioned in Clause-C.
- (ii) Price bid / quoted rate with signature and seal.

F. Evaluation:

1. Tenders will be evaluated as per the requirement of the bid and the price bid will be opened only for the bidders who qualified in the **document (technical bid) as well as sample evaluation.**
2. The cost of the unit item **excluding** Taxes / GST will be evaluated.
3. If the approved lowest eligible supplier fails to supply items in time, to meet the requirement the same shall be procured from the L2/ L3 suppliers or any willing supplier (who is capable to supply instantly) participated in the tender for that item at L1 rate, if he/they agree to supply at L1 approved rate.

G. Performance Security:

1. The approved supplier(s) shall have to submit one time performance security amounting to Rs.30,000/- in shape of Bank Guarantee.

Only after submission of performance security by the approved lowest eligible bidder(s), purchase order(s) shall be issued in favour of the approved supplier(s) and EMD will be returned.

H. Supply & Delivery:

1. Supply shall be made within 20-30 days from the date of issue of purchase order.
2. Delivery shall be made at Sub-Store, Capital Hospital, Bhubaneswar.
3. In case of non-supply or unwilling to supply due to any circumstance (in case of L1 approved bidder(s)), the EMD / Performance Security of the bidder will be forfeited and the bidder will be debarred to participate in any tender invited by the tender inviting authority for 3 years from the date of debarment. No further purchase order will be issued to the debarred firm.

I. Payment:

1. 100 % payment shall be made after submission of stock entry certificate(s) from the concerned authority and as per the availability of funds. Under no circumstances the supply should be interrupted as regards to payment.

J. Penalties:

1. If any product after use found to be “**Not of Satisfactory Quality**”/Not as per the parameter/ not as per sample” such item will be declared as “Not of Satisfactory Quality” on the basis of the report of the concerned user. The said product shall be freezed. The supplier has to replace fresh stock as per the purchased quantity and take back the freezed stock. In case the supplier fails to replace the stocks, penalty.

K. General Conditions:

1. The tender documents should be clearly written / typed without any correction, interpolations and overwriting. Each page of the tender should numbered and bear the dated signature of the tenderer.
2. Local industries registered under DIC/NSIC will get preference as per IPR and MSME policy and are exempted from submission of EMD. Preference will be given as per IPR and /or MSME Policy.
3. All copies of the tender document should be self-attested. If any information or documents furnished by the tenderer found to be misleading/incorrect at any stage, their tender will not be accepted.
4. The approved rate and supplier will be valid for **one year** from the date of approval and may be extended on review on mutual agreement with the same terms and conditions subject to satisfactory performance of the approved supplier.
5. In the event of the last date of submission of bid being declared as a holiday for the purchaser’s office, the due date submission of bids and opening of bids will be the following working date & time.
6. The quantum of procurement will made on requirement basis.
7. The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.
8. All legal disputes, if any relating to purchase etc. are subject to jurisdiction in the courts of law situated at Bhubaneswar, Odisha or High Court of Odisha.

Director, Capital Hospital, Bhubaneswar

ANNEXURE-I**LIST OF ITEMS AND TECHNICAL SPECIFICATION**

Item Sl. No.	Name of the Item	Specification / Unit	Remarks
BC1	Bed sheet (White)	Fabric as per ISI specification with logogram (next page)	Each
BC2	Bed sheet (Coloured) (light pink, light blue / sky blue)	Length =240cm – 250cm, Width =150cm (after wash)	Each
BC3	Pillow with cover	Length – min. 55cm, width – min.30cm	Please mention price separately for pillow and cover
BC4	Pillow Cover (Rexine)	To cover pillow at Sl. No. 3	Each
BC5	Mattress Adult	Adult, ISI Marked with Rexine cover and zip lock system	Rates should be quoted separately for mattress and rexine cover
BC6	Blanket (Single colour)	Cotton / Acrylic / Polyester; 100% soft, Size=160 CM X 220 CM; (±5cm), All side stitched	Each
BC7	Plastic Apron (XXL)	XXL	Each
BC8	Dead Body wrapper / cover	Disposable, water proof, chemical resistant. (L=7', W=4')	Each
BC9	Dead Body cover	White, 100% cotton,	meter
BC10	Turkish Towel Small	100% Pure Cotton, white, Length – 60cm, width - 40cm	Each
BC11	Turkish Towel Long	100% Pure Cotton, single color, size of 76X147 Cm	Each
BC12	Mosquito Net	Single Bed, Reinforcement at bottom : 20 –25cm, Length-180cm, Breadth-100cm, Height-150cm (variation (L,B & H) + 5cm)	Each
BC13	Face mask cotton	Green color, 100% cotton / Micro-cotton, washable, autoclavable	Each
BC14	Tetra for surgical procedure	100% cotton gauze, absorbable and Autoclavable. Size 15'x15' with facility to hang for drying	Each

N.B: In case there is any typographical error in specification, the bidders are requested to correct the specification and quote accordingly.

PRINTING OF LOGO IN BED SHEET

	CAPITAL HOSPITAL BHUBANESWAR: CAPITAL HOSPITAL BHUBANESWAR	
--	---	--

N.B: The Size of font (character) should be minimum of 1 inch on length side.

ANNEXURE – I (A)

LIST OF ITEMS QUOTED
(To be attached with technical bid)

SI No	Item code as per tender	Name of the Item	Specification	Name of the manufacturer	Remarks
1.					
2.					
3.					
4.					

PRICE SCHEDULE

ANNEXURE-II

Sl. No.	Item code as per tender	Name of the item	Make / model / Specification / unit	Name of the manufacturer	EACH RATE (one Number)	GST%	Total cost including tax

N.B: Please provide both softcopy and hardcopy in the price bid.

DECLARATION FORM

I / We _____ having
My / our _____ office at
_____ do declare that I / We have carefully
read all the terms & conditions of tender of the _____, Orissa for the
supply of _____. I will abide with all the terms & conditions set forth in the
tender paper Reference no. _____

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

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or
Security Deposit and blacklist me/us for a period of 3 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.

I / We further declare that I / We possess valid manufacturing license / authorised distributor
bearing No. _____ Valid upto _____ I / We
_____ do hereby declare that I / we will supply the _____
as per the terms, conditions & specifications of the tender document. I / we further declare that my / our
EMD will be forfeited if I / we fail to supply any item after getting order from the purchaser.

Signature of the bidder :

Date :

Name & Address of the Firm: Affidavit before
Executive Magistrate / Notary Public.

ANNEXURE – IV

ANNUAL TURN OVER STATEMENT

The Annual Turnover of M/s_____ who is a manufacturer / wholesaler / distributor for the last three years are given below and certified that the statement is true and correct.

<i>Sl.No.</i>	<i>Year</i>	<i>Turnover in Lakhs / Crores (Rs)</i>
1.	2014 - 2015	-
2.	2015 – 2016	-
3.	2016 – 2017	-
	or	
4.	2017 – 2018	-

Date:

Place:

(Name in Capital)

Signature of Auditor/
Chartered Accountant

Registration No.

Seal

NB:

1. This certificate shall be supported by figures in PL Account & Income Tax Return of respective financial years.