



**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, SUNDARGARH**  
 ଜିଲ୍ଲା ମୁଖ୍ୟ ଚିକିତ୍ସା ଓ ଜନସ୍ୱାସ୍ଥ୍ୟ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ସୁନ୍ଦରଗଡ଼  
 E-mail : dpmsundargarh@yahoo.com Phone:06622-274642



Advt. No: 1210

Date: 27.2.19

**TENDER CALL NOTICE**

**FOR EQUIPMENT & AIDS FOR DEIC (RBSK) O/O CDM&PHO, SUNDARGARH**

(ଆର. ବି. ଏସ. କେ. ର. ଉପକରଣ ଏବଂ ଅନ୍ୟାନ୍ୟ ଜିନିଷ ନିମନ୍ତେ ଟେଣ୍ଡର ବିଜ୍ଞାପନ)

Bids are invited from eligible firms/company/agency/suppliers/distributors to supply the Equipments & Aids to DEIC, RBSK Sundargarh. The bid document with all information relating to the bidding process including the cost of bid document, EMD, Eligibility criteria and terms & conditions are available in the district website: [www.sundargarh.nic.in](http://www.sundargarh.nic.in) The last date of submission of bid is on or before 19.03.2018 by 04:00 pm to the O/o-CDM&PHO, Sundargarh through Speed Post/Regd. Post/Courier only. The undersigned reserves the right to cancel any or all the bids without assigning any reason thereof.

Sd/-

Chief District Medical & Public Health Officer, Sundargarh

Memo No: 1211 /DPMU/NHM

Date: 27.2.19

Copy forwarded to the Deputy Director (Advertisement)-Cum-Secretary to Govt. I & PR Department, Odisha, Bhubaneswar for information and necessary action. He is requested to publish with single edition in one Odia news paper and one national English news paper, the above advertisement as mentioned on the table.

  
CDM & PHO cum

District Mission Director, Sundargarh

Memo No: 1212 /DPMU/NHM

Date: 27.2.19

Copy to the District Informatics Officer, NIC, Sundargarh for information. He is requested to upload the details information & publish the same in the district website.

Copy forwarded to the DI & PRO, Sundargarh for information and necessary action.

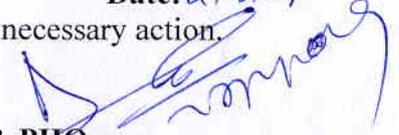
  
CDM & PHO cum

District Mission Director, Sundargarh

Memo No: 1213 /DPMU/NHM

Date: 27.2.19

Copy to Account Section, NHM/ Sundargarh for information and necessary action.

  
CDM & PHO cum

District Mission Director, Sundargarh

Memo No: 1214 /DPMU/NHM

Date: 27.2.19

Copy to Office Notice Board for publication.

  
CDM & PHO cum

District Mission Director, Sundargarh



OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER,  
SUNDARGARH



**BID DOCUMENT**

**FOR**

**EQUIPMENTS & AIDS FOR DISTRICT EARLY INTERVENTION CENTRE  
(DEIC), RBSK SUNDARGARH**

Reference No. /NHM/SNG

Date:

**Address for communication with Email ID:**  
O/O- CDM & PHO, SUNDARGARH, PIN-770001  
Website: [www.sundergarh.nic.in](http://www.sundergarh.nic.in), E-Mail: [dpmsundergarh@yahoo.com](mailto:dpmsundergarh@yahoo.com)

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**NOTICE INVITING BID**

**Office of the Chief District Medical & Public Health Officer, Sundargarh**

Website: [www.sundergarh.nic.in](http://www.sundergarh.nic.in), E-Mail: [dpmsundargarh@yahoo.com](mailto:dpmsundargarh@yahoo.com)

**Bid Reference No. :** /NHM/SNG

**Date:**

Bids are invited from eligible firms/company/agency/suppliers/distributers to supply the Equipments & Aids to DEIC, RBSK Sundargarh as per the details in **Annexure-I** and as per the particulars mentioned below:

Sl. No.	Particulars	Date and Time	
1.	Date of release of bid	27-02-2019	
2.	Last date & time for submission of bid	19-03-2019, upto 4:00 PM	Office Chamber of the CDM & PHO Cum DMD, Sundargarh
3.	Date & time of Technical bid opening	20-03-2019, At 11:30 AM	Office Chamber of the CDM & PHO Cum DMD, Sundargarh
4.	Date of opening of Price Bid	To be informed to the technically qualified bidders	

The bid document with all information relating to the bidding process including the cost of bid document, EMD, Eligibility criteria and terms & conditions are available in the district website: [www.Sundergarh.nic.in](http://www.Sundergarh.nic.in). The last date of submission of bid is on or before **19-03-2019** by **04.00 P.M** to the O/o-CDM&PHO, Sundargarh through Speed Post/Regd. Post/Courier only. The bid document should be super scribed with "Bid Document for Equipment & Aids for DEIC". The Authority reserves the right to accept/ reject any part thereof or all the bids without assigning any reason thereof.

Chief District Medical & Public Health Officer,  
Sundargarh

**SECTION - I**

**GENERAL INFORMATION ABOUT TENDER**



## 1. Background

Chief District Medical & Public Health Officer, Sundargarh is inviting bids to supply Equipments & Aids for District Early Intervention Centre (DEIC), RBSK Sundargarh (see **Annexure-I** for details). This agreement describes the terms and conditions under which the agency (successful bidder to whom contract is awarded) agrees upon to supply the Equipments & Aids.

