



OFFICE OF THE SUPERINTENDENT
GOVERNMENT MEDICAL COLLEGE & HOSPITAL, SUNDARGARH
At/Po-Sankara, Dist.-Sundargarh, Pin-770020, Odisha
email-sundargarhmchsuperintendent@gmail.com



LETTER No. 2974 /GMCH,SNG.

Dated, 11/11/2024/

To,

The District eGov. Manager,
Sundargarh.

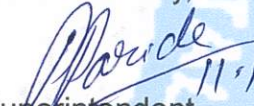
Sub: Uploading the Tender Call Notice in Sundargarh District Website.

Sir,

Please find herewith the copy of Tender Call Notice issued by the undersigned for Supply of Bedding Clothing & linen (BCL) items to Central Store, Government Medical College & Hospital, Sundargarh.

It is requested to kindly upload the said Tender Call Notice in Sundargarh district Website **sundargarh.odisha.gov.in** for information of general public.

Yours Faithfully,


11.11.24

Superintendent,

Government Medical College
& Hospital, Sundargarh.

Superintendent
Govt. Medical College & Hospital
SUNDARGARH

ସରକାରୀ ଭେଷଜ ମହାବିଦ୍ୟାଳୟ ଓ ଚିକିତ୍ସାଳୟ, ସୁନ୍ଦରଗଡ଼ର
ଶଯ୍ୟା, ପୋଷାକ ଏବଂ ଲାଇଲନ ସାମଗ୍ରୀ ଯୋଗାଣ ନିମନ୍ତେ
ବିଜ୍ଞାପନ ।



ଅଧ୍ୟକ୍ଷକ

ସରକାରୀ ଭେଷଜ ମହାବିଦ୍ୟାଳୟ ଓ ଚିକିତ୍ସାଳୟ,
ସୁନ୍ଦରଗଡ଼



OFFICE OF THE SUPERINTENDENT
GOVERNMENT MEDICAL COLLEGE & HOSPITAL, SUNDARGARH
At/Po-Sankara, Dist.-Sundargarh, Pin-770020, Odisha
E-mail: sundargarhmchsuperintendent@gmail.com



(HEALTH & F.W. DEPTT., GOVT. OF ODISHA)

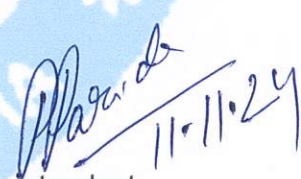
TENDER DOCUMENT FOR SUPPLY OF BEDDING CLOTHING & LINEN (BCL)
ITEMS TO GOVERNMENT MEDICAL COLLEGE AND HOSPITAL, SUNDARGARH
FOR THE YEAR-2024-25

RFP Reference No. 2973 /GMCH, Sng.

Dated, 11/11/2024

1. DATE OF COMMENCEMENT & DOWNLODING OF THE BID DOCUMENT: **From Date.11.11.2024**
2. LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS: **Date.26.11.2024 Up to 5.00 PM**
3. DATE & TIME OF OPENING OF TECHNICAL BID: **Date.27.11.2024 (11.30 AM)**
4. DATE & TIME OF OPENING OF FINANCIAL BID: **will be intimated Latter**
5. PLACE OF OPENING OF BID DOCUMENTS AND ADDRESS
FOR COMMUNICATION AND RECEIPT OF BID DOCUMENTS:

O/o Superintendent
Govt. Medical College & Hospital
District-Sundargarh-770020


Superintendent,
Government Medical College
& Hospital, Sundargarh

Superintendent
Govt. Medical College & Hospital
SUNDARGARH



**OFFICE OF THE SUPERINTENDENT
GOVERNMENT MEDICAL COLLEGE & HOSPITAL, SUNDARGARH
At/Po-Sankara, Dist.-Sundargarh, Pin-770020, Odisha
email-sundargarhmchsuperintendent@gmail.com**



LETTER No. 2973 /GMCH,SNG.

