



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



LETTER No. 2552/GMCH,SNG.

Dated, 06/10/2025

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 Contingency, Sanitary and other Miscellaneous Items to 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,


Superintendent
Government Medical College
& Hospital, Sundargarh.

Superinten
Govt. Medical College & Hospital
SUNDARGARH



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 CONTINGENCY, SANITARY AND OTHER MISCELLANEOUS ITEMS TO GOVERNMENT MEDICAL COLLEGE AND HOSPITAL, SUNDARGARH FOR THE YEAR-2024-25

RFP Reference No. 2551 /GMCH, Sng.

Dated, 06/10/2025

1. DATE OF COMMENCEMENT & DOWNLOADING OF THE BID DOCUMENT: From Date.06.10.2025
2. LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS: Date.29.10.2025 Up to 5.00 PM
3. DATE & TIME OF OPENING OF TECHNICAL BID: Date.30.10.2025 (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



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GOVERNMENT MEDICAL COLLEGE & HOSPITAL, SUNDARGARH
At/Po-Sankara, Dist.-Sundargarh, Pin-770020, Odisha
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LETTER No. 2551 /GMCH,SNG.

Dated, 06/10/2025

TENDER CALL NOTICE

Sealed tenders are hereby invited from Registered and Reputed Manufacturers / Authorized Agencies/Supplier Authorised Distributors / Dealers / Stockists / firms for **Supply of Contingency, Sanitary and other miscellaneous 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 **29.10.2025 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 CONTINGENCY, SANITARY AND OTHER MISCELLANEOUS 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 29.10.2025, 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.1,000/- (Rupees One 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.10,000/- (Rupees Ten 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 kept as Performance security. The performance security amount will be returned without interest after completion of the tender tenure with satisfactory performance.
3. In case of selected MSME certificate participant, who have claimed exemption of EMD, have to deposit **Performance Security of 10,000/- (Rupees Ten Thousand only)** in shape of DD/Bank Guarantee in favour of **SUPERINTENDENT GMCH SNG MISC AC (SBIN0064550)** payable at Sundargarh within 15 days of supply order. The Performance Security amount will be returned after completion of tender tenure.

Technical bid

1. Bidder (Manufacturer/Distributor) should have proof of supply of at least 3 Nos of the quoted Contingency, Sanitary and other Miscellaneous Items to any Govt. Hospital/Govt. Institution/Corporate Hospital/PSU Hospital/UN Agency during last three financial years (2022-2023, 2023-2024 & 2024-2025). 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. 5 lakh** or more during the financial years (2022-2023, 2023-2024 & 2024-2025) taken together from a registered Chartered Accountant shall be submitted.
3. The copy of the Audited financial statement by Registered **Chartered Accountant including ITR** showing for the last three financial years (2022-2023, 2023-2024 & 2024-2025) shall be submitted.
4. Copy of valid up to date **MSME Certificate** should be attached with tender documents.
5. Copy of valid **GST Registration Certificate** should be attached with tender documents.
6. Copy of Valid **PAN Card** should be attached with tender documents.
7. 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.
8. Copy of the declaration as per format **Annexure-V** should be attached with the tender documents.
9. 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 or also not more than MRP price.

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 the items within 15 days of receiving supply order, the same shall be procured from the L2 suppliers in L1 price.
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.

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 technically qualified bidder quoting the lowest rate for each item will be selected as L1 bidder for award of contract and next qualified bidder quoting next higher rate will become L2, L3.....accordingly.
2. 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.
3. If there is any typographical error in the tender documents the decision of Superintendent, Govt. Medical College & Hospital, Sundargarh is final.
4. According to our requirement supply order will be given.
5. 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.
6. Jurisdiction: All disputes are subject to the jurisdiction of Sundargarh courts only.