### Note:

All products shall be owned by the Chief District Medical & Public Health Officer, Sundargarh and provided to the agency (successful bidder to whom contract is awarded) to supply the Equipments & Aids under the terms and conditions of this contract.

## 2. DESCRIPTION & DIRECTIVES

Chief District Medical & Public Health Officer, Sundargarh [hereinafter referred as Tender Inviting Authority unless the context otherwise requires] invites sealed bids for supplying Equipments & Aids to DEIC as per **Annexure-I (Special Education, Physiotherapy, Sensory Integration,)**

## 3. OTHER RELEVANT INFORMATION

- a) Tender Type : Manual Tender, 2 envelopes System - one labeled as Technical Bid and the other one as Financial Bid.
- b) Mode of Operation : To be decided by the Chief District Medical & Public Health Officer.
- c) Nature of work : Supply of Equipments & Aids .
- d) Cost of Tender Paper : **Rs. 1,000/-** (Rupees One thousand, inclusive of GST) in the form of Demand Draft/ Pay Order in favour of **ZSS NRHM(Additionality), SUNDARGARH**, payable at Sundargarh from any Nationalised / Scheduled Bank. (Tender paper can be downloaded from district website [www.Sundergarh.nic.in](http://www.Sundergarh.nic.in) and should be enclosed as cost of tender paper).
- f) EMD : **Rs.12,000/-** (Rupees twelve thousand) in form of Demand Draft/ Pay Order in favour of **ZSS NRHM(Additionality), SUNDARGARH**, payable at Sundargarh from any Nationalised / Scheduled Bank.
- g) Important Dates : Tender Release: **27.02.2019**  
**Last date & time for bid submission: 19.03.2019 by 04 PM** to the O/o- CDM & PHO, , Sundargarh through Speed Post/Regd. Post/ Courier only.  
Bid Opening: **20.03.2019, 11.30 AM** in the Office chamber of the CDM & PHO, Sundargarh
- h) Validity of Bid : One year from the date of finalization of BID

i) Address for Communication: **Office of the CDM & PHO, Sundargarh, PIN -770001**  
e-mail: **dpmsundargarh@yahoo.com**

**Note:**

The bidders shall be solely responsible for checking the website [www.sundargarh.nic.in](http://www.sundargarh.nic.in) for any addendum/amendment issued subsequent to the release of bid document and take into consideration the same while preparing and submitting the bids.



**SECTION - II**

**SPECIFIC INFORMATION FOR BIDDERS**



## 1. ELIGIBILITY CRITERIA

The interested Bidders shall have to comply to the following criteria to participate in the tendering process –

- a. Authorization certificate in case of Authorized distributor/ Manufacturing license in case of Manufacturer/ Import license in case of Importer.
- b. Must have all relevant statutory documents such as Rregistration Certificate of firm, PAN Card, GST Rregistration Certificate along with the following:
  - i. Valid ISO certificate if any
  - ii. CE / US FDA / IEC certificates of the manufacturer as per technical specification if any
- c. Financial Statement of last three financial year duly certified by Chartered Accountant. and the average annual turnover should not be less than Rs. 01.00 Crore (Report on the financial standing of the Bidder such as Turnover Statement, duly certified by a Chartered Accountant, as in Annexure-II for the Financial Years 2015-16, 2016-17 & 2017-18 to be furnished. Provisional Turnover shall not be considered.)
- d. Income Tax Clearance certificate for the last three FY (i.e. 2015-16, 2016-17 & 2017-18).
- e. Performance certificate of last three years (i.e. 2015-16, 2016-17 & 2017-18) supply to Govt. institution along with Order copy. Without order copy performance certificate is not valid or void in abiinitio.
- f. User certificate from the concerned Institution for the last three years (i.e. 2015-16, 2016-17 & 2017-18).
- g. Sample or Technical Brochure of the items should be quoted. There are few items having no technical specification (prototype enclosed) which will be finalized by the Purchase committee after verification of samples or technical brochures.
- h. The bidder would neither be convicted by any court of law nor be blacklisted/ debarred on financial/ administrative/ techno-legal ground by any appropriate authority. A declaration regarding this should be submitted in a Rs. 10/- stamp paper in the format prescribed at **Annexure-III**. The bidder should not be involved in any criminal or civil suit. If the bidder is involved in any criminal or civil suit, then details of all such suits should be submitted. The Tender Inviting Authority reserves the right to consider/ not consider any offer based on the gravity/ implication of suits pending against the bidder.
- i. The Original Tender Booklet with Conditions and the schedules signed by the bidder at the bottom of each page with his official seal duly affixed.

## 2. TENURE OF THE CONTRACT

- a. The contract shall be awarded for a period of **one year** from the date of signing of contract.
- b. In the event of the contract being terminated by the Tender Inviting Authority before the completion of the contract period for reasons of unsatisfactory performance or breach of contractual conditions, the Performance Security of the agency shall be liable to be forfeited.

### 3. IMPORTANT NOTES FOR BIDDERS:

- a. EMD will be refunded to the unsuccessful bidders once the successful bidder submits the Performance Security and signs the contract.
- b. EMD will be refunded to the successful bidder after submission of the required Performance Security.
- c. In case of unwillingness of L1 bidder to enter into contract or bid withdrawal in any form, the EMD submitted by the bidder will be liable for forfeiture and the Tender Inviting Authority will have the right to proceed for a contract with the next lowest responsive bidder.