Dated, 11/11/2024/

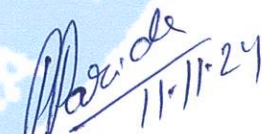
TENDER CALL NOTICE

Sealed tenders are hereby invited from Registered and Reputed Manufacturers / Authorized Agencies/Supplier Authorised Distributors / Dealers / Stockists / Firms for **Supply of Bedding Clothing & linen (BCL) items to Government Medical College and Hospital, Sundargarh**. The bid document containing the terms and conditions regarding Tender call notice please log on to the district web site www.sundargarh.odisha.gov.in & college web site www.gmchsng.odisha.gov.in

Modification/Corrigendum, if any detected/felt necessary at a later stage will be duly published and noticed in the above website. Hence the bidders are advised to check the official website of the Govt. Medical College & Hospital, Sundargarh & Sundargarh district website.

Last date of submission of tender is **26.11.2024 by 05:00 PM**. No tender will be received after due date and time. The bidders have to submit sealed tender papers by the due date only by Speed Post/Regd. Post/Courier in the **office of the Superintendent, Govt. Medical College & Hospital, Sundargarh, At-Talsankara, Po-Sankara, Ps-Town Sundargarh, Dist-Sundargarh, Odisha, Pin-770020**.

Superintendent, Govt. Medical College & Hospital, Sundargarh reserves the right to accept or reject any or all the tenders without assigning any reason thereof.


Superintendent,
Government Medical College
& Hospital, Sundargarh
Superintendent
Govt. Medical College & Hospital
SUNDARGARH

Terms and Conditions

1. The bidder(s) are to submit their bid documents in separate sealed covered envelopes for Technical Bid and Price Bid by superscribing **Cover 'A' (Technical Bid)** and **Cover 'B' (Price Bid)** & both the sealed covers envelop should put into a third outer cover envelope which should be superscribed as **"TENDER DOCUMENT FOR SUPPLY OF BEDDING CLOTHING & LINEN (BCL) ITEMS TO GOVERNMENT MEDICAL COLLEGE AND HOSPITAL, SUNDARGARH FOR THE YEAR-2024-25"** with the RFP No. & Date. All the pages of the tender papers should be duly endorsed by the bidder with seal.
2. The authority is not responsible for any type of postal delay. Sealed bids documents should reach to the office of the **Superintendent, Govt. Medical College & Hospital, Sundargarh, At-Talsankara, Po-Sankara, Ps-Town Sundargarh, Dist-Sundargarh, (Odisha), Pin-770020. on before 26.11.2024, up to 05:00 PM.** Any Tender paper received after the due date and time will be rejected/returned to the sender unopened. The tender paper will be received through **Speed Post/Regd. Post/Courier** only. No physical tender papers will be received by hand.
3. The sealed bid documents will be opened in the presence of the members of Purchase committee and the bidder or their duly authorized representatives. In case the scheduled date is declared Holiday the tenders shall be opened on next working day.
4. The tender documents should be clearly written/types without any correction, interpolations and overwriting. Each page of the tender should bear the signature & stamp of the tenderer.
5. All copies of the tender document should be serially numbered, self-attested and stamped. If any information or documents furnished by the tenderer are found to be incorrect or misleading at any stage, the tender will not be considered for evaluation and shall be rejected.

Tender processing Fee and EMD

1. Tender Fee of **Rs.2,000/- Rupees (Three Thousand)** only (Non-refundable) should be submitted in shape of Demand Draft issued from a Nationalized Bank in favour of **SUPERINTENDENT GMCH SNG MISC AC (SBIN0064550)** payable at Sundargarh.
2. **EMD of Rs.30,000/- Rupees (Fifty Thousand)** only should be submitted in shape of Demand Draft issued from a Nationalized Bank in favour of **SUPERINTENDENT GMCH SNG MISC AC (SBIN0064550)** payable at Sundargarh. However, the EMD of the unsuccessful bidders will be returned after completion/finalization of the tender process and for successful bidders the EMD amount will be return without any interest after completion of the tender tenure with satisfactory performance. In case of selected valid MSME holder and Non-MSME holder submit Security Deposit of 2% of supply order value in shape of DD/Banker Guarantee within 7 days of issue of supply order.