Superintendent,
GMCH, Sundargarh

Superintendent
Govt. Medical College & Hospital
SUNDARGARH

ANNEXURE-1

Sl. No.	NAME OF THE ITEMS	SPECIFICATION	UNIT
A.	CONTIGENCY ITEMS		
1	PEN Use & Through	BLUE	1 NOS
2	PEN Use & Through	RED	1 NOS
3	PEN Use & Through	BLACK	1 NOS
4	PEN Use & Through	GREEN	1 NOS
5	PENCIL		1 NOS
6	ERASER		1 NOS
7	SHARPNR		1 NOS
8	STEEL SCALE	30 CM	1 NOS
9	STEEL SCALE	60 CM	1 NOS
10	PAPER WEIGHT	GLASS	1 NOS
11	PAPER WEIGHT	PLASTIC/FIBER	1 NOS
12	PERMANENT MARKER PEN	BLUE	1 NOS
13	PERMANENT MARKER PEN	BLACK	1 NOS
14	PERMANENT MARKER PEN	RED	1 NOS
15	PERMANENT MARKER PEN	GREEN	1 NOS
16	POINTED MARKER PEN	BLUE	1 NOS
17	POINTED MARKER PEN	BLACK	1 NOS
18	POINTED MARKER PEN	RED	1 NOS
19	POINTED MARKER PEN	GREEN	1 NOS
20	HIGHLIGHTER PEN		1 NOS
21	WHITENER		1 NOS
22	CALCULATOR	14 DIGIT	1 NOS
23	CALCULATOR	16 DIGIT	1 NOS
24	STAPLER	NO-10	1 NOS
25	STAPLER	NO-45	1 NOS
26	HEAVY DUTY STAPLER		1 NOS
27	STAPLER PIN	NO-45	1 PKT
28	STAPLER PIN	NO-10	1 PKT
29	HEAVY DUTY STAPLERN PIN		1 PKT
30	PAPER PUNCHING	SINGLE	1 NOS
31	PAPER PUNCHING	DOUBLE	1 NOS
32	GUM	300 ML	1 BOTTLE
33	GLUE STICK		1 NOS
34	A4 CARBON	PKT OF 100	1 PKT
35	A4 SIZE PAPER	70 GSM	1 PKT
36	A3 SIZE PAPER	70GSM	1 PKT
37	REGISTER	PAGES-196	1 NOS
38	REGISTER	PAGES-288	1 NOS
39	REGISTER	PAGES-384	1 NOS
40	REGISTER	PAGES-120	1 NOS

41	REGISTER	PAGES-160	1 NOS
42	REGISTER	PAGES-192	1 NOS
43	REGISTER	PAGES-320	1 NOS
44	NOTE BOOK 15.5 X 19 CMS	PAGES-256	1 NOS
45	ATTENDANCE REGISTER	BINDING	1 NOS
46	ATTENDANCE REGISTER	PLAIN	1 NOS
47	ISSUE REGISTER		1 NOS
48	DESPATCH REGISTER		1 NOS
49	PEON BOOK		1 NOS
50	FLY LEAF	THIN	1 NOS
51	FLY LEAF	THICK	1 NOS
52	ARCH FILE	BOARD LEVER ARCH FILE	1 NOS
53	BOARD FILE		1 NOS
54	COVER FILE		1 NOS
55	PLASTIC FOLDER FILE		1 NOS
56	PVC MINI FILE FOLDER		
57	COBRA SPRING FILE		
58	STAMP	PER LINE	PER LINE
59	STAMP PAD PURPLE	109MM X 67MM	1 NOS
60	STAMP PAD BLACK	109MM X 67MM	1 NOS
61	STAMP PAD RED	109MM X 67MM	1 NOS
62	STAMP PAD PURPLE	126MM X 77MM	1 NOS
63	STAMP PAD INK PURPLE	50 ML	1 BOTTLE
64	STAMP PAD INK BLACK	50 ML	1 BOTTLE
65	STAMP PAD INK RED	50 ML	1 BOTTLE
66	TAG	10 INCH	1 BUNDLE
67	ALPIN	PKT OF 50	1 PKT
68	PAPER CLIP PIN	PKT OF 12	1 PKT
69	BINDER CLIP	PKT OF 12	1 PKT
70	WALL CLOCK	ANALOG 30 CM X 30 CM	1 NOS
71	WALL CLOCK	DIGITAL	1 NOS
72	LOCK & KEY	ROUND-40	1 NOS
73	LOCK & KEY	ROUND-45	1 NOS
74	LOCK & KEY	ROUND-50	1 NOS
75	NAME TAG OFFICE KEY RING	PLASTIC	1 NOS
76	DOOR MAT	SIZE-6 X 2 FEET	1 NOS
77	DOOR MAT	SIZE-8 X 2 FEET	1 NOS
78	DOOR MAT BATHROOM	SIZE -5 X 2 FEET	1 NOS
79	PAPER WEIGHT		1 NOS
80	GLASS TUMBLER	PKT OF 6	1 PKT
81	GLASS COVER (COASTER)	PKT OF 6	1 PKT
82	STEEL GLASS		1 NOS

