

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

ଜିଲ୍ଲା ମୁଖ୍ୟ ଚିକିତ୍ସା ଓ ଜନସ୍ୱାସ୍ଥ୍ୟ ଅଧିକାରୀ କ କାର୍ଯ୍ୟାଳୟ, ସୁନ୍ଦରଗଡ଼

Email: npcdcssundargarh@gmail.com ଫୋନ: ୦୬୭୨୨-୨୭୩୬୪୦

Letter No:-...2258/PH/NCD Cell-18-19-20-21

Dated: 12/06/2020

To

Dy. Director (Advertisement) - cum- Secretary to Govt.
I & PR Deptt., Odisha
Bhubaneswar

Sub:- Advertisement of Tender call notice .
Sir,

Please publish the following advertisement using minimum space as per Govt. norms in one Odia & English newspaper for one day & single edition only. The bill will be submitted to the Chief District Medical & Public Health Officer, Sundargarh for payment.

Yours Faithfully

Chief District Medical & Public Health Officer
Sundargarh

TENDER CALL NOTICE

Sealed Tenders are invited from Registered Manufacturers/Authorized Distributors /Suppliers through Speed Post / Register Post / Courier for supply of **ASSESSMENT TOOL TEST MATERIALS FOR DMHP CLINIC, DHH, SUNDARGARH** for the year 2020-21. The willing reputed supplier/wholesalers /manufacturers are requested to submit sealed tenders to the office of the undersigned on or before **29.06.2020** till **5 P.M.** and the Tender will be **opened** on dated **30.06.2020** at **11:30 AM**. The bidders or their representatives are requested to remain present in the scheduled date and time. Separate Tender documents can be downloaded/ obtained from the district website www.sundargarh.nic.in /NCD Cell, O/O CDM & PHO, Sundargarh. This office will not entertain any tender after the due date/time fixed for at any circumstances. The undersigned reserves the right to reject any or whole tender without assigning any reason thereof.

Sd/- Chief District Medical & Public Health Officer, Sundargarh

Memo No- 2259/PH -

Date- 12-06-2020

Copy to the DAM/DPM, DPMU, NHM, Sundargarh for information and necessary action.

Chief District Medical & Public Health Officer
Sundargarh

Memo No- 2260/PH

Date- 12-06-2020

Copy forwarded to the District Information Officer, NIC, Sundargarh for information and you are requested to upload the details information & publish the same in the aforesaid website.

Chief District Medical & Public Health Officer
Sundargarh

Memo No 2261/PH .

Date- 12-06-2020

Copy forwarded to the Notice Board, Of the CDM & PHO/ DIPRO/ Collectorate Sundargarh for information and necessary action. They are requested to display the same in their notice board for wide publication.

Chief District Medical & Public Health Officer
Sundargarh

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Tender Document

For

Supply of Assessment Tool Test Materials for DMHP Clinic

Tender Document No: 2258/PH/NCD Cell-2020-21

Dated: 12-08-2020

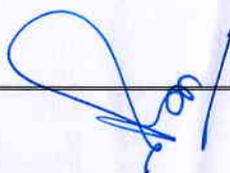
Issued by:

**Office of the CDM & PHO,
Dist- Sundargarh, Pin-770001
Contact No- 06622-273650**



SCHEDULE OF TENDER

Tender No.	2258/PH/CDM & PHO/ 2018-19 2020-21
Name of the tender issuer	CDM & PHO cum District Mission Director, Sundargarh
Scope of Work	Supply of Assessment Tool Test Materials
Quantity to be supplied	The Quantity may vary as per requirement.
Delivery Location	CDM & PHO, Sundargarh
Cost /fee of Tender Documents	<ul style="list-style-type: none">• Tender document cost Rs. 2000/- shall be in the form of Demand Draft payable in favour of ZSS Non NRHM, Sundargarh, and payable at Sundargarh drawn from any nationalized bank.• Tender documents can be downloaded by tenderers from district website i.e. www.sundergarh.nic.in / obtained from NCD Cell, O/o CDM & PHO, Sundargarh.
Earnest Money Deposit (EMD)	<ul style="list-style-type: none">• Rs. 20000/- (Rupees twenty thousand Only)• Earnest Money Deposit shall be in the form of Demand Draft payable in favor of ZSS Non NRHM, Sundargarh, payable Sundargarh drawn from any nationalized bank.
Date of issue of tender document	12.06.2020
Pre-bid meeting	19.06.2020 at 11.30 A.M
Last Date for Submission of Bids	29.06.2020 at 5.00 P.M
Date of Opening of Technical & Financial Bids	30.06.2020 at 11.30 A.M
Name of the contact person for Communication	CDM & PHO cum District Mission Director
Address for Communication	Office of CDM & PHO, District Headquarter Hospital, Dist- Sundargarh, Pin-770001



ELIGIBILITY CRITERIA

1. List of items quoted with make or model having details technical specification offer by the bidder **Annexure- A**.
2. *Deviation if statements regarding deviations from technical specifications- if any **Annexure-B**.*
3. Details name, address, telephone number, Fax, e -mail of the manufacturer / authorized distributor / service center / contract person office in odisha.
4. Tender document fee of Rs.2, 000/- and EMD Rs.20, 000/- in shape of Demand Draft in favor of ZSS Non NRHM, Sundargarh, payable Sundargarh.
5. Furnish of security deposit in form of Bank Guarantee of 10% of purchase order value excluding taxes and other duties, which will be returned back after six month of supply.
6. Copy of PAN
7. GSTIN Registration certificate & return (Mar-2020)
8. Manufacturer's Authorization Format in **Annexure-C** (In case of the bidder is not the manufacturer) Importers are also required to produce the authorization from the manufacturer
9. Manufacturing license in case of the manufacturer.
10. Bidders are requested to furnish the drug License certificate and other license as required.
11. Income Tax Return of last three years.
12. Proof of Annual Turnover with Financial statement (Balance sheet & Profit & Loss a/c) each year wise of the last three financial years (2016-17,2017-18 & 2018-19) and should be certified by Chartered Accountant in **Annexure- D**. The ceiling limit of Annual Turnover is Rs. 50 lakh. or more in each year.
13. Proof of supply of 5 nos or more of the equipments/ testing materials to any Govt. organization / Corporate Hospitals / PSU Hospitals / UN Agencies and certificate in support of that from the user in last 3 years
14. Copy of Valid ISO certificate of the manufacturer if any.
15. Copy of Valid ISI / CE / US FDA certificate if any.
16. The original Tender Booklet with conditions and the schedules will be signed by the bidder at the bottom of each page with his official seal duly affixed.
17. Submission of Declaration format/ Agreement format Guarantee & Warranty CMC undertaking.
18. The order quantity of the items may be increased or decreased as per decision of the authority.
19. Price Bid will be submitted in the prescribe format as per annexure.

BID SUBMISSION

This section outlines and the steps to be used for submission of bids:

The bid shall be submitted in three parts, the EMD, Technical Bid & the Price Bid.

1) **Tender cost & Earnest money Deposit (EMD):** Bidder has to submit Tender cost Rs. 2000/- & EMD of Rs 20,000/- (Rupees twenty thousand only) in the form of Demand draft drawn from any nationalized Bank in favor of "ZSS Non NRHM, Sundargarh" payable at Sundargarh. The EMD should be sealed in one envelope marked as "Tender Cost & EMD".

2) The Technical bid sealed in another envelope marked as "**Technical Bid**" shall contain



- The bidder should fill-up the format given in **Annexure I and attached document**. No alteration / modification in the format shall be permitted.

(3) The **Price bid** shall be sealed in an envelope marked as "Price Bid" and shall contain the price bid as per **Annexure III** duly completed in all respects.

The three separate envelopes containing EMD, technical bid and price bid should be sealed in one envelope which should be superscribed as "**Tender for the supply OVE & VIA equipments & Kit and Physiotherapy equipment**" and should be addressed as per tender schedule.