Technical bid

1. Bidder (Manufacturer/Distributor) should have proof of supply of at least 3 Nos of the quoted Bedding Clothing & Linen (BCL) Items to any Govt. Hospital/Govt. Institution/Corporate Hospital/PSU Hospital/UN Agency during last three financial years (2020-2021, 2021-2022 & 2022-2023). The experience/ End User Certificate in support of supply must be submitted along with the bid document.
2. Proof of Annual Turnover of Bidder (Manufacturers/Distributors) of **Rs.3 lakh** or more during the financial years **(2020-2021, 2021-2022 & 2022-2023)** taken together from a registered Chartered Accountant shall be submitted.


11.11.24 3 | Page

3. The copy of the Audited financial statement by Registered **Chartered Accountant including ITR, Balance Sheet and Profit & Loss A/c.** showing for the last three financial years (**2020-2021, 2021-2022 & 2022-2023**) shall be submitted.
4. Copy of valid up to date **MSME Certificate** should be attached with tender documents.
5. Copy of Valid **ISO Certificate** of the Manufacturer/Authorised Supplier/Agency should be attached with tender documents.
6. Copy of valid **GST Registration Certificate** should be attached with tender documents.
7. Copy of Valid **PAN Card** should be attached with tender documents.
8. The Bidder should have the valid **Manufacturer/Authorised Supplier/Agency/Distributor Certificate** for Supply of Bedding Clothing & Linen (BCL) Items.
9. Copy of Valid **License of the Manufacturer/Authorised Supplier/Agency** should be attached with tender documents.
10. Copy of the declaration as per format **Annexure-V** should be attached with the tender documents.
11. The tenderer should submit/furnish a Undertaking Certificate (**as per Annexure-VII**) in the tender to the effect that, "the price quoted by them is not more than the open market price. However, in circumstances when the price decreases during the contract period, the approved supplier, should intimate the same to the purchasing authority.
12. Tenders will be evaluated as per the specification mentioned in the list of items attached in List Items **Annexure-I** and Price Bid will be opened only for the bidders who qualify in the Technical Bid. The cost of the unit item excluding GST will be evaluated/Compared.

Price bid

1. The tender format (Price Bid) in the prescribed format (**as per Annexure-IV**), must be maintained items list Sl. No and submitted inside sealed price Bid cover. The rate should be quoted for each item in figures only and not in words. Only two decimal points (paise) will be taken into consideration ignoring the rest digits. Hand written price bid are not accepted.
2. The rate should be mentioned excluding GST. The GST amount & Total amount for each item should be mentioned in a separate column in the same sheet.
3. Price/Rate should be quoted as per the detail given in the list of items, if multiple rates quoted for single items, then that rate will not be taken into consideration.

Supply and Delivery

1. If any items found to be defective/damage/not of standard quality, the same shall be replaced by the supplier at his own cost within a maximum duration period of 30 days and take back the unused/defective available stock from the store. In case the supplier fails to replace the stocks within the stipulated time period, the performance security will be forfeited. No further purchase order will be placed to the Authorised agency/firm/supplier for the items.
2. If the approved lowest eligible supplier fails to supply items within 15 days of receiving supply order, the same shall be procured from the L2 suppliers.
3. The goods should be supplied to the Freight on Road (FOR) Destination and no extra charge for freight should be claimed.
4. Rates quoted shall remain valid for a period of one year from the date of finalization of the tender.

M. R. D.
11/11/24

5. The items (Sl. No.1,2,3,4,5,6,7,8,9,10,11 and 24) to be stitch a tag with a logo of both English “**Government of Odisha Supply**” and Odia “ଓଡ଼ିଶା ସରକାରଙ୍କ ଦେ-ମାଗ”.