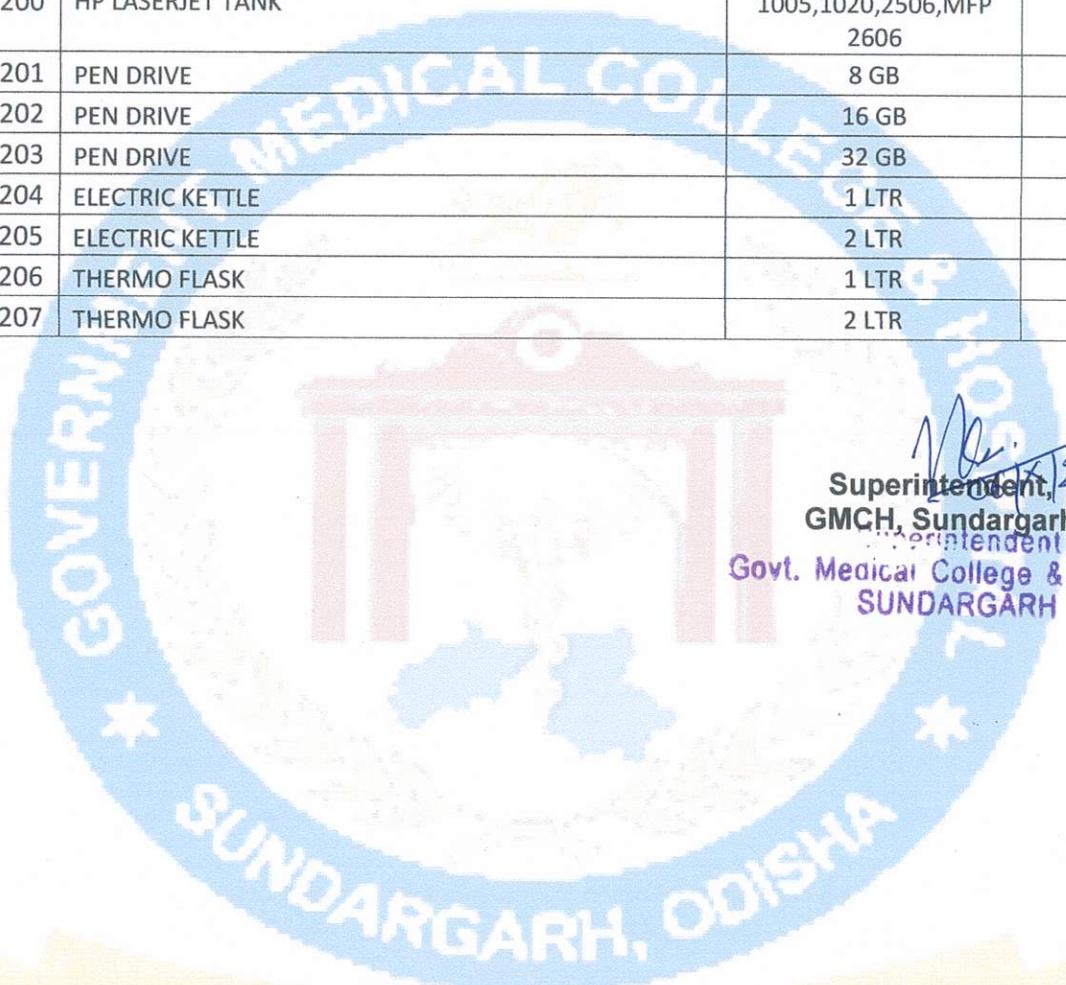
83	TABLE GLASS	PER SQ. FT- 1/2 INCH THIN	PER SQUERE FT
84	CALLING BELL		1 NOS
85	OFFICE DUSTBIN	10 LTR	1 NOS
86	OFFICE DUSTBIN OPEN	10 LTR	1 NOS
87	TISSUE PAPER		1 PKT
88	TEA CUP SET	PKT OF 6	1 SET
89	EXAM BOARD	PLASTIC	1 NOS
90	SLEEPER	SIZE-6	1 PAIR
91	SLEEPER	SIZE-7	1 PAIR
92	SLEEPER	SIZE-8	1 PAIR
93	SLEEPER	SIZE-9	1 PAIR
94	NOTICE BOARD	SIZE-3 X 4 FT	1 NOS
95	NOTICE BOARD WITH GLASS COVER	SIZE-3 X 4 FT	1 NOS
96	WHITE BOARD	SIZE-3 X 4 FT	1 NOS
97	WHITE BOARD MARKER	BLUE	1 NOS
98	WHITE BOARD MARKER	BLACK	1 NOS
99	WHITE BOARD DUSTER		1 NOS
100	PLASTIC BUCKET	10 LTR	1 NOS
101	PLASTIC BUCKET	15 LTR	1 NOS
102	PLASTIC BUCKETS	20 LTR	1 NOS
103	PLASTIC MUG	1 LTR	1 NOS
104	MEASURING MUG TRANSPARENT	1 LTR	1 NOS
105	TOURCH LIGHT	SMALL	1 NOS
106	PENCIL BATTERY	AA	1 NOS
107	PENCIL BATTERY	AAA	1 NOS
108	PENCIL BATTERY RECHARGABLE WITH CHARGER	AA	1 NOS
109	PENCIL BATTERY CHARGER	AA	1 NOS
110	DISTA PAPER	WHITE	1 DISTA
111	NOTICE BOARD PIN	PKT OF 50	1 PKT
112	PAPER ENVELOPES	A4 SIZE	1 NOS
113	PAPER ENVELOPES	SIZE-11" X 5" INCH	1 NOS
114	SCISSOR	MEDIUM	1 NOS
115	SCISSOR	TAILOR	1 NOS
116	MATCH BOX		1 PKT
117	CANDLE		1 NOS
118	COLOUR FLAG		1 NOS
119	TABLE CLOTH PER MT	100% PURE COTTON	PER METER
120	RUBBER BAND 50G	500 GM	1 PKT
121	RUBBER BAND 200G	500 GM	1 PKT
122	CELLO TAPE	WHITE 1"	1 NOS
123	CELLO TAPE	WHITE 3"	1 NOS
124	CELLO TAPE	BROWN 3"	1 NOS