GENERAL TERMS AND CONDITIONS OF THE BID

Note: Bidders must read these conditions carefully and comply strictly while submitting their bids.

1) Bidder shall prepare the bid and submit it in a sealed envelope addressed to **Office of CDM & PHO, District Headquarter Hospital, Dist- Sundargarh, Pin-770001** and send it through Speed Post/Registered Post/ Courier only (no other means will be entertained). Each envelope should bear the name of bidder, along with the tender number. However the authorities shall not be responsible for postal and other delays in receipt of the bids.

2) Prospective Bidders are requested to remain updated for any notices /amendments, clarifications etc. to the Tender Document through the website **www. Sundargarh.nic.in / Notice board** of the office address mentioned at Sl.no.1. No separate notifications will be issued for such notices / amendments /clarifications etc. in the print media or individually.

3) The Bidders should note that Prices should not be indicated in the Technical bid and should be quoted only in the Price Bid. In case the prices are indicated in the Technical bid, the tender shall stand rejected.

4) EMD amount will be returned to unsuccessful bidders (authorized representative) on the day of opening of Price Bid and EMD of the successful bidder will be returned after the submission of Security Deposit.

5) The bids not submitted in prescribed format or in prescribed manner, shall be rejected by the Tender Committee at the risk and responsibility of the bidder.

6) All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously and without using abbreviations. The total figures should be written in figures followed by words.

7) Each page of the tender document should be signed by the bidder with seal, in token of having understood and accepted the terms and conditions of the contract and serially numbered and page marked.

8) A bid submitted cannot be withdrawn. The bidder or his authorized representative with valid ID (one person only) will be allowed to be present at the time of opening of tenders.

9) The Tendering Authority reserves, the right to accept any bid, and to annul the bid process and reject entire bids process at any time prior to award of contract, without assigning any reasons.

10) "Price Bid" shall be opened only those bidder qualifying the technical bid. The decision of the Tender Committee will be final.

12) All the transit risks shall be the responsibility of the supplier.

13) Failure to render service as per the approved technical specification may lead to forfeiture of security money deposit and blacklisting of the suppliers.

14) All the disputes shall be subjected to the jurisdiction of civil Courts situated in Sundargarh.

15) Bids shall remain valid for a period of one year from the date of finalization of the Tender.

16) Any matter which has not been covered under these provisions shall be governed as per the provisions of Odisha State Government Rules.

17) Furnish of security deposit of 10% of purchase order value excluding taxes in the form of an account payee demand draft/ fixed deposit receipt from a commercial bank to "ZSS Non NRHM", Payable at Sundargarh within twenty (21) working days from received of purchase order which will be returned back after six month of supply.

18) The supply should be completed within 45 days from the date of receipt of Purchase Order.

19) The items will be delivered to the office of the consignee i.e. CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, SUNDARGARH

20) LIQUIDATED DAMAGE:-

- 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.

21) The goods should be supplied to the FOR destination and no charge for freight should be claimed.

PAYMENT CONDITION:-

22) If installation for those equipments required then after submission of installation report and stock entry certificate 90% of the purchase order value will be paid to the supplying firm and another 10% of the purchase order value will be paid after receipt of the performance certificate after six weeks from the date of installation.



23) For those items where installation not required, 100% payment will be done to the supplying firm after receipt of the stock entry certificate.

24) All payments will be made within 45 days of submission of invoice, based on completion of respective terms & conditions.

25) Applicable TDS will be deducted on payment.

List of Items with Technical Specifications

SL No	Name of the items
1	Wechsler's Adult Performance Intelligence Scale
2	Malin's Intelligence Scale for Indian Children
3	Raven's Standard Progressive Matrices
4	Raven's Colored Progressive matrices
5	Bhatia's battery of Performance Tests of Intelligence (Complete Battery)
6	Bhatia's battery of Performance Tests of intelligence (Short Battery)
7	Seguin Form Board
8	Vineland Social Maturity Scale
9	Development Screening Test
10	Rorschach Psycho Diagnostics
11	Thematic Apperception Test
12	Children's Apperception Test
13	PGI Battery of Brain Dysfunction
14	Stanford-Binet Test of Intelligence
15	Hamilton Depression Scale
16	Hamilton Anxiety Scale
17	16 Personality Factors
18	Binet Kamath Test of Intelligence
19	NIMHANS SLD BATTERY
20	NIMHANS Neuro Psychological Battery
21	INCLIN- DIAGNOSTIC Tool

N.B:- The quantity of requirement may vary as per the requirement during the rate contract period.