Payment

1. Bills in triplicate for the items supplied by the selected firm(s), should be raised for payment. Payment shall be released after deducting TDS as per GST & Income Tax Rules and any other deductions as per Government rules only after it is ensured that the items/quantity and quality of items supplied are to the entire satisfaction of this office and accepted.
2. 100% payment shall be made after submission of stock entry certificate from the concerned authority and as per the availability of fund.

General Condition

1. The material should be good quality and durability. The selection will be made on quality followed by price. Selection of the items by the committee members is final.
2. Sample test should be done if required by the committee members.
3. If any product after use found to be "not of Satisfactory Quality/ Not as per the Parameter/ Not as per Sample" such item will be declared as "Not of Satisfactory Quality" on the basis of the report of the concerned user. The said product shall be freezed. The supplier has to replace fresh stock as per the purchased quantity and take back the freezed stock. In case the supplier fails to replace the stocks with in the time frame fixed by the authorities. Penalty shall be imposed as deemed fit.
4. The technically qualified bidder quoting the lowest rate combinedly for all 24 items will be selected as L1 bidder for award of contract and next qualified bidder quoting next higher rate will become L2, L3.....accordingly.
5. No claim shall be against the Superintendent, Govt. Medical College & Hospital, Sundargarh in respect of interest on earnest money deposit or security deposit or any delayed payment or any other deposit.
6. If there is any typographical error in the tender documents the decision of Superintendent, Govt. Medical College & Hospital, Sundargarh is final.
7. According to our requirement supply order will be given.
8. The Institute reserves the right to accept in part or in full or reject any or more Tender/offer without assigning any reasons or cancel the tendering process and reject all Tender at any time prior to award of contract, without accepting any liability, whatsoever.
9. Jurisdiction: All disputes are subject to the jurisdiction of Sundargarh courts only.

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IMPORTANT INSTRUCTIONS TO BE NOTED CAREFULLY BY THE TENDERERS

1.	Mode of Procurement	Through Open Tender
2.	Purchaser	Superintendent, Govt. Medical College & Hospital, Sundargarh.
3.	Consignee	Deputy Medical Superintendent (Store), Govt. Medical College & Hospital, Sundargarh.
4.	Delivery Period	Within 15 days from issue of Purchase Order.
5.	Mode of Delivery	By Air/Road/Rail
6.	EMD	Rs.30,000/- Rupees (Thirty Thousand) only per tender. The Earnest Money Deposit should be in the shape of Demand Draft/Banker's Cheque only in favour of SUPERINTENDENT GMCH SNG MISC AC , Sundargarh drawn in any Nationalized Bank/Scheduled Payable at Sundargarh.
7.	Security Deposit	The Qualified Supplier has to submit Security Deposit of 2% of supply order value in shape of DD/Banker Guarantee within 7 days of issue of supply order. The Security Deposit is to be refunded after completion of the validity period of the Tender or 1 year from the supply of such items whichever is earlier without any interest. The Security Deposit will be forfeited in the followings cases:- - Any violation of the terms & conditions of Tender. - If the items supplied is not of Standard quality. - Blacklisting of the Agency/Supplier. - Access payment if done wrongly.