### 4. BIDDING PROCESS

The bidder should submit its proposal in two envelopes - "Envelope A" and "Envelope B". Envelope A should include all qualification documents and Envelope B should contain financial offer only. Documents to be submitted in the respective envelopes are as follows:-

#### A. TECHNICAL BID - ENVELOPE A:

The Bidders have to submit following documents in their technical bids with page references-

Sl. No.	Particulars	Page No.
1.	Cost of Tender Paper	
2.	EMD	
3.	Self-attested copy of Authorization certificate in case of Authorized distributor/ Manufacturing license in case of Manufacturer/ Import license in case of Importer	
4.	Self-attested copy of GST Registration Certificate	
5.	Self-attested copy of PAN card	
6.	Turnover Certificate as per <b>Annexure-II</b>	
7.	Income Tax Clearance certificate for the last three FY(2015-16,2016-17&2017-18)	
8.	Performance certificate of last three years supply to Govt. Institution along with Order copy	
9.	User certificate from the concerned Institution for the last three year	
10.	Declaration as per <b>Annexure-IV</b>	
11.	General Details of the Bidder as per <b>Annexure-V</b>	
12.	Bank Details of the bidder as follows – a. Name of the Bank and Branch, Type of Account, b. Account No & IFSC Code	

**LIST OF ITEM(S) QUOTED (TO BE ENCLOSED IN ENVELOPE FOR TECHNICAL BID)**

Sl. No.	Name of Item(s)	Category (1. Special Education / 2. Physiotherapy / 3. Sensory Integration / )	Name of Manufacturer	Make	Model Name	*Details of offered product at Page No. (s)

Note: Separate Sheet (As per the above format) may be attached in case of quoting multiple Items.

Signature of the Bidder

**B. FINANCIAL BID - ENVELOPE 'B'**

The Bidders have to submit the financial bids in the format prescribed below. This format should be properly filled in, put into a separate envelop, sealed properly and clearly marked as "Envelope B: Financial Bid for Equipment, Aids & Drugs for DEIC".

Sl. No.	Name of the Equipment, Aids & Drugs	Category (1. Special Education / 2. Physiotherapy / 3. Sensory Integration / )	Specification	Quantity	Rate/ Price per Quantity	GST	Total Cost (Rs.)
1	2	3	4	5	6	7	8
Total (in Figure)							
Total (Rs.....) only							

- (i) Exact quantity will be intimated before signing of contract.
- (ii) The Total Cost as at Column 8 above is for evaluation purpose only. However, contract will be on per piece per quantity basis.
- (iii) Rates should be inclusive of excise duty / customs duty, packing, forwarding, insurance, transportation charges etc. and exclusive of GST.
- (iv) GST to be quoted (item wise) in separate column No.07.

**Note:** A. Separate Sheet (As per the above format) may be attached in case of quoting multiple Items.  
 B. Both Envelope A and Envelope B should be put into a bigger envelope and sealed. The envelope should be superscripted on top with the tender reference number and addressed to Chief District. Medical & Public Health Officer, Sundargarh. **There is no system of receipt of bids**



through drop box or by hand. The bids shall be received only through registered post/speed post/ courier service. The Tender Inviting Authority shall not be responsible for any postal delay.

Both Cover-A and Cover-B should have an index and page number of all the documents submitted inside that cover.

#### 5. EVALUATION AND SELECTION

- a) The bids shall be evaluated in two stages i.e. technical evaluation and financial evaluation.
- b) The Financial Bids shall be opened of those bidders who will qualify in the technical evaluation.
- c) Financial Bids shall be opened in the presence of the technically qualified bidders/ their representatives, who choose to attend in person at the address given below –

Office of the Chief District Medical & Public Health Officer

Sundargarh, PIN - 770001

**Date of Opening of Financial Bids shall be communicated to the technically qualified bidders.**

#### 6. AWARD OF CONTRACT:

- a) Contract shall be awarded to the bidder whose bid will be determined to be substantially responsive and who has quoted the lowest evaluated total cost **(Total of Col. 8 of Financial Bid)**.
- b) **The Total Cost as at Column 8 above is for evaluation purpose only. However, contract will be per piece per quantity basis.**
- c) In case more than one bidder has quoted the same lowest total cost, the bidder having highest average annual turnover among them will be considered for award of contract.
- d) Intimation of offer for contract will be given by letter/ e-mail. The concerned bidder will have to acknowledge the same and submit the acceptance with the agreement document & performance security within 10 days of receipt of such intimation. In case of non-acceptance of agreement, the Tender Inviting Authority may proceed to the next lowest evaluated Bidder.

#### 7. PERFORMANCE SECURITY:

- a) Performance Security acts as a safeguard against unsatisfactory performance or violation of contract agreement by the agency.
- b) 10% of the Purchase order value excluding GST, will be retained as Performance Security deposit from the successful Bidder in form of a Demand Draft/ Bank Guarantee which will be returned after 180 days from the date of supply of the items supplied. In case of breach of contract by the agency, the Performance Security shall be forfeited. If the agency duly performs and completes the contract in all respect, the Performance Security shall be returned without any interest on completion of all such obligations under the contract.

