



Government of West Bengal

Office of the Principal

Malda Medical College & Hospital

P.O. & District: Malda-732101

Phone-03512-221087/221085, Fax-03512-221186

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E-TENDER NOTICE FOR PURCHASE AND INSTALLATION OF ETO Sterilizer IN MALDA MEDICAL COLLEGE & HOSPITAL, MALDA.

(Through Pre-qualification)

(Submission of Bid through NIC e- tender portal)

e-NIT No.-Purchase/MLD-MC/03/2015-16 (2nd Call)

Memo No. - P/MLD-MC/1840

Dated: Malda, 29.01.2016

Principal, Malda Medical College & Hospital, Malda– 732101 is going for tender on behalf of the Health & Family Welfare Department, Government of West Bengal for obtaining the rate of **ETO STERILIZER** as per annexed list from bonafide manufacturer/ authorised distributors. The participants are to deposit earnest money by Demand Draft of Rs. 15000 (Rupees Fifteen Thousand only) from any Nationalised Bank, in favour of Principal, Malda Medical College, Malda payable at Malda. Scanned copy of the D/D must be uploaded along with other documents in the technical bid portion.

Name of Items	Earnest Money	Application Money
As enlisted	Rs 15,000/- per tenderer	Nil

List of instrument:

Serial No.	Name of Instruments	Capacity	Quantity
1	ETO Sterilizer.		1 (One)

1. General Instructions:

In the event of e-filing, intending bidder may download the tender documents free of cost from the website - <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. The tender document may also be seen in the Health & Family Welfare Department's website www.wbhealth.gov.in. & www.maldamedicalcollege.com

1. Submission of bids:

Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed, in the website <http://wbtenders.gov.in> All submissions must be in English.

2. Time Schedules for e-tender- As detailed in clause No. 21

3. **Eligibility for Quoting:**

Only Manufacturers or Distributors duly authorized by Manufacturers are eligible for quoting. The price is to be quoted in INR only, including cost of insurance, custom duty, entry tax, packaging, forwarding, freight charges, clearing charges and installation of the new instrument with accessories.

4. **Submission of Tender:**

The tender is to be submitted in two bid: System.

[A] Technical Bid:

(a). Statutory Cover containing the following documents:

i. COVER "A":

"BID A": PART I

One folder of multiple files of scanned pages containing the following documents -

A	Documents of submission of EMD.
B	CHECK LIST in the prescribed format
C	Application in the prescribed format given in Annexure I
D	Authorization letter of signatory from Manufacturer/Distributor in Annexure II
E	Copy of agreement between the manufacturer and the Distributor in Annexure III
F	Income Tax Returns submitted for the F.Y. 2011-12 2012-13 & 2013-14
G	VAT/CST Returns (of the last quarter) for the years 2011-12 2012-13 & 2013-14

BID "A": PART II

Technical specifications of Items (in PDF)

NON-STATUTORY/ MY SPACE Containing the following documents:

S. No.	Category	Sub Category	Sub Category Description
A	Certificates	A1. Certificates	PAN Card of the authorized signatory
			Professional Tax Registration certificate
			VAT/ CST Registration certificate
B.	Manufacturer/Distributor's details	B1. DETAILS	Certificate of country of origin in case of company
			Trade License
C.	CREDENTIAL	C1: CREDENTIAL	Manufacturing License for manufacturer
			Registration with registrar of Company
		C2 : CREDENTIAL	Manufacturer's guarantee
			List of purchaser with repeat order
D.	FINANCIAL INFO	D1. P/L & BALANCE SHEET	1. P/L & Balance sheet 2011-12
			2. P/L & Balance sheet 2012-13
			3. P/L & Balance sheet 2013-14

2. COVER "B":

[B] FINANCIAL BID "B":

(i) BOQ in INR (in excel sheet)

The folder as "Financial Bid" shall contain base price in INR only and the portion of the allied works and services which are to be undertaken in India (like installation, commissioning of equipment or PC etc.) are to be quoted in Indian currency including cost of insurance, packing, forwarding, freight charges, clearing charges, custom duty and installation of the new instrument to be purchased. The charges for CMC for 3 years after the warranty period should be mentioned in BOQ separately.

The tenderers are required to submit the hard copies of Bid A as per schedule more clearly described in the time line vide clause 23. Submission of hard copy of Bid A to the office of the Principal, Malda Medical College & Hospital, Malda is for reference only while examining the technical bid on line and will not be treated as substitute for on line submission. **Submission of hard copy of Bid B is totally prohibited.**

5. **Evaluation of Tender:**

During the tender evaluation process, the "Bid A" will be opened first. Those tenderers who have qualified the essential & other requirements will be identified and only their "Bid B" i.e. financial bid will be opened. The "Bid B" (Financial Bids) of only these tenderers passing the essential and other requirement test will be opened then, subject to verification of hard copies of the audited balance sheet and Profit & Loss Accounts of the Tenderer for the last three years i.e for the year 2011-12, 2012-13 & 2013-14.