Handwritten signature
11/11/24

ANNEXURE-1

SL. NO.	NAME OF THE ITEMS	SPECIFICATION	SIZE	UNIT
1	BEDSHEET	FABRIC AS PER ISI SPECIFICATION WITH HOLOGRAM (ANNEXURE-VIII)	LENGTH-230-240CM X WIDTH-150-160CM	1 NOS
2	PILLOW	100% PURE COTTON PILLOW	LENGTH-55CM X WIDTH-30CM	1 NOS
3	PILLOW COVER	100% PURE COTTON COVER	LENGTH-55CM X WIDTH-30CM	1 NOS
4	DRAWSHEET		LENGTH-6FT X WIDTH-5FT	1 SHEET
5	GREEN TOWEL		LENGTH-5FT X WIDTH-3FT	1 NOS
6	MATTRESS	ADULT	LENGTH-77 INCH X WIDTH-36 INCH X HEIGHT- 4 INCH	1 NOS
7	MATTRESS	PAEDIATRIC	LENGTH-77 INCH X WIDTH-36 INCH X HEIGHT- 4 INCH	1 NOS
8	TOWEL	SMALL	LENGTH-25 INCH X WIDTH-12INCH	1 NOS
9	TOWEL	BIG	LENGTH-70 INCH X WIDTH-35 INCH	1 NOS
10	BLANKET	ADULT	LENGTH-90 INCH X WIDTH-60 INCH	1 NOS
11	BLANKET	PAEDIATRIC	LENGTH-45 INCH X WIDTH-32 INCH	1 NOS
12	OT GOWN		GREEN, SIZE- L	1 PIC
13	OT GOWN		GREEN, SIZE- XL	1 PIC
14	PATIENT GOWN	ADULT	SIZE- L	1 PIC
15	PATIENT GOWN	PAEDIATRIC		1 PIC
16	PATIENT GOWN	BABY		1 PIC
17	GREEN SHEET CLOTH	SMALL		1 PIC
18	GREEN SHEET CLOTH	MEDIUM		1 PIC
19	GREEN SHEET CLOTH	BIG		1 PIC
20	MAKINTOSH SHEET	ROLL	WIDTH-40 INCH	1 MTR
21	DRAPE SHEET		LENGTH-6FT X WIDTH-5FT	1 SHEET
22	SCRUB SUIT ROUND NECK	MALE	SIZE-S,M,L,XL,XXL	1 PAIR EACH
23	SCRUB SUIT ROUND NECK	FEMALE	SIZE-S,M,L,XL,XXL	1 PAIR EACH
24	MOSQUITO NET	SINGLE BED, REINFORCEMENT	BOTTOM : 8-10 INCH LENGTH : 80 INCH BREADTH : 40 INCH HEIGHT : 60 INCH	1 NOS

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LIST OF ITEMS QUOTED
(To be submitted with Cover-A: Technical Bid)

Sl. No.	Sl. No. of the Item (As per item List in Pro Forma-(Annexure-I)	Name of the Item	Specification	Manufacturer/ Authorised Manufacturer Name
1	2	3	4	5

Authorised Signatory
 (Signature and seal of the Authorised Signatory)

Place:
 Date:



CHECK LIST PROFORMA FOR TECHNICAL BID INFORMATION ABOUT THE BIDDER

(To be furnished in Cover "A" Technical Bid)

(Please arrange the documents serially in the following order and make the page numbering of the entire bid document and mention page no. in the column "Page no." against the particulars in the check list as mentioned below for ease of scrutiny)

Sl. No.	Particulars	Submitted		Document Page No.
		Yes	No	
1	Name of the Bidder			
2	Address of the Bidder			
3	Tender Paper Cost (Non-refundable) DD of Rs.2,000/-			
4	EMD (Earnest Money Deposit) DD of Rs.30,000/-			
5	Up to date MSME Certificate			
6	Affidavit in Rs.20/- Stamp Paper for not being blacklisted. (As per Annexure-V)			
7	List of Quoted Item (in given format (Annexure-I) for total list of 24 items			
8	Manufacturer's Authorization Certificate in original for distributor/Wholesaler (Annexure-VI)			
9	Copy of Valid Manufacturing License for Bedding Clothing & linen (BCL) items of Manufacturer			
10	Certified Copy of Valid ISO Certificate of Manufacturer			
11	Photo copy of Valid PAN Card			
12	Photo copy of Valid GST Registration Certificate			
13	Photo copy of GST Return for the last Quarter shall be submitted.			
14	Proof of Annual Turnover (Rs.3 lakhs or more) for last three-year financial years (2020-21, 2021-2022 & 2022-23) taken together from a registered Chartered Accountant			
15	Audited Financial Statement by Regd.C.A. of last three-year F.Ys. (2020-2021, 2021-2022 & 2022-23) which includes ITR, Profit & Loss A/c & Balance Sheet shall be submitted.			
16	Performance report/End User Certificate during last three F.Ys (2020-21, 2021-2022 & 2022-23) regarding supply of of quoted items to any Govt. Hospital/Govt. Institution/Corporate Hospital/PSU Hospital/UN Agency) Purchase order in support shall be submitted.			
17	Undertaking Certificate of Price not more than the market price where such rate exists. (Annexure-VII)			
18	Copy of original Tender and schedules, duly signed by the Bidder			