#### 8) SUPPLY PERIOD & LIQUIDATED DAMAGE:

- The supply should be completed within 45 days from the receipt of the purchase order.
- The C.D.M & P.H.O, Sundargarh may allow extension for a maximum period of 2 (two) weeks (14 days), after the stipulated date of supply (i.e. 45 days) with a penalty of 0.5% which will be deducted from the purchase order value as "Liquidated Damage", for each week (7 days) upto a maximum 2% on the value of the goods.
- If the supplier fails to complete the supply within the extended period, i.e. 60 days after being allowed by the C.D.M & PHO, no further purchase order will be placed to the firm for the said item and the concerned firm will be blacklisted for two (2) years from the date of issue of letter for the said item.
- The approved firm shall also suffer forfeiture of the EMD and Security Deposit for non supply of the items.



## SECTION – III

### CONDITIONS OF CONTRACT

#### 1. CONTRACT MANAGEMENT

##### a. Risk and Ownership

##### i. Liability of damages and losses

1. The agency bears the risk of loss for goods while in transit. The agency shall arrange for appropriate insurance for such goods in transit, the cost of which shall be deemed to be included in the rates set forth in the financial Bid.
2. In case of loss or damage to the goods in transit, amount equivalent to value of such goods will be deducted from the payment to be made to the agency. If value of damaged goods is more than 10 % of total consignment, then additional penalty of 20 % on value of damaged goods will also be levied.
3. The agency shall not be liable for any loss or damage to the extent such is due to a force majeure event, as defined in "FORCE MAJEURE" section of this agreement or an act or default of the Office of the Chief District Medical & Public Health Officer, Sundargarh.

##### ii. Force Majeure

If through "Force Majeure" (Government embargos, wars, blockages, revolutions, insurrections, mobilizations, strikes, lockouts, riots, other extra ordinary civil disturbances, and/or an act of God) where one or both of the contracting parties are unable to perform their obligations under the terms of this contract; then it shall be considered cancelled and no penalties shall be attached to the parties.

##### iii. Indemnity

The agency agrees that it shall protect, defend, indemnify and hold harmless to the Office of the Chief District Medical & Public Health Officer, Sundargarh from and against all liabilities, losses, costs, damages, expenses, claims, attorneys' fees and disbursements of any kind or of any nature whatsoever imposed upon the Office of the Chief District Medical & Public Health Officer, Sundargarh, whether incurred directly or indirectly by the Office of the Chief District Medical & Public Health Officer, Sundargarh by virtue of, or in connection with, or arising out of any:

1. Failure of the agency to maintain appropriate licenses to carry out the purposes of this agreement, resulting in the inability to, among other things, ship products for the Office of the Chief District Medical & Public Health Officer, Sundargarh;
2. Claims made by any employee or agent of the agency or by any operation of the agency related to agency's provisions of transportation services to the Office of the Chief District Medical & Public Health Officer, Sundargarh under the terms of this agreement, including any claim by agency's personnel that they are employees of the Office of the Chief District Medical & Public Health Officer, Sundargarh for any purpose;



## **b. Penalty & Termination**

### **i. Penalty Clause:**

1. The Tender Inviting Authority may also terminate the contract in case of prolonged/ frequent unsatisfactory service, breach of Terms & Conditions and non-compliance by the agency of the instructions given by the Office of the Chief District Medical & Public Health Officer, Sundargarh. **In case of termination of the contract, Performance Security deposited by the agency shall be forfeited.**

### **ii. Termination**

Without prejudice to any other remedies that the Office of the Chief District Medical & Public Health Officer, Sundargarh and its designated agents may have against the agency and its agents, the Office of the Chief District Medical & Public Health Officer, Sundargarh shall have the right at any time by giving notice in writing to the agency to terminate the agreement forthwith in any of the following events:

#### **1. On breach**

In case of non-compliance of prescribed quality norms, breach of contractual terms and repeated concerns regarding service quality.

#### **2. On liquidation or insolvency of the Agency**

If at any time the agency becomes insolvent or files an application for insolvency or any creditor of his moves the court for adjudicating him as an insolvent or if he is convicted by any court of law, the Office of the Chief District Medical & Public Health Officer, Sundargarh will have the absolute option of terminating the contract forthwith and he shall have no right for damage or compensation on this account.

#### **3. On prevention of performance of duties**

The Office of the Chief District Medical & Public Health Officer, Sundargarh shall have the right to terminate this Agreement immediately on notice to agency, if, in the reasonable judgment of the Office of the Chief District Medical & Public Health Officer, Sundargarh, the agency has failed to provide Equipment & Aids with the required standards.

#### **4. On Prejudicial conduct**

If the agency is guilty of any conduct which in the opinion of the Office of the Chief District Medical & Public Health Officer, Sundargarh is prejudicial to the interests of the Office of the Chief District Medical & Public Health Officer, Sundargarh.

General Provisions

### **i. Subletting**

The agency shall not sublet, transfer or assign the contract or any part thereof, without the previous written approval from the Office of the Chief District Medical & Public Health Officer, Sundargarh. In case the agency contravenes this condition, the Office of the Chief District Medical & Public Health Officer, Sundargarh shall be entitled to place the contract elsewhere at the risk and cost of the agency and all expenses borne on this account shall be recovered from the agency.