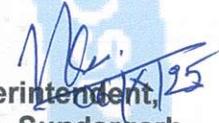

 Superintendent
 Govt. Medical College & Hospital
 SUNDARGARH

125	SUTULI	100 GM	1 ROLL
126	PHUDNI		1 NOS
127	MEASURING TAPE 5 MTR	measurement tape has been designed to be compact and handy. It provides accurate measurements. It has a foldable scale that has a length of approximately 5 m and lets you take readings in inches, metres, and centimetres.	1 NOS
128	PAGE NUMBERING MACHINE		1 NOS
129	WHITE BOARD MARKER INK	BLUE (15 ML)	1 BOTTLE
130	WHITE BOARD MARKER INK	BLACK (15 ML)	1 BOTTLE
131	ZIP LOCK POUCH	(SIZE-4W X 5L)"	1 NOS
132	ZIP LOCK POUCH	(SIZE-6W X 8L)"	1 NOS
133	ZIP LOCK POUCH	(SIZE-8W X 10L)"	1 NOS
134	ZIP LOCK POUCH	(SIZE-W 8X 12L)"	1 NOS
135	LOCK CHAIN SS	10L X 10W X 10H	1 NOS
136	WATER SPONGE		1 NOS
137	CASH BOOK	NO-16	1 NOS
138	CASH BOOK	NO-18	1 NOS
139	MAGNIFYING GLASS		1 NOS
140	PLASTIC TRAY	SIZE- L:40CM X W:30CM X H:10 CM	1 NOS
141	PLASTIC TRAY	SIZE- L:35CM X W:25CM X H:7CM	1 NOS
142	WINDOW SCREEN	SIZE-65L X 47W"	PER METER
143	DOOR SCREEN	SIZE-81L X 50W"	PER METER
144	WATER BOTTLE	1 LTR	1 NOS
145	HANGER	SS	1 NOS
146	SHOE STAND	SS	1 NOS
147	PLASTIC BOWL	SMALL	1 NOS
148	PLASTIC BOWL	MEDIUM	1 NOS
149	PLASTIC BOWL	LARGE	1 NOS
150			
151	MULTIPURPOSE PVC RUBBER MAT		PER METER
152	SHAVING BLADE		1 NOS
153	SHAVING HANDLE WITH BLADE		1 NOS
154	DOOR/ WINDOW SCREEN CLOTH		PER METER