Authorised Signatory
(Signature and seal of the Authorised Signatory)

Place:
Date:

(Signature)
11/11/24

PROFORMA FOR FINANCIAL BID

Sl. No.	Sl. No. of items as per items list (Annexure-I)	Name of the Items	Specification (Piece/Packet/ ML/ Litre/ Kg/ Gm)	Name of the Manufacturer	Each Rate (Rs.) Exclusive of all taxes	GST in %	Each Rate (Rs.) Inclusive of all taxes
1	2	3	4	5	6	7	8

Authorised Signatory
(Signature and seal of the Authorised Signatory)

Place:
Date:

[Signature]
11.11.24

DECLARATION FORM BY THE BIDDER

(Affidavit from Notary Public or Executive Magistrate with Rs.20/- Non-judicial Stamp Paper)

I/We having our
office at

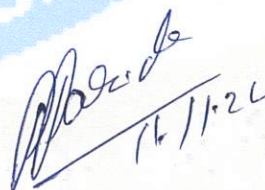
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do declare that I/we have carefully read all the terms & conditions of tender of Superintendent, Government Medical College & Hospital, Sundargarh, Health & Family Welfare Department, Government of Odisha for the supply of Bedding Clothing & linen (BCL) items. The approved rate will remain valid for a period of one year from the date of approval. I/We will abide by all the terms & conditions set forth in the Tender No...../GMCH/SNG Dated

I/We do hereby declare that I/we have not been de-recognised / black listed by any State Government / Union Territory / Government of India / any other Organisation for any reason.

I/We further declare that I/we possess valid documents as per the terms and conditions of the tender. Tender inviting Authority, can, at any time, physically verify the original documents or get clarifications in this regard from any authority, as deemed proper.

Signature of the bidder/ bidders with Seal
Name & Address of the Firm

Place:
Date:



MANUFACTURER'S AUTHORISATION FORMAT

To,
The Superintendent,
Government Medical College & Hospital,
Sundargarh.

Sub: LETTER OF AUTHORISATION.

Ref: Tender No...../GMCH/SNG, Dated.....

Madam/Sir,
I/We..... Who are established and reputed
manufacturers of having factories at
..... do hereby authorize to submit
the bid and sign the contract as per the above referred tender and also true raise
bills, collect payment, as per rule.

I/We also extend our full guarantee for the items quoted by
..... as
per the terms and conditions in the above referred tender.

Yours faithfully,

Authorised Signatory

Paride
11/11/24

UNDERTAKING

I/We _____ having
My/our _____ office at _____

do hereby declare that I/We will supply the ordered items after becoming lowest responsive bidder as per tender terms, conditions, specification [Bid Reference No. _____ Dtd. _____] and conditions as laid down in the purchase order.

I/We declared that the Tender Inviting Authority **can blacklist me/us for a period of 3 years** if we withdraw bid after opening of price bid and / or approval of rate contract or unable to supply ordered items at approved rate within the stipulated period.

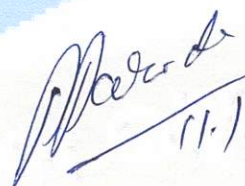
I/We further declare that the price quoted is not more than the Open Market Price where such rate exists.

Signature of the Bidder :

Full Name :

Mobile No. :

Date. :


11.11.27

PRINTING OF LOGO IN BED SHEET IN BOTH SIDE

	Govt. Medical College & Hospital, Sundargarh	
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N.B: The size of front (character) should be minimum of 3 inch on length side.

Pragati
11/11/24