CHECK LIST

(To be Submitted in Cover A Technical Bid)

Note : The documents has to be arranged serially as per the order mentioned in the check list

Please put tick mark in the respective box

COVER-A (TECHNICAL BID)		DOCUMENTS : SUBMITTED OR NOT		
		Page No	Yes	No
1	List of Item (s) - Annexure A			
2	Details of Manufacturing Unit / Contract person Liasining agent / serviceing centre (Annexure-I)			
3	Declaration from (annexure-II) signed by the Tenderer & adffidvit befor Notary public / Executive Magistrate			
4	Manufacturer's Authorization format (Annexure- c)			
5	Proof of avg. Annual turnover of Rs. 1 crore / More with audit repot for preceding 3 financial years (Annexure- D)			
6	Deviation / No Deviation Statement (Item wise) & Details of techincal specification (Annexure- B) leaflets/ Techincal Brochures of the products offerd (Item wise)			
7	Copy of Manufacturing License / import license			
8	Copy of Valid ISO Certificate			
11	Photocopy of PAN			
12	Photocopy of GST Registration Certificate			
13	Copy of original Tender and scheules, duly signed by the Tenderer			

Signature of the Tenderer



(To be submitted in Cover A- Technical Bid)

DETAILS OF THE TENDERER & LOCAL CONTACT PERSON

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Local Contact Person/ Branch Office / Zonal Office / Service Centre if any, in Orissa
Name & Full Address		
Telephone Nos., Landline		
Mobile		
Fax		
E- Mail		
Date of Inception	Copy of Certificate of incorporation of Manufacturer)	
Manufacturing License Nos	Copy of manufacturing license of Manufacturer	
Name of the issuing authority		
License valid upto		

Signature of the Tenderer:

Date:

Official Seal:



(To be submitted in Cover A- Technical 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 medical
equipments/ Assessment Tool Test Mateials. The approved rate will remain valid for a period of one
year from the date of approval. I will abide with all the terms & conditions set forth in the Tender
Reference no._____.

I / We do hereby declare I/ We have not been de-recognized/ black list by any state Govt. /
union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for supply of Not of
Standard Quality (NSQ) items / non- supply.

I / We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or
Security Deposits and Blacklist me / us for a period of 5 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 (S) bearing No. (S)
_____ 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 have a service centre / will establish a service centre
within one month of installation of the equipment in Orissa.

Signature of the bidder

Seal-

Date-

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary public.



(To be submitted in **Cover A- Technical Bid**)

MANUFACTURER'S AUTHORISATION FORMAT

To,

The CDM & PHO, Sundargarh
Deptt. Of Health & Family Welfare
Govt. of Odisha.

Ref: Tender No. _____ dated _____ for _____.

Dear Sir,

We, _____ are the manufacturers of _____
_____ (name of equipments (s) having factories at _____.

1. M/s _____ (Name and address of the agent) is our authorized agent for sale and service of _____ (name of equipment(s)).
2. We confirm that M/s. _____ (name of the above agent) is authorized to submit a tender, and enter in to a contract with for the above goods manufactured by us.
3. We also extend our full guarantee / warranty and also full back-up support for AMC/ CMC as required by the purchaser.

Yours faithfully

(Signature with date, name and designation)

For and on behalf of M/s _____

(Name & address of the manufacturers)

Seal

Note: This letter should be on the letter head of the manufacture and should be signed by a person having the power of attorney to legally bind the manufacturer.

1. Original letter shall be attached to the technical bid.
2. Separate certificates should be furnished for different manufacturer in case the bidder is quoting products of different manufacturers.