## ii. Illegal Gratification

1. Any bribe, commission, gift or advantage taken or promised to be taken by or on behalf of the agency or his partner or agent or servant or any one of his authorized representative from the users of the Office of the Chief District Medical & Public Health Officer, Sundargarh shall in addition to any criminal liability that the agency may incur, entitle the Office of the Chief District Medical & Public Health Officer, Sundargarh rescind this contract and all other contracts with him, and to take any other action as may be deemed fit by the Office of the Chief District Medical & Public Health Officer, Sundargarh.
2. The agency shall not lend to or borrow from or have or enter into any monetary dealing or transaction either directly or indirectly with any employee of the Office of the Chief District Medical & Public Health Officer, Sundargarh and if he shall do so, the Office of the Chief District Medical & Public Health Officer, Sundargarh shall be entitled forthwith to rescind the contract.
3. Any question or dispute as to the commission of any offence or compensation payable to the Office of the Chief District Medical & Public Health Officer, Sundargarh under these clauses shall be settled by the designated officer of the Office of the Chief District Medical & Public Health Officer, Sundargarh in such a manner as he shall consider fit and sufficient and his decision shall be final and conclusive.

## 3. PAYMENT TERMS

1. The agency shall issue an invoice to the Office of the CDM & PHO, Sundargarh for the services rendered under this agreement along with the requisite documents.
2. No advance payment shall be made to the agency. Full payments will be made upon presentation of original signed and stamped Invoices.
3. Payment shall be made through PFMS/RTGS/e-payment system.

## 4. RESOLUTION OF DISPUTES

- If dispute or difference of any kind shall arise between the Tender Inviting Authority and the successful bidder in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
- If the parties fail to resolve their disputes or differences by such mutual consultation within twenty-one days of its occurrence, then, unless otherwise provided in the bid document, either Tender Inviting Authority or the successful bidder may give notice to the other party of its intention to commence arbitration, as provided and the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India.

## Applicable Law and Jurisdiction of Courts

- The contract shall be governed by and interpreted in accordance with the laws of India.
- All disputes arising out of this bid will be subject to the jurisdiction of courts of law in Sundargarh/ High Court of Odisha.



ENCLOSED IN SEPARATE SHEET



## TURNOVER CERTIFICATE

I hereby certify that M/s. \_\_\_\_\_ (Name & address \_\_\_\_\_) is having the following annual turnover and the statement is true and correct -

Sl. No.	Financial Year	Turnover
1.	2015-16	Rs. (Rupees ) only
2.	2016-17	Rs. (Rupees ) only
3.	2017-18	Rs. (Rupees ) only

Signature of the Bidder:

Date:

Signature of Auditor/ Chartered Accountant

Membership No.:

Seal:



**Declaration**

To

The Chief District Medical & Public Health Officer

Sundargarh

I/We \_\_\_\_\_ have carefully read the tender document and confirm my/ our eligibility as required. I/ We solemnly declare that I/ we have never been convicted by any court of law or blacklisted/ debarred on financial/administrative/techno-legal ground by any appropriate authority. By submitting this bid, I/ we assure my/ our agreement to the terms and conditions of tender and will abide by the same if contract is awarded to me/ us.

**Currently running criminal/civil suits against my/ our firm are:**

(Write "NIL" if no court case pending otherwise give the list and enclose case details)

Signature of the bidder:

With seal

**NOTE: To be given in a Rs. 10/- stamp paper.**



## General Details of the Bidder

Sl. No	Particulars	Details
1.	Name of the Organization	
2.	Nature of Business	
3.	Year of Inception	
4.	Name and Details of the Proprietor, Director of Company/ Organization/ Agency/Supplier/Distributor  Firm/  Mobile No:  Email Address:	
5.	Full Address of Regd. Office  Telephone Number  Fax. No.  E-Mail Address	
6.	Website of the Organization	
7.	PAN	
8.	GST No	



**AGREEMENT**

This agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

BETWEEN

**Office of the Chief District Medical & Public Health Officer, Sundargarh, having its registered office at Sundargarh (Herein after "The 1<sup>st</sup> Party")**

AND

M/s. -----, having its registered office at -----, represented through its -----, duly authorized for the purpose (Herein after "The 2<sup>nd</sup> Party").

Whereas the 1<sup>st</sup> Party has invited tender for "**Supplying Equipment & Aids for DEIC**" vide tender reference no. \_\_\_\_\_ dt. \_\_\_\_\_ .2018. The 2<sup>nd</sup> Party submitted its bid as per tender requirement and being the L1 bidder, the 1<sup>st</sup> Party has finalized the tender in favour of the 2<sup>nd</sup> Party for supplying equipment & aids for DEIC at the prices/rates indicated against various components (herein after "Contract Price") on the terms and condition set forth in this agreement. The letter of award was issued vide LOA No. \_\_\_\_\_ dated \_\_\_\_\_ inviting to execute the contract. And whereas the 2<sup>nd</sup> Party has deposited the Performance Security of Rs. \_\_\_\_\_ vide a Demand Draft/ Bank Guarantee No. \_\_\_\_\_ dt. \_\_\_\_\_.

**NOW THIS AGREEMENT WITNESSES AS FOLLOWS:**

1. The following documents shall be deemed to form and be read and construed as integral part of this Agreement, viz.:

- a) Conditions of Contract
- b) Submissions and Declaration as part of the Proposal submitted
- c) Notification of Award issued by the Office of the CDM&PHO, Sundargarh

2. In consideration of the payments to be made by the 1<sup>st</sup> Party to the 2<sup>nd</sup> Party, the 2<sup>nd</sup> Party hereby covenants with the 1st Party to provide the agreed services uninterrupted in all respects as per the provisions of this Contract.

3. The 1<sup>st</sup> Party hereby covenants to pay the 2<sup>nd</sup> Party in consideration of the provision of the agreed services, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed in the Contract.

