

**TENDER PAPER FOR SUPPLY OF DISPOSABLE ITEMS
FOR THE YEAR 2019-20**

Cost of Tender Paper- 500/- (Five Hundred only)

Last date of Receive of tender paper- 21/09/2019 up to 4pm

Date of Opening of tender (Technical bid) - 23/09/2019 at 3.30pm

Date of Opening of Cover-B (Price bid): 26/09/2019 at 3.30pm

Mode of submission: By Regd. / Speed post

Place of Opening of tender paper- Office of the Superintendent,
SVPPGIP, Ctc-2


Address for Communication- Superintendent,
SVPPGIP, Ctc-2

Telephone No. 0671-2508978

Fax No. 0671-2508978

Email ID- svppgip_cuttack@rediffmail.com

Superintendent
SVPPGIP, Cuttack-2


Superintendent
S.V.P.P.G.I.P., Cuttack

SALE OF TENDER / BID DOCUMENT

A complete set of bidding documents may be downloaded by the Bidders directly from the WEBSITE available at www.svppgip.org. The Tender Paper cost fee of Rs.500/- (Non-refundable) by way of Demand Draft drawn in favor Superintendent, SVPPGIP, CTC payable at Cuttack for the bidder downloaded the tender documents. The Bidders should specifically super scribe, "TENDER FOR DISPOSABLE ITEMS" on the outer envelope containing Technical Bid and Price Bid separately. The Tender Paper cost fee and the EMD amount should be submitted separately in separate demand drafts. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website or the office notice board before last date of purchase of tender document and the Superintendent, SVPPGIP, Cuttack shall have no responsibility for any delay / omission on part of the bidder. The tender paper should send by Regd. post/Speed post only to office of the Superintendent, SVPPGIP, Cuttack.

a) Price of bid document Rs.500.00 (Non-refundable)

The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.


Superintendent
S.V.P.P.G.I.P., Cuttack

BRIEF INSTRUCTION TO THE BIDDERS

TERMS AND CONDITIONS

- 1.0 The bidder should have minimum of three years experience of supply the hospital disposable and consumable items to Govt./Pvt. Medical college or to any hospital of 400beds or more to participate in the tender.
- 1.1 Sealed tenders will be received on or before Dated.21/9/2019 up to 4.00 P.M. in the O/o Superintendent, SVPPGIP, Cuttack for Supply of Medical Disposable and Consumable items. Any tender received after the due date & time will be rejected / returned to the sender unopened.
- 1.2 The firm shall mention the "TENDER FOR DISPOSABLE & CONSUMABLE ITEMS" on the outer envelope.
- 1.4 The bidder(s) are to submit their tender in separate sealed covered envelopes for technical bid and commercial bid by super scribing Cover "A" (Technical Bid) & Cover "B" (Price Bid) and both the covers should be put into a third Cover, which should be super scribed as "Tender for the Supply of Medical Disposable and Consumable items .
- 1.5 The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened at the O/o Superintendent, SVPPGIP, Cuttack on date 23/9/2019 at 3.30pm. The one member from tenderer or their duly authorized representative will be allowed to be present during the opening of the tender if they so like.
- 1.6 No tender documents can be accepted after the expiry of scheduled date and time for receipt of bids.
- 1.7 The firm must mention the items to which quoted and brand name.
- 1.8 The items quoted should be CE certified product and copy in support either by certificate or catalog in where it is mentioned should be submitted along with tender paper.
- 1.9 The firm if got more than one items approved and fails to supply a single items then the total approval will be cancelled and EMD will be forfeited. And steps will be taken as per law for black listing.