If found suitable on the basis of above pre-qualification, the tenderer quoting the lowest rate, will be considered as successful.

6. **Earnest Money:**

The earnest money of the tenderer is liable to be forfeited if the tenderer withdraws his tender as a whole or for any particular item or items at any stage after the opening of the tender, or fails / refuses to enter into written agreement for any or all of the items of his accepted tender within the time specified when requested to do so or fails to furnish Performance Bank Guarantee within the stipulated time.

7. **Rate:**

The price is to be quoted in INR only including cost of insurance, custom duty, entry tax, packing, forwarding, freight charges, clearing charges and installation of the new instrument. The equipment is to be transported in such packaging so as to avoid damage of primary package of manufacturer.

The basic rate should be furnished inclusive of Customs Duty, Transportation Cost, Insurance, Freight, Testing charges, Incidental Charges etc. but excluding VAT/CST, Excise Duty and Cess etc. which shall be quoted separately in the template for Bill of Quantities (BOQ).

Percentage of Excise Duty, CESS and percentage of VAT is to be mentioned in the appropriate Column of the template for Bill of Quantities. STDS & TDS will be deducted at the time of payment as per Govt. rules.

8. **Order & Supply:**

Orders for the supply of the approved products will be placed with the successful tenderers after execution of agreements and such supply shall have to be made in such instalments as may be fixed or spread over the period to be specified in the supply orders to be made in

pursuance of the agreements. The successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier.

9. Withdrawal /Cancellation & Purchase Policy of Tendering Authority:

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any tenderer, shall be treated as cancelled.

The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the tenderer will not be allowed.

Purchase will, however be made following the existing purchase policy of the Govt of West Bengal and its amendment(s) made from time to time. The purchase policy of the State Government as provided in the West Bengal Financial Rules, the policy of price preference in particular incorporated under Notification No. 10500-F dated 19.11.04 and subsequent relevant orders should be observed in considering the tenders.

10. Important Instruction with regard to submission of tender:

The rate should be quoted in Indian Rupees for a particular brand or model / model no. of the offered item only as mentioned in the appropriate column of the 'Tender Form'. (Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model, model no. etc. The detail information regarding the manufacturer and the item quoted in the 'Tender Form' should be furnished.

11. Spare Parts:

The Bidder will undertake that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipment and the complete system for at least four years on a continuing basis. However, this does not relieve the supplier of any warranty obligations under the contract.

12. Guarantee / Warranty Period:

The tenderers must quote for 1 year comprehensive onsite warranty of entire system (including all spares & labour) from the date of completion of the satisfactory installation.

13. After Sales Services and Maintenance Contract:

13.1 After sales service must be provided by the supplier, during and after guarantee period of the equipment. **Details along with the comprehensive maintenance charges for 3 years after warranty should be quoted separately in the BOQ.**

13.2 All faults appearing and their rectification shall be periodically advised to the laboratory, the period being not more than a month.

13.3 Any lacuna or lacunae noticed in the functioning of the installation as a result of any design feature shall be rectified by the supplier free of cost.

14. Delivery, Installation and Commissioning

Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser.

The installation, testing and commissioning of the proposed system shall be completed in accordance with the order. All items are to be delivered within one month from the date of placement of order. In case of distributor, the firm should be direct distributor of manufacturing unit.

Penalty Clauses:

PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRAUDULENT/ MISLEADING DOCUMENTS: If during the tender process or at any stage during the validity of the tender period, it is found that a tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money, forfeiture of Performance Bank Guarantee if enlisted as a supplier.

15. Appeal:

Appeal against the decision of the Principal, Malda Medical College & Hospital, Malda and then to impose such a penalty will lie with Tender Selection Committee. Review against the decision of the T.S.C. will lie with Health & F.W. Deptt of the Govt. of W.B.

The Special Secretary/Secretary/Principal Secretary will be the appellate authority within the Department of Health & Family Welfare, Government of West Bengal. Before imposing any penalty as per clauses 20, 21 and 22 the concerned supplier may appeal to the authority citing the proper reasons for non- imposing the penalty as stated.

16. Agreement:

On a tender being accepted, intimation of acceptance will be forwarded to the tenderer by Principal, Malda Medical College & Hospital, Malda. After communication of the same, the tenderer and the selected distributor (in the event of distributor to receive order and payment in his name) will have to execute agreement in the prescribed form with the Principal, Malda Medical College & Hospital, Malda. In case any direct purchasing unit wishes to go for a separate agreement the head of the purchasing unit must get written permission to that effect from his controlling authority. This present document and the tender forms filled in by the tenderer or copies thereof in so far as they are not inconsistent with these terms & conditions will be incorporated as part of the agreement. Such agreement will be binding on the tenderer and distributor.