**4. TENURE OF CONTRACT**

- a. The contract is for a period of one (1) years from the date of signing of contract.

b. In the event of the contract being terminated by the 1<sup>st</sup> Party before the completion of the contract period for reasons of unsatisfactory performance or breach of contractual conditions, the Performance Security of the 2<sup>nd</sup> Party shall be liable to be forfeited.

**For and on behalf of the Agency**

**Chief District Medical & Public Health Officer,  
Sundargarh**

**Authorized Signatory**

(Name with Signature)

**Authorized Signatory**

(Name with Signature)

Date:

1.Witness

2.Witness

Date:

1.Witness

2.Witness



**MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY**

[Refer Para 7]

To

The Chief District Medical & Public Health Officer  
Sundargarh

WHEREAS ..... (Name and address of the Service Provider) (here in after called "the Service Provider") has undertaken, in pursuance of Tender Reference No. .... dated..... for engagement of commercial transport vehicles for **Supplying Equipment & Aids for DEIC** (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the Service Provider shall furnish you with a bank guarantee by a scheduled commercial bank recognised by you for the sum specified therein as security for compliance with its obligation in accordance with the contract.

AND WHEREAS we have agreed to give the Service Provider such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Service Provider, up to a total of .....(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Service Provider to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Service Provider before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be Performed there under or of any of the contract documents which may be made between you and the Service Provider shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the .....day of .....

We the .....Branch..... undertake not to revoke the guarantee during its currency expect with the previous consent of the Office of the Collector & District Magistrate, Sundargarh in writing.

We .....Branch..... further agree that a mere demand by the Office of the Chief District Medical & Public Health Officer, Sundargarh is sufficient for

us to pay the amount covered by the Bank Guarantee without reference to the said Agency and protest by the said Agency cannot be a valid ground for us to decline payment to the Office of the Chief District Medical & Public Health Officer, Sundargarh.

(Signature of the authorized officer of the Bank)

Name and designation of the Officer

Seal, name & address of the Branch of the Bank



**LIST OF ITEMS WITH QUANTITY, PURPOSE AND SPECIFICATION (Teaching Learning Materials for EI/Remedial Therapy & Special Education (DEIC))**

Sl No.	Name of the Item	Quantity	Purpose	Specification
1	Therapeutic Mat	30 Pcs for one room & Play	Sitting & Structure environment for effectively perform & response	30 Pcs of 4 pair of coloured mat
2	Wooden cup board (SLF 7)	1	For storage of TLM & other for develop independent skills of children (motor)	60.0 X 45.0 X 80.0 cmsize, weight 25.1 Kg
3	Follow the patterns (ELWI)	2	Visual perceptual & cognitive development	30 X 30 X 7 cm
4	Peg Board big (Gs119)	1	Fine motor & Concentration development	80 Pegs in the wooden board
5	Shape & Slot box (ELS 5)	1	Cognitive skill enhancement	16 X 13 X 3 cm, weight 770g
6	Picture dominos (ELS 4)	1	Cognitive enhancement	9.5 X 5.5 x 0.3 cm, Weight 630gm
7	Find the sequences (ELS 3)	1	Cognitive & Language enhancement	7.5 X 7.5 X 0.5cm, weight 1050gm
8	Advance Shape Stackers (ELS 7)	1	Cognitive & Language enhancement	40 X 7.5 cm, Weight 370gm
9	Grade & Stack squares (ELS 12)	1	Math skill develop, cognitive	13 X 13 X 18.5cm, weight 1160gm
10	Match number & quantity, opposites, animals (ELFM8, ELFM9, ELFM13)	1 set each	math & cognitive enhancement	13 X 7.5 X 0.5 cm, 470gm 13 X 7.5 X 0.5 cm, 660 gm 13 X 7.5 X 0.5 cm, 690gm
11	Build ties (ELB3)	1	Cognitive, motor & perceptual skills	15 X 15 X 0.4 cm to 3 X 3 X 0.4 cm, 1500gm
12	Build block (ELB4)	1	Cognitive, motor & perceptual skills	15 X 3 X 3 cm to 3 X 3 cm, 3650gm
13	Our helpers (ELKA4)	1	Life skill	13 X 16 X 0.3 cm, 1080gm
14	Clock (ELKA5)	1	Time Concept	28 X 31 X 6 cm, 1010gm
15	Sound Boxes (5010)	1	Play	Various boxes of 1 set
16	Theatre	1	Play & Learn	Wooden stage with puppet
17	Triangle market	1	Math	Various size of triangles
18	Exercise Board	1	Concept & act of fitness	
19	Animals & home (ELFM5)	1	matching, preacademic & cognitive	13 X 7.5 X 0.5 cm, weight 680gm
20	Touch Boards (EMS13)	1	To feel difference of texture	24 X 11.8 X 0.8 cm, weight 560gm
21	Touch Boards (EMS14)	1	To feed difference of texture	24 X 11.8 X 0.8 cm, weight 520gm
22	Baric tablets (EMS 16)	1	To pair identically weighing plagues	8 X 7.5 X 0.5 cm, 900gm
23	Mastery Bags (EMS 17)	1	To pair identical shapes	3 x 3 X 3 cm, 320gm
24	Set of Knobbless	1	To arrange cylinders in order accordingly sizes	5.5 dia 5.5 cm ht

