

**OFFICE OF THE DIRECTOR  
ROURKELA GOVT. HOSPITAL, ROURKELA**

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**SECTION-I  
DATE & TIME OF TENDER SUBMISSION & FINALISATION**

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR SUPPLY OF **Furniture, Inverter, Printer & Refrigerator items etc. at Rourkela Govt. Hospital, Sundargarh, Odisha**

1	Period Availability of RFP Document	From: <b>28/9/2021</b> (Downloadable from website: <a href="http://www.sundargarh.nic.in">www.sundargarh.nic.in</a> )
2	Pre-bid Conference (to resolve all the issues, clarification regarding the bid of interested bidder)	<b>Date:- 11/10/2021 at 12.30 PM</b> <b>At Office Chamber of Director, RGH.</b>
3	Last date for submission of Tender & address	<b>Date:- 25/10/2021 Time: 5.00 P.M</b> <b>Address: OFFICE OF THE DIRECTOR, RGH,ROURKELA- 769004</b> <b>( Through Speed Post / Registered post / Courier only)</b>
4	Date, time and place of opening of Tender ( Technical & Financial Bid)	<b>Date: 26/10/2021 at 12.30 PM</b> <b>Place of Tender Opening : O/o Director, RGH</b> <b>( Bidders / authorised representative may remain present at the time of opening of tender)</b>

  
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**SECTION-II  
TERMS & CONDITIONS**

- Purchase of Tender Document: Tender document obtained by downloading from the website [www.sunderagarh.nic.in](http://www.sunderagarh.nic.in).
- The bidders downloading the tender document & required to submit the tender fee through Demand Draft along with their tender bid, failing which the tender bid shall be not be considered for qualifying in technical bid.
- The bidders must be submitting the tender in specified price bid format (Annex- II) which is downloading from website.
- The bidder(s) are to submit their tenders in separate sealed covered envelops for technical bid and price bid by super scribing Cover “A” (Technical Bid) & Cover “B” (Price Bid) and both the sealed covers should be put into a third outer Cover, which should be super scribed as **“TENDER FOR THE SUPPLY of Furniture, Inverter, Printer & Refrigerator items**
- The tender should reach to the under signed on or ***before Date 25/ 10/2021 at 05 PM*** through postal (speed post/registered post) service/ Courier Services only in the address **Office of the Director, Rourkela Govt. Hospital, Rourkela**
- The bidder or their duly authorized representatives are requested to be present during the opening of the tenders.
- **Tender document fee of Rs.500/- (Non refundable) in shape of Demand Draft in favour of Rogi Kalyan Samiti , Rourkela Govt. Hospital from any Nationalized Bank payable at Rourkela**
- **Earnest Money Deposit of Rs. 10,000/- ( Rupees ten thousand only)(Refundable) in shape of Demand Draft in favour of Rogi Kalyan Samiti , Rourkela Govt. Hospital from any Nationalized payable at Rourkela**
  - The EMD of successful bidder is liable to be forfeited if the tendered, revokes any terms of the tender within the validity period.
  - EMDs given by unsuccessful bidders will be refunded after opening of financial bid.
  - EMD of the successful bidder will be forfeited in case the successful bidder fails to accept/executes the order.
  - EMD of successful bidder will be returned after successful completion of terms & condition of supply certificate of all items.
  - EMD shall not carry any interest.
  - The furniture item etc, supplied by the firm should be of best quality and a strict view will be taken, if it is found defective at any stage during or after the delivery. In case of such lapses the office reserved the right of taking any action including termination of the contract without assigning any reasons whatsoever.

  
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**ACCEPTANCE OF TENDER AND SUPPLY CONDITIONS:**

- The Director, RGH reserves the right to reject the tenders or to accept the tenders for the supply of the item tendered without assigning any reason thereof.
- The Director, RGH will be at liberty to terminate the contract either wholly or in part without assigning any reasons thereof. The bidders will not be entitled to any compensation whatsoever for such termination.
- The supply should be completed as per terms of the supply order. If no supply is received as per the supply order, such orders will stand cancelled automatically without further notice. Penalties shall also thereafter be applied to the bidder.
- The approved firm shall also suffer forfeiture of the EMD and Security Deposit.
- If the approved supplier fails to execute the supply within the stipulated time, the Director, RGH is empowered to purchase the same items from L<sub>2</sub> or L<sub>3</sub> bidder with L<sub>1</sub> rate.
- The Director, RGH or his authorized representative (s) has the right to inspect the factory of those company who have quoted for the tender, before accepting the rate quoted by them or before releasing any purchase order (s) or at any point of time during the validity period of tender and has also the right to reject the tender or terminate / cancel the orders issued or not to reorder based on the facts brought out during such inspections.

**DELIVERY:-**

The items will be delivered to the office of the consignee i.e. DIRECTOR, ROURKELA GOVT. HOSPITAL, Rourkela

**LIQUIDATED DAMAGE :-**

- The Director, RGH 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. 45 days after being allowed by the Director, no further purchase order will be placed to the firm for the said item and the concerned firm will be blacklisted for three (3) years from the date of issue of letter for the said item.