(To be submitted in Cover A -Technical Bid)

ANNEXURE – D

(To be furnished in the letter head of the Auditor/ Chartered Account)

ANNUAL TURN OVER STATEMENT

The Annual Turnover for the last three financial years of M/s _____ who is a Manufacturer /Distributor/Importer (Pl. tick whichever is applicable) are given below and certified that the statement is true and correct.

Sl.No.	Year	Turnover in (Rs.)
1.	2016 – 2017	-
2.	2017 – 2018	-
3.	2018 – 2019	-

Average Annual Turnover (for the above three years) in (Rs.) _____

Date:
Place:

Signature of Auditor/
Chartered Accountant
(Name in Capital)

Seal

Membership No.-

Registration No. of

FirmNote:

- To be issued in the letter head of the Auditor/Chartered Accountant mentioning the Membership no.
- Separate certificates should be furnished for different manufacturer/importer in case the bidder (authorized distributor) is quoting products of different manufacturers/importers. The authorized distributor has also to furnish his turnover statement in the above format.

To be submitted in Cover A -Technical Bid)

Annexure -B

STATEMENT REGARDING DEVIATIONS FROM TECHNICAL SPECIFICATIONS (IF ANY)

Following are the Technical deviations and variations from the purchaser's Technical Specifications.

Sl. No.	Item Name	Clause of Technical Specification	Statement of Deviations / Variations if any
1			
2			
..			
..			
..			

In case there is no deviation from technical specification, Pl. Mention No Deviation.

Signature of the Bidder

Name :

Date :

Place :

Seal



(To be submitted in Cover A -Technical Bid)
MANUFACTURER'S AUTHORISATION FORMAT

To

The Chief District Medical &
Public Health Officer, Sundargarh,
Odisha.

Ref: Tender No. _____ Dated _____ for _____.

Dear Sir,

We, _____ are the manufacturers of _____
_____ (name of item(s) and have the manufacturing factory at _____
_____.

1. Messrs _____ (name and address of the agent) is our authorized distributor for sale and service of _____ (name of item(s))
2. We confirm that no supplier or firm or individual other than Messrs _____ (name of the above distributor) is authorized to submit a tender and enter into a contract with you for the above goods manufactured by us.
3. We also extend our full warranty i.e 3 years comprehensive warranty as required by the purchaser.
4. We undertake that we have adequate infrastructure and spare part support to carry out the warranty services and do accept to provide uptime guarantee of 95% as per this tender.

Yours faithfully,

(Signature with date, name and designation)

For and on behalf of Messrs _____

(Name & address of the manufacturers)

Seal

Note :

1. This letter should be on the letterhead of the manufacturer and should be signed by a person having the power of attorney to legally bind the manufacturer.
2. Original letter shall be attached to the technical bid.



Annexure-B

To be submitted in Cover B- Price Bid

SI No.	Name of the Items	Manufacturer	Make/ Model	Cost (Rs) excluding GST, and other taxes	GST (%)	GST amount (Rs.)	Cost (Rs.) including GST
1	Wechsler's Adult Performance Intelligence Scale						
2	Main's Intelligence Scale for Indian Children						
3	Raven's Standard Progressive Matrices						
4	Raven's Colored Progressive matrices						
5	Bhatia's battery of Performance Tests of Intelligence (Complete Battery)						
6	Bhatia's battery of Performance Tests of intelligence (Short Battery)						
7	Seguin Form Board						
8	Vineland Social Maturity Scale						
9	Development Screening Test						
10	Rorschach Psycho Diagnostics						
11	Thematic Apperception Test						
12	Children's Apperception Test						
13	PGI Battery of Brain Dysfunction						
14	Stanford-Binet Test of Intelligence						
15	Hamilton Depression Scale						
16	Hamilton Anxiety Scale						
17	16 Personality Factors						
18	Binet Kamath Test of Intelligence						
19	NIMHANS SLD BATTERY						
20	NIMHANS Neuro Psychological Battery						
21	INCLIN- DIAGNOSTIC Tool						

[Handwritten Signature]

Signature of Bidder