B.	SANITORY ITEMS		
155	URINAL CUBES	10 NOS/ PKT	1 PKT
156	FLOOR CLEANING LIQUID/ PHENYL	1 LTR/ BOTTLE	1 BOTTLE
157	NAPHTHELIN BALL	10 NOS/ PKT	1 PKT
158	ROOM FRESHNER	500 ML/BOTTLE	1 BOTTLE
159	GLASS AND PLASTIC SURFACE CLEANING LIQUID (COLIN)	500 ML/ BOTTLE	1 BOTTLE
160	LIQUID TOILET CLEANER (HARPIC)	1 LTR/ BOTTLE	1 BOTTLE
161	FLOOR/ DISH CLEANER (VIM LIQUID)	500 ML/ BOTTLE	1 BOTTLE
162	MULTIPURPOSE CLEANING LIQUID	1 LTR/ BOTTLE	1 BOTTLE
163	FLOOR POLISH	1 LTR/ BOTTLE	1 BOTTLE
164	WHITE PHENYL	5 LTR/JAR	1 JAR
165	ACID (TOILET CLEANING ACID GRADE)	6 LTR/JAR	1 JAR
166	DETERGENT POWDER	500 GM	1 PKT
167	DRAIN OPENERS	LARGE	1 NOS
168	DRAIN OPENERS	SMALL	1 NOS
169	LIFE BUY SOAP	PKT OF 3	1 SET
170	COMMON SALT	1 KG	1 PKT
171	SOFT BROOM		1 NOS
172	HARD BROOM		1 NOS
173	TOILET BRUSH		1 NOS
174	WIPER		1 NOS
175	WET MOP		1 NOS
176	DRY MOP		1 NOS
177	SCRUB PAD		1 NOS
178	DESI JHADU		1 NOS
179	WHITE DUSTER		1 NOS
180	DUSTPAN		1 NOS
181	SPONGE MOP		1 NOS
182	JALA JHADU		1 NOS
C.	MISCELLANEOUS ITEMS		
183	MOUSE PAD		1 NOS
184	CABLE	RJ 45	PER METER
185	RJ45 ADAPTER 1 MALE TO 2 FEMALE		1 NOS
186	RJ45 CABLE EXTEND CONNECTOR ADAPTERR		1 NOS
187	RJ 45 CLIP		1 NOS
188	NEW COMPATIBLE CARTRIDGE	(CANNON 925C)	1 NOS
189	NEW COMPATIBLE CARTRIDGE	(HP 110A)	1 NOS
190	NEW COMPATIBLE CARTRIDGE	(HP 88A)	1 NOS
191	NEW COMPATIBLE CARTRIDGE	(HP-146)	1 NOS
192	NEW CATRIDGE ORIGINAL	(CANNON 925C)	1 NOS
193	NEW CATRIDGE ORIGINAL	(HP 110A)	1 NOS
194	NEW CATRIDGE ORIGINAL	(HP 88A)	1 NOS
195	NEW CATRIDGE ORIGINAL	(HP-146)	1 NOS

196	NEW COMPATIBLE	(HP-A10 LASER PRINTER M126a)	1 NOS
197	NEW CATRIDGE ORIGINAL	(HP-A10 LASER PRINTER M126a)	
198	NEW CATRIDGE ORIGINAL	(SHARP BP-20 M28)	1 NOS
199	COLOUR INK BROTHER PRINTER	(DCP-T520W) BK,Y,M,C	1 NOS/ EACH
200	HP LASERJET TANK	MFP 1005,1020,2506,MFP 2606	1 NOS
201	PEN DRIVE	8 GB	1 NOS
202	PEN DRIVE	16 GB	1 NOS
203	PEN DRIVE	32 GB	1 NOS
204	ELECTRIC KETTLE	1 LTR	1 NOS
205	ELECTRIC KETTLE	2 LTR	1 NOS
206	THERMO FLASK	1 LTR	1 NOS
207	THERMO FLASK	2 LTR	1 NOS