17. Validity Period of Agreement:

The contract period will be for a period 180 days from the date of finalization of tender.

18. Performance Bank Guarantee:

The performance bank guarantee will be mandatory for all suppliers and will not be waived in any case. The successful tenderers shall be required to furnish the 'Performance Bank Guarantee' @ 10% of quoted base rate per item for which the tenderer has been selected as supplier.

19. Inspection:

Before submitting the tender, the intending tenderers should thoroughly get acquainted themselves with the proposed supply and installation by local inspection of site and make into consideration the site condition and other criterion for effecting smooth supply. No claim whatsoever will be entertained afterwards.

20. Payment Terms:

Payment will be made by e payment system through ECS/RECS/RTGS after execution of due supply as ordered subject to:

Submission of Performance Bank Guarantee in terms of Clause 20 and subject to penalty clause in terms of Clauses 16.

Supply of the materials as per specification as provided in the tender documents and the catalogue. Supply of the materials must be made within the stipulated period as specified in the work orders.

The status of orders, Goods received note and payments will be available on-line for the vendors in the vendors' portal of the Departmental website www.wbhealth.gov.in.

On being selected, the successful vendors will have to submit one application to the Principal, Malda Medical College & Hospital, Malda and concerned procuring authorities stating the name of the payee/recipient, Bank account no with MICR code, IFSC of the payee/recipient for making e payment. Payment will only be released after satisfactory installation and verification of following items.

1. Supplier's invoice in original
2. Packing List
3. Certificate of Country of origin
4. Manufacturer's guarantee and inspection certificate

21. Dates & Information:

S. No.	Items	Publishing date(s)
1.	Date of uploading of N.I.T. Documents (online) from this end.	30.01.2016, 11 A.M.
2.	Documents download/start date (Online)	30.01.2016, 11 A.M.
3.	Date of Pre Bid Meeting and workshop with the intending bidders at the office of the Principal, Malda Medical College & Hospital, Malda.	03.02.2016, 2 P.M.
4.	Date of hoisting of documents at Departmental Website (www.wbhealth.gov.in)	30.01.2016
5.	Bid Submission starting (On line)	03.02.2016, preferably after Pre Bid meeting.
6.	Bid Submission closing (On line)	15.02.2016, 11 A.M
7.	Bid opening (Bid A)	15.02.2016, 03.00 P.M onwards.
8.	Date of uploading list for Technically Qualified Bidder (online)(Bid A)	N/A
9.	Date for opening of Financial Proposal (Bid B) (Online)	N/A
10.	Date of uploading of list of bidders along with the approved rate	N/A

Principal, Malda Medical College & Hospital, Malda **RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE IN CASE OF ANY EXIGENCIES AFTER PUTTING UP A NOTICE IN THE DEPARTMENTAL WEBSITE AND website of Malda Medical College & Hospital.**

22. Validity of Tender:

The tender will remain valid up to the period of 180 days from the date of acceptance of the tender. No objections in this respect will be entertained raised by any Bidder who will remain present during opening of bid, or from any Bidder who will remain absent at the time of opening of Financial Bid. No informal tenderer will be entertained in the Bid further.

During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not be allowed

to participate in the tender and that application will be out rightly rejected without any prejudice.

The Tender Selection Committee under the Malda MCH reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

Principal
Malda Medical College & Hospital, Malda

Memo No. - P/MLD-MC/1840

Dated: Malda, 29.01.2016

Copy forwarded for information to:-

1. The Principal Secretary to the Govt. of West Bengal, Health & Family Welfare Department, Swasthya Bhavan, Salt Lake, Kolkata – 700091
2. The Director of Medical Education & Ex-Officio Secretary, Health & Family Welfare Department, Swasthya Bhavan, Salt Lake, Kolkata – 700091
3. The Director of Health Services & Ex-Officio Secretary, Health & Family Welfare Department, Swasthya Bhavan, Salt Lake, Kolkata – 700091
4. The Special Secretary(TDE) Secretary, Health & Family Welfare Department, Swasthya Bhavan, Salt Lake, Kolkata – 700091 with a request to publish the NIT on WB health department website.

Principal
Malda Medical College & Hospital, Malda

Memo No. - P/MLD-MC/1840

Dated: Malda, 29.01.2016

Copy forwarded for information to:-

1. Principal Accountant General (A & E), West Bengal, Treasury Building, Kolkata - 1;
2. Principal Accountant General (Audit), West Bengal, Treasury Building, Kolkata – 1.