25	Geometrical solid shapes (EMS 19)	1	To observe basic shapes	6 X 6 X 10 cm, 2116gm
26	Number Rods (EMA 1)	1	To count partition and arrange rods in order of ascending quantity.	100 X 25X 2.5 to 10 X 2.5 X 2.5 cm , 3930gm
27	Spindle Box	1	To count spindle and place in right partition of box	49.5 X 16.5 X 4.3 cm 908gm
28	Sand paper number	1	To feel shape of number finger	9.8 X 7.7 X 0.3 cm, 296gm
29	Arithmetic material	1	To observe value of unit, ten, hundred and thousand	33 X 12 X 7 cm, 708gm
30	Arithmetic material (EMA 5)	1	To make quantity of unit, ten, hundred and thousand	35.5 X 12 X 7 cm, 1224gm
31	Ten board & bead box (EMA 6)	1	To make tens in numbers & quantity in golden beads	7 X 7.5 cm, 1560gm
32	3000 cards (EMA)	1	To make desired quantity till 3999 in figures	unit plate size 3 X 4 cm, 740gm
33	9000 cards (EMA 9)	1	To make desired quantity till 9999 in figures	3 x 4 cm, 650gm
34	Golden chain of 100 (EMA 10)	1	To count till 100 & use arrow	3.5 X 0.6 cm, 120gm
35	Coloured bead stair (EMA 12)	1	To use for any counting 1-9 quantity	10 x 70 X 5.5 , 90gm
36	Addition snake game (EMA 16)	1	To do addition with bead materials	2.8 X 1.2 cm, 380gm
37	Multiplication snake game (EMA 16)	1	To do multiplication with bead materials	28 X 10 X 5 cm, 520gm
38	One to ten printed cards (EMA 19)	1	To use for any counting from 1 to 10	10 X 7 X 5.5 cm, 120gm
39	sand paper alphabet capital letters (EML 1)	1	To trace rough part & say the sound of letter	14.7 X 9.6 X 0.3 cm, 1430gm
40	Sand paper alphabet small letters (EML 2)	1	To trace rough part & say the sound of letter	13 X 13 X 0.3 cm, 1310gm
41	Sand paper phonograms letters (EML 3)	1	To trace rough part & say the sound of phonogram	17 x 14.1 X 0.3 cm, 1124gm
42	Sand paper alphabetcursive small letters (EML 4)	1	To trace rough part & say the sound of letter	14.8 X 13.2 X 0.3 cm, 1584gm
43	Exercise of practical life material wooden empty trays (EMEPI)	1	For storage of TLM & other for develop independent skills of children (motor)	40 X 30 X 4.2 cm, 1525gm
44	Napkins(Handkerchief) (EMEP 2)	1	To fold napkins as per given guideline	27 X 27 cm, 490gm
45	Large button frame (EMEP 3)	1	To tuck large button	24.5 X 26 X 2 cm, 254gm
46	Medium Buttons frame (EMEP 4)	1	To tuck medium botton	24.5 X 26 X 2 cm, 238gm
47	Small Buttons frame (EMEP 5)	1	To tuck small botton	24.5 X 26 X 2 cm, 252gm
48	Zipper frame (EMEP 7)	1	To tuck Zip	24.5 X 26 X 2 cm, 240gm

49	Buckles frame (EMEP 8)	1	To tuck buckless	24.5 X 26 X 2 cm, 280gm
50	Hook & Eye frame (EMEP 9)	1	To tuck hook and eye	24.5 X 26 X 2 cm, 240gm
51	Lace Frame (EMEP 10)	1	To tie lace	24.5 X 26 X 2 cm, 236gm
52	Vellro frame (EMEP 11)	1	To tuck vellro	24.5 X 26 X 2 cm, 270gm
53	Ribbons frame (EMEP 12)	1	To tie ribbons	24.5 X 26 X 2 cm, 260gm
54	Art & craft animal (ELAC 4)	1	Enjoy colouring animals cutouts	25 X 17.5 X 1 cm, 80gm
55	Pentagone dairy (ELSC 13)	1	Enjoying colouring your own mooden diary cover	19 X 16 X 2.5 cm, 120gm
56	Hand gloves puppet of animals (ELD 7, 8,31,32,20,15)	6	To performing story, rhyme	100gm each
57	Thumkin (ELD 52, 37, 38, 39, 40, 42, 43)	7	Various role and emotional expression	40gm, 55gm
58	Lace on animals, on shoe, on shapes(ELL 10, 11, 12)	3	Lace on the board	21.5 X 9.5 X 10.5 cm, 400gm, 620gm, 550gm
59	Number Train (ELCP 1)	1	Enjoy making train form part	137.5 X 11 X 0.5 cm, 750gm
60	Coircle, rectangle, trangle	3	Let's complete picture	17 X 17 X 0.75 cm, 90gm 18 X 13 X 0.75 cm, 90gm 17 X 17 X 0.75 cm, 100gm
61	Summer, garden, beach, winter (ELCP 34, 35, 36)	5	Let's complete complex picture	30 X 20 X 0.75 cm, 285gm
62	Follow the patterns, patterns writing, number tracking, upper case, lower case	5	writing skill	34.5 X 24 X 0.8 cm, 200gm
63	Flash cards (fruits,vegetables, flowers, birds, animals, domestic, wild, vehicle, body parts, family, shapes, colours, first aid	13 set	Academic	Each set of flash cards
64	First aid box, dressing & grooming kitchen set, box	4	Practical life	Each one set
65	Balack board, white board (small), chalk, markers, note book, pen, pencil, crayon, water colours, A4 bundles	6	Academic	Each one set
66	Day & night, calenders, clock, months chart, session chart, duster, pic, eraser	5	Time Concept	Each one set
67	Ball 100pc & bucket (big)	100 ball, 1 bucket	Play & motor	Multi coloured 100 balls & one big bucket
68	Picture books (all in one, profesional, various environment, prepositions etc.)	5	Life skill	50 pages of each book