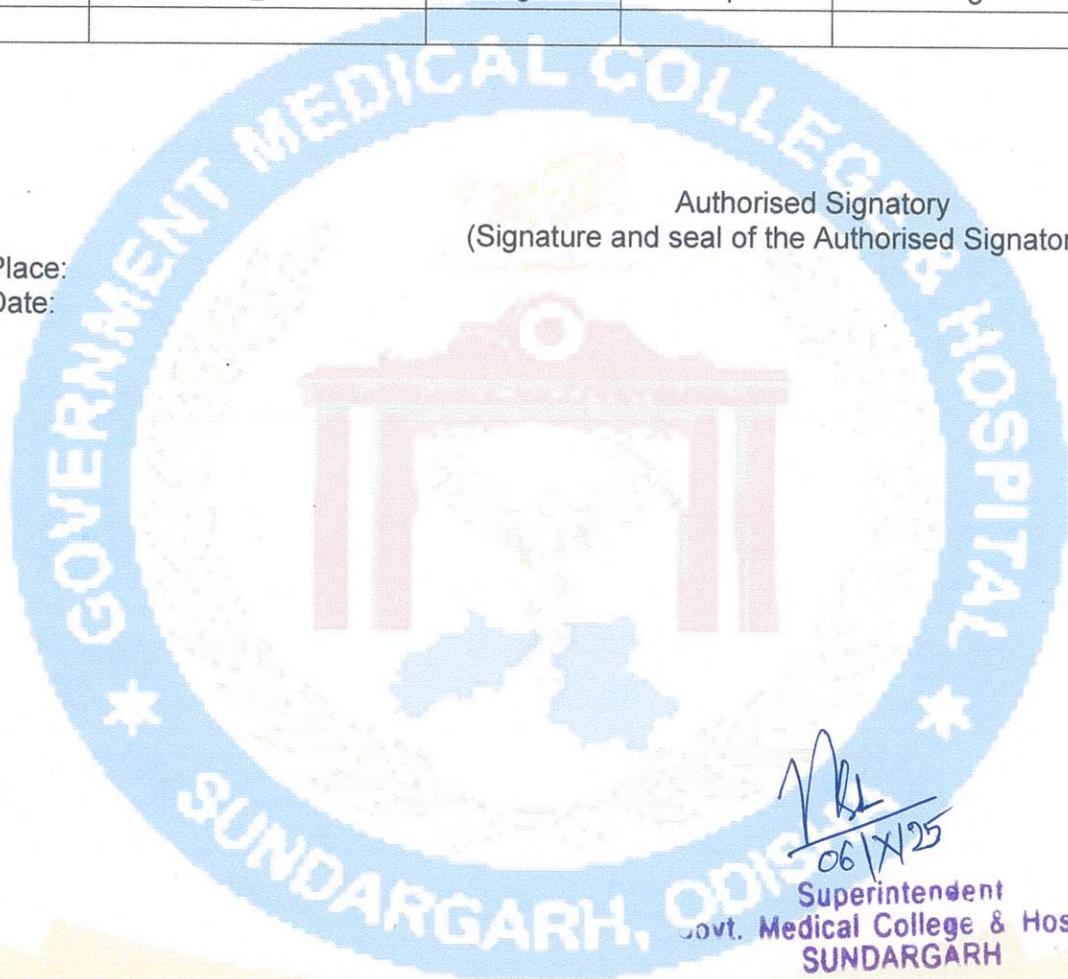

 Superintendent,
GMCH, Sundargarh
 Superintendent
 Govt. Medical College & Hospital
SUNDARGARH

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:



Superintendent
Govt. Medical College & Hospital
SUNDARGARH

**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.1,000/-			
4	EMD (Earnest Money Deposit) DD of Rs.10,000/-			
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 207 items			
8	Manufacturer's Authorization Certificate in original for distributor/Wholesaler (Annexure-VI)			
9	Photo copy of Valid PAN Card			
10	Photo copy of Valid GST Registration Certificate			
11	Photo copy of GST Return for the last Quarter shall be submitted.			
12	Proof of Annual Turnover (Rs.5 lakhs or more) for last three-year financial years (2022-2023, 2023-2024 & 2024-2025) taken together from a registered Chartered Accountant			
13	Audited Financial Statement by Regd.C.A. of last three-year F.Ys. (2022-2023, 2023-2024 & 2024-2025) which includes ITR.			
14	Performance report/End User Certificate during last three F.Ys (2022-2023, 2023-2024 & 2024-2025) regarding supply of quoted items to any Govt. Hospital/Govt. Institution/Corporate Hospital/PSU Hospital/UN Agency) Purchase order in support shall be submitted.			
15	Undertaking Certificate of Price not more than the market price or also not more than MRP price where such rate exits. (Annexure-VII)			
16	Copy of original Tender and schedules, duly signed by the Bidder			