  
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**TERMS OF PAYMENT :**

- **No advance payments towards cost of material will be made to the bidder.**
- **100% payment will be made after successful supply of the items to the supplying firm.**
- **No claims shall be made against the Director, RGH in respect of interest on earnest money deposit or security deposit or any delayed payment or any other deposit.**
- **Payments in shape of e-payment / PFMS transfer after submission of valid bill/invoice.**

**ELIGIBILITY CRITERIA**

Copy of

1. Tender fee of Rs.500/- (non-refundable) should be submitted issued from a Nationalised Bank in favour of Rourkela Government Hospital Society payable at Rourkela.
2. EMD money of Rs.10,000/- in shape of demand draft should be submitted issued from a Nationalised Bank in favour of Rogi Kalyan Samiti, Rourkela Govt. Hospital payable at Rourkela which will be refund after the validity of Tender.
3. Copy of valid GSTN registration certificate & GST return (August 2021) should be submitted with the Tender Document.
4. Copy of Income Tax return Certificate of Firm for Last three Years (2017-18, 2018-19 & 2020-21).
5. The bidder have a average annual turnover minimum 20 lakh for Last three Years ((2017-18, 2018-19 & 2020-21), a certificate from Chartered Accountant in this regard will be submitted.
6. Copy of PAN should be submitted with the Tender Document.
7. The firm should not been black listed from any Govt. / Ministry / PSU organization ( A certificate in this regard will be submitted with the tender) on a 20 Rs non judicial paper.

  
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**Other Term & Conditions**

1. The firm will have to submit an **undertaking the following in attached formats-**
    - a) Our organization has not been blacklisted by any Government Organization.
    - b) Our organization does not have any legal suit / criminal case pending against it for violation of GST/VAT/ST/CST Act or any other law.
    - c) The Director, RGH will have no liability regarding transportation, loading and unloading of material and all the material ordered for shall be delivered at the designated place in good condition. The defective or damaged material if any will be replaced by our Organization.
    - d) Our organization agrees to abide by all terms & conditions of tender.
- Our organization will quote prices inclusive of all taxes
2. Liquidated damage will be charged @ 0.5% per week beyond 45 days & up to 60 days subject to maximum 4% total from the date of issue of the purchase order. Once the delivery period exceed beyond the extended period with LD, purchase may be considered termination of the contract/Purchase Order.
  3. The undersigned/Committee is not bound to accept the lowest tender rate considering the technical and quality aspect.
  4. The goods should be supplied to the FOR destination and no charge for freight should be claimed.
  5. The rates should be mentioned as rate with GSTN and all other taxes cost in the prescribed Performa separately.
  6. The tender will not be entertained after due date & time fixed for.
  7. If any information or documents furnished by the tender are found to be incorrect or misleading at any stage the tender will be rejected.
  8. All the documents should be attested by the authorized signatory of the organization in **each page with seal**.
  9. The bidders are requested to regularly visit the district website- [www.sundargarh.nic.in](http://www.sundargarh.nic.in) for any corrigendum (s)/ update information.
  10. The approved rate will be valid for one year from the date of finalisation of the tender.
  11. All legal disputes are subject to the jurisdiction of Rourkela Courts.

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Director, Rourkela Govt. Hospital, Rourkela

  
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**FORWARDING LETTER/SELF DECLARATION FORM**

(To be submitted by Bidder's )

*[To be submitted in Technical Bid]*

**To,**

Office of the Director,  
Rourkela Govt. Hospital, Rourkela

**Dear Madam/Sir,**

**Sub:** Your Tender Ref. No. \_\_\_\_\_, Dated \_\_\_\_\_.

This is with reference to your above mentioned tender for **Furniture, Inverter, Printer & Refrigerator items**. Having examined the tender document, we hereby submit our proposal along with the necessary documents. I / We hereby declare that our Organization (registered distributor/ wholesaler/manufacturer) is having unblemished past record and was not under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India or any State Government/PSU in the country of India.

Further, we agree to abide by all the terms and conditions as mentioned in the tender document. We have also noted that, the authority/purchase committee reserves the right to consider/ reject any or all bids without assigning any reason thereof.

**Date:** \_\_\_\_\_/\_\_\_\_\_/2021

**Authorized Signatory:**

**Name:**

**Designation:**

**Place:**

**Phone:**

**Email:**

  
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*Annexure I*  
**TENDER FORMAT**  
**(Technical Bid) – Cover A**  
**(To be furnished in Cover A-Technical Bid)**