ELIGIBILITY CRITERIA TO PARTICIPATE IN TENDER

- 2.0 Bidders are eligible to participate in the tender.
- 2.1 The bidder should have experience of supply the hospital disposable and consumable items to Govt./Pvt Medical college or to any hospital of 400beds or more to participate in the tender.
- 2.2 The firm should be GST registered in any state or Union territory.
- 2.3 The firm should have Drug license to sale medicine and disposable items in retail or wholesale.
- 2.4 Pan card should be in the name of proprietor or firm.
- 2.5 The firm must have business turnover of not less than 50 lakhs during last consecutive three years and should be audited by chartered accountant .
- 2.6 The firm should not black listed either by the Tender inviting authority or by any state Govt. or Central Govt. organization.

The following documents should be enclosed in Cover "A" (Technical Bid) by the tenderer.

COVER—A (TECHNICAL BID) :

- 3.0 Earnest Money Deposit of Rs 5,000(Five thousand) in shape of Demand Draft.
- 3.1 Copy of Valid Drug license or if applied for renewal then the receipt challan copy of deposit with seal of the concern authority deposited before expiry to be submitted .
- 3.2 GST-Registration Certificate.
- 3.3 Photo copy of Pan Card of firm/proprietor.


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- 3.4 GST return copy of last year .
- 3.5 Tender paper cost of Rs.500/-(five hundred) in the shape of DD.
- 3.6 Copy of three years supply experience to any govt./Pvt. Medical college or to any hospital of 400 beds or more. Order copy and satisfactory supply certificate must be submitted in support of experience.
- 3.7 The firm should submit the CE certificate of the product and catalog of the product quoted along with tender paper.
- 3.8 Copy of C.A audited last 3 years turn over not less than 50 Lakh.
- 3.9 Declaration through affidavit regarding non black listed by any state Govt. or Central Govt. organization.
- 3.10 Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / contact person.
- 3.11 Description sheet of list items quoted and page no of the documents submitted must be attach. Bid (Cover – A) and product is as per tender specification.

Non submission of above documents in technical bid will summerarily the tender will be rejected.

COVER – B (PRICE BID)

- 4.0 The tender format giving the quoted rate for the items should be sent in a separate sealed Cover hereafter called Cover “B” (Price Bid).
- 4.1 The Cover –B (Price Bid) will be opened only of the tenderers who qualify in Technical Bid.
- 4.2 The tender must be submitted the price of the items inclusive of packing, forwarding, freight (door delivery), but exclusive of GST in Cover-B and brand name.
- 4.3 The rate should be quoted for each item both in figures and words. In case of difference in words and figures, words will be taken into consideration for evaluation.

Earnest Money Deposit:

- 5.0 The tender should be accompanied with Earnest Money Deposit (EMD) amounting Rs.5000/- (Five thousand) in shape of Demand Draft from any Nationalized/ Scheduled Bank in favor of Superintendent, SVPPGIP, Cuttack falling which tender will be rejected.
- 5.1 The EMD of the unsuccessful bidders will be return back after finalization of tender & in case of successful tenderer, the EMD will be returned after complete supply within the stipulated period. EMD of successful tenderer will be forfeited, if he/they does/do not accept the purchase order or does not carry out the work after accepting the purchase order.
- 5.2 The selected firm has to complete the supplies within maximum 30 days of issue of purchase order. If the firm fails to supply in time or supplies are not up to standard, his EMD shall be forfeited and the firm will be blacklisted.

Payment:

- 6.0 Payment will be made after complete supply of the order items.

General Conditions:

- 7.0 In the event of the date 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.
- 7.1 The authority reserves the right to accept /reject all the bids or any part thereof without assigning any reason thereof.
- 7.2 No conditional tender will be accepted.


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7.3 The qualified bidder, who according to terms and conditions fails to supply even single item within the stipulated time period and as per specification, the approval of the order items along with tender approval of the other items will be cancelled and EMD will be forfeited.

7.4 Any legal matter will be finalized in Cuttack Jurisdiction.

7.5 The authority is not bound to accept the lowest rate on technical reason i.e. performance quality.

7.6 If the firm submitted any information or documents found to be false or misleading at any stage the tender will be rejected.

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