Principal,
Malda Medical College, Malda

FORM-A FOR CHECK LIST (Must be properly filled and submitted with Technical bid)

S.No.	Items	Pl mark \surd		Page no
		Yes	No	
1	Application submitted in Annexure I	Yes	No	
2.	Annexure II (Authorization letter of signatory from the Company)	Yes	No	
3.	Annexure III (Copy of agreement between the manufacturer and the Distributor)	Yes	No	
4.	Copy of PAN Card of the authorised signatory:	Yes	No	
5.	Documents of submission of EMD. Local SSI(s) should upload certificate of registration/EM II for claiming EMD exemption.	Yes	No	
6.	Last 3 financial years' returns of Income Tax i.e. for Financial Year 2011-12, 2012-13 & 2013-14.	Yes	No	
7.	Last quarters of last 3 financial years' returns of VAT/CST for 2011-12, 2012-13 & 2013-14.	Yes	No	
8.	P/L A/c & Balance Sheet of last 3 financial years' for 2011-12, 2012-13 & 2013-14.	Yes	No	
9.	Affidavit of non conviction affirmed before a First Class Judicial Magistrate/Executive Magistrate (affidavit sworn after 01.01.2015)	Yes	No	

Annexure I

APPLICATION FORMAT

(To be furnished in the Company's official letterhead with full address and contact no etc)

To
The Principal,
Malda Medical College & Hospital, Malda

Sub: NIT for purchase of PURCHASE AND INSTALLATION OF ETO Sterilizer IN MALDA MEDICAL COLLEGE & HOSPITAL, MALDA West Bengal (vide Memo No- P/MLD-MC/1709 dated 08 January 2016)

Sir,

Having examined the pre-qualification & other documents published in the N.I.T, I/we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me / us on behalf of
In the capacity ofduly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.
2. We accept the terms and conditions as laid down in the NIT mentioned above and declare that we shall abide by it for throughout the tender period.
3. We are offering rate for the following item/items and assured supply to the Health & Family Welfare Department, Government of West Bengal as per Table-1 (Instruments' Specification)
4. a. We propose that the order and bill should be raised in our name.
For liasing, we have appointed MS having its office at (Address, contact no and e mail id) as C&F agent /Liasoner /Contact person/..... Others (strike out whichever is not applicable) as per clause of the NIT
OR
b. We propose that order and bill should be raised in favour of our authorized distributor. For that purpose, we have appointed MS having its office at (Address with contact no and e mail address) as authorized Distributor who will receive order and payment in his name on our behalf.
c. The agreement between ourselves and the distributor/C&F/Liasoner & other documents as prescribed is attached in annexure III
5. In the event of being selected, supply will be made within the stipulated period excepting the condition which is beyond our control.
6. We understand that:
(a) Tender Selection Committee/ H&FW Dept can amend the scope & value of the contract bid under this project.
(b) Tender Selection Committee/ H&FW Dept reserves the right to reject any application without assigning any reason;

Date: -
Place: -

Signature of applicant
(including title and capacity in which application is made).

Contact details-
Tele:
E Mail id:

Mobile:

Annexure II

Authorization letter from Company for authorized signatory

Annexure III

Copy of agreement signed between the tenderer and the Distributor etc

TABLE I
LIST OF INSTRUMENTS (SPECIFICATIONS)

1. Name of the Item: ETO Sterilizer

S. No	Desired specification	Offered specification (Do not write 'same', write in detail)
1	Chamber Finish - Anodized aluminum or Stainless steel	
2	Chamber volume - 60-100 lit (inner volume)	
3	Chamber size (inside)- min 12 x 18 x 12	
4	Operating temperature- Approximately 37° C to 55° C	
5	Ancillary -No external steam/ water connection and no floor drainage system requirement	
6	Exhaust - system must be efficient enough to remove residual gas from chamber on completion of activity completely	
7	Emission- must be non-hazardous	
8	Indicator System- full proof indicator system to detect an unwarranted emission	
9	Safety system- All types of safety system to control exposure of the operator within permissible limits (authenticated certificate is mandatory). Monitoring of proper operation, permanent record of temperature/ pressure/time and installation of printer for recording of cycle status. Insulation of body will be preferred.	
10	Air Compressor- With suitable pressure and air flow along with necessary connection (if needed for working of the machine)	
11	Stacking rack- Additional stacking rack/bag as required.	
12	Power supply- 220 v ± 10%, 50/60 Hz, 15 amp with proper power cord and plug.	
13	Standard- US-FDA or IS certification.	
14	Installation- Free installation and onsite training for operation	
15	Maintenance- one (1) year onsite company warranty is essential. Rate of CMC for next 3 years to be mentioned separately	