1	Name of the Organization	
2	Address of the Organization	
3	Name of authorized signatory <b>(in capital letters)</b>	
4	<b>Specimen signature</b> of the authorized signatory	
5	Telephone number & e-mail Id of authorized signatory / organization	
6	GSTIN Registration No. & GST return ( Last Month)	(Photo copy to be attached)
8	PAN No.	(Photo copy to be attached)
9	Draft number and date of the Tender <b>Document Cost of Rs. 500/- (Non-Refundable)</b>	(Draft to be submitted)
10	Draft No. & date of EMD of Rs 10,000/-	(Draft to be submitted)
11	Copy of Income tax return ( last three financial years) i.e (2017-18, 2018-19 & 2020-21)	(Photo copy to be attached)
12	Turnover certificate of annual average Minimum 20 Lakh from Chartered Accountant	
13	Declaration of the organization does not have any legal suit / criminal case pending. (in Affidavit)	(Undertaking)
14	<b><u>Submission of Bank Account Details:-</u></b> Bank a/c No., Name of the bank, Branch & IFSC code.	( photo copy of Bank account to be attached)
15	Whether <b>all documents</b> are submitted and signed by the authorized signatory of the organization in <b>each page with seal</b> (Yes/ No)	

**DECLARATION**

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is correct to the best of my /our knowledge. I / we understand that in case of any deviation in the above statement / furnishing of forged documents etc. at any stage, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

(Signature and seal of the authorized signatory)

Place :

Date :

  
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**ANNEXURE – II**

Sl no.	Name of the items	Preferable make/ made	Specification	Rate per Unit	GST	Total including GST
1	Printer with scanner	HP/ Canon	1. Print- Black and white. 2. Laser Printers. 3. Print, Scan & Copy. 4. Hi-speed USB 2.0; Fast Ethernet 10/100 base –Tx network port; Wireless 802.11 b/g/n .  5. Network capabilities – Via built –in 10/100 base –Tx networking.  6. Wireless capability –Yes , built in Wi-Fi 802.11b/g/n.  7. Mobile printing capability –Apple Air print™ ; Google Cloud Print™ ; Mobile Apps;			
2	Printer	HP/Canon	1. Print-Black & White.  2. Laser Printers.			
3	UPS	MICROTECK	650 VA			
4	Inverter, Battery with Trolley	Inverter (Microteck/ V Guard ) & Battery	Sinewave inverter 2.5 K.V.A ,3 Battery 150 AH,			
5	Inverter, Battery with Trolley	Inverter (Microteck/ V Guard ) & Battery	Sinewave inverter 1.5 K.V.A ,2 Battery 150 AH,			
6	Inverter	Inverter (Microteck/ VGuard	2.5 K.V.A Sinewave			
7	Inverter	Inverter (Microteck/ V Guard	1.5 K.V.A Sinewave			
8	Battery	Exide	150 AH			
9	Photo copier machine	Canon/ HP/ Sharp	1. RAM size: 1024 MB. 2. Connectivity Type: Wi-Fi 3. Power Source: DC 4. Laser Multifunction Printer with Duplex WiFi LAN print. 5. Print, Copy, Scan.			
10	Refrigerator	Godrej/LG/ HAIER	165 Liter, minimum 3star			
11	Refrigerator	Godrej/LG/ HAIER	195 Liter, minimum 3star			
12	Refrigerator	Godrej/LG/ HAIER	265 Liter, minimum 3star			
13	Computer Table		Made of ISI mark Commercial Board (Green Boarded / Duro make or equivalent ) of 19 mm with sliding key board tray storage shelf for CVT etc, Size -36X24X30.			
14	Computer Table		Made of ISI mark Commercial Board (Green Boarded / Duro make or equivalent) of 19 mm with sliding key board tray storage shelf for CVT etc, Size -48X24X30 with three drawers/ storage.			
15	Office Table		Size -3'X 2', Steel with wooden top, three draw with locker.			
16	Office Table		Size -3'X 4', Steel with wooden top, three draw with locker.			
17	Office Table		Size -4'X 4',Steel with wooden top, three draw with locker.			
18	High back Revolving chair		PU arms, PP base, Gas lift, PU molded seat & back cushion fabric tapestry (Swivel Tilt)			
19	Executive High back Revolving chair		PU arms, PP base, Gas lift, PU molded seat & back cushion. PP seat & back cover fabric tapestry (Swivel Tilt)			
20	Steel Rack		Size -6'X3' ,6 shelves			
21	Steel Rack		Size-3'X3' ,3 shelves			

  
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22	Steel Almirah	Godrej	Size -6'X3' ,4shelves			
23	File Cabinet		Steel, Size – 5 X 4 Shelves , Front size Glass with Locker.			
24	Wall Fan	Havells/ Crompton Greves	Warranty :2 years on product, Power :135 watts; Operating Voltage :220 -240 Volts			
25	Ceiling Fan	Havells/ Crompton Greves	Speed: 350 RPM, Power: 70 watts, warranty: 2 years on product.			
26	Inverter Air Conditioner (Window)	Carrier/ LG	1.5 ton, minimum 3 star with installation.			
27	Inverter Air Conditioner (Window)	Carrier/ LG	2 ton, minimum 3 star with installation.			
28	Inverter Air Conditioner (Split)	Carrier/ LG	1.5 ton, minimum 3 star with installation.			
29	Inverter Air Conditioner (Split)	Carrier/ LG	2 ton, minimum 3 star with installation.			
30	AC stabilizer	(Microteck/ V Guard	For 1.5 ton AC, copper binding			
31	AC stabilizer	(Microteck/ V Guard	For 2 ton AC, copper binding			

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