69	Bell, ring bells, whistles, car, round box (montessori)	4	Language of auditory	Various sound making toys
70	Printing box, brush, sponge etc.	4	Fine motor	Various things for painting
71	Story sequences, (PH 151, 152, 153)	3	Language	Various set of stories
72	Music system-1 & rhyme-5, story-5 & life skill-5 DVD, Mantra DVD, Gayatri	1+5+5+5+1	Language, visual perceptual skills	One music system with DVDs
73	Therapeutic light (multiple), touch	1+1	Visual perceptual skills, eye contact, attention, concentration etc.	Multi coloured light & touch
74	Bells, tread & container	3	Eye hand interaction	various size of beads & big container
75	Wooden or plastic chair	2	To seat & read	10 inch & 13.5 inch
76	Wooden Table	1	To seat & read	Low height approx. 1.5 to 2 feet
77	Slide, tunnel, swing, door mat	1	For playing	

### List of Physiotherapy Equipment for DEIC

SI No	Name of the Equipment	No. of Sets/Units
1	Activity Table / Modified Wheel Chair (Paediatric)	1
2	Rowing	1
3	Parralal Bars (Paediatric)	1
4	Weight Cuffs (Paediatric)	1
5	Weight & Puller Exercise (Paediatric)	1
6	Ankle Excerciser (Paediatric)	1
7	Shoulder Wheel (Paediatric)	1
8	Fore-Arm-Excerciser (Paediatric)	1
9	Depth Perception Peg Board	1
10	Tilt Table (Paediatric)	1
11	Multi Gym (Paediatric)	1
12	Wrist Roll (Paediatric)	1
13	Grip Excerciser (Paediatric)	1
14	Floor Ladder (Paediatric)	1
15	Wrist Circumductor (Paediatric)	1
16	Knee Hammer (Paediatric)	1
17	Depth Perception Peg Board	1
18	Treatment Cuff ( 6X4X2, 6X4X1)	1
19	Height adjustable Walker and Rollator	1

20	Standing Frame (Paediatric)	1
21	Nirmals Hand table apparatus (Paediatric)	1
22	CP Chair (Paediatric)	1
23	Corner Seat (Paediatric)	1
24	Crawler (Paediatric)	1
25	Staircase (Paediatric)	1
26	Beach Ball with different sizes( Paediatric)	1
27	Peanut Ball with different sizes	1
28	Electrical Stimulator	1
29	Therapeutic Ultrasound Machine (Paediatric, Double Headed)	1

### LIST OF ITEMS FOR SENSORY INTEGRATION EQUIPMENT/TOOLS

Sl.No.	Name of the Items/Instruments	Purpose/Use	Remarks
1	Bolster Swing	Vestibular stimulation	
2	Tyre tube swing		
3	T Swing		
4	Lycra Swing and Hammocks		
5	Rope Ladder Swing		
6	Ball Pool with multi colours small ball	Tactile Stimulation	
7	Tunnel		
8	Bean Bag(2)	For natural warmth	
9	Wrapping in blankets,Weighted Blankets,Towels		
10	Sandwich activities: between mats.pillows,bean bags		
11	Activities for Exploring: with sand,rice,beans and other textures	Tactile Stimulation	
12	Weighted Activities: Weighted vest,ankle/wrist weights for ankle and wrist	Tactile textures	
13	Scotter board(Quantity-1)	Tactile textures	
14	Balance Bean(1)	Vestibular stimulation	
15	Thera band(2)	Vestibular stimulation	
16	Soft blanket(2)	Vestibular stimulation	
17	Soft mattress for completely covering the floor/Curtains	Tactile textures	
18	Sensory mats different texture(soft, rough)	Tactile textures	
19	Blocks,bolsters,small chairs	Tactile textures	
		Vestibular stimulation	

20	Tactile brushes		
21	Playdoh, funny foam, textured balls, tactile walls, boards and books, textured puzzles, finger paints (regular or using pudding), using various materials (satin, carpet swatches, silk, lambs wool, wash cloths, cotton) and massagers, vibrating toys	Tactile textures	
22	Chart paper, pencil, gun, crayon, gripper, eraser, scissor, note books	Tactile Stimulation	
23	Form board (Alphabets, numbers, colours, shapes, body parts, size, flash cards (Animals and fruits))	Proprioceptors	
24	Form board (Alphabets, numbers, colours, shapes, body parts, size, flash cards (Animals and fruits))	Tactile textures	
25	Beads with lace, ring stand, button and UN button shirts, shoes lacing board, toys	Tactile textures	
26	LED mirror ball, pin spot and mirror ball, mirror ball motor-mains, fire ball, sound activated light, bubble tube (with LED light and vibrator) and speakers connected to the sound players (prerecorded sound of water fall, wind chimes, birds sounds and soft instrument music)	Tactile textures	
TOY ROOM		Visual stimulation	

27	Wall mounted rack & Toys with different texture, colour for various age groups (6 months-18 years)	For stimulation, special education and demonstration	
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