Authorised Signatory
(Signature and seal of the Authorised Signatory)

Place:
Date:

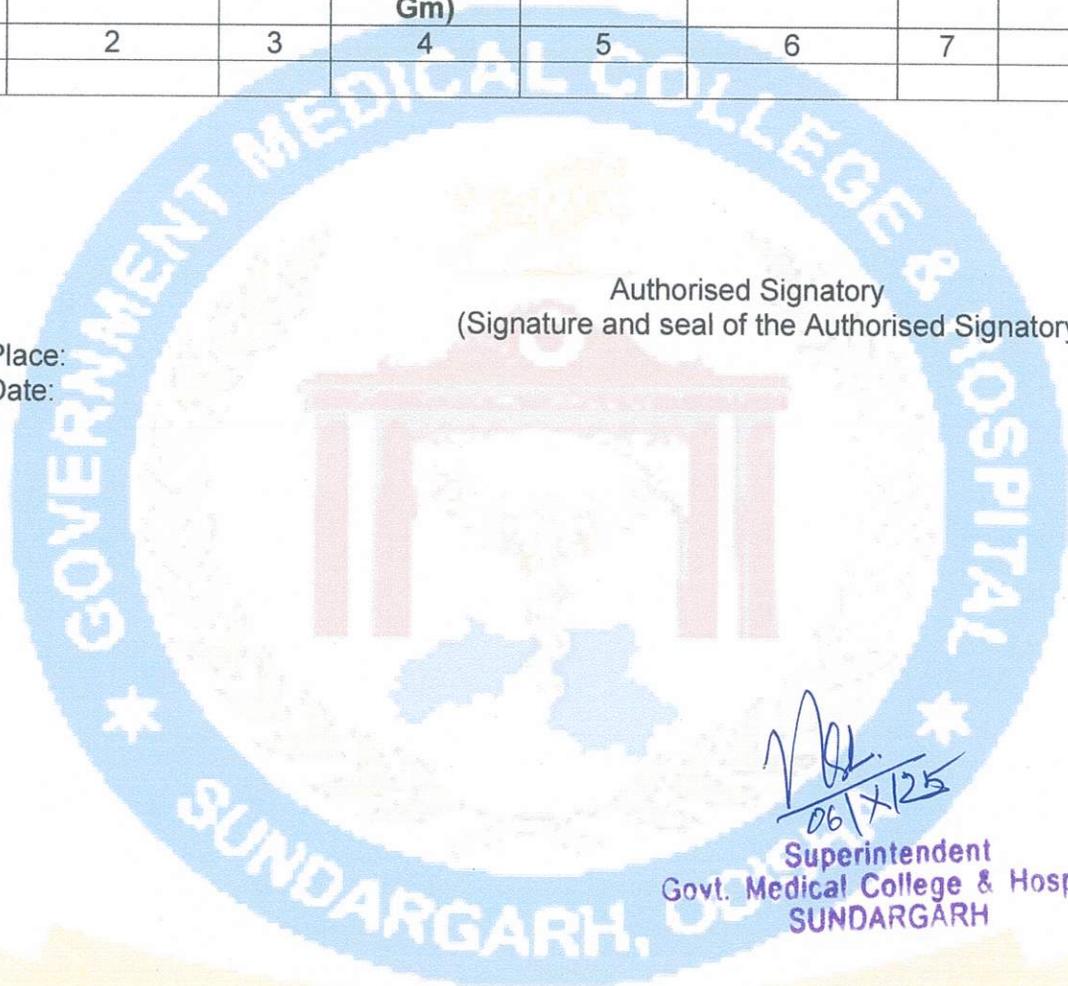

 06/11/23 | Page
 Superintendent
 Govt. Medical College & Hospital
 SUNDARGARH

PROFORMA FOR FINANCIAL BID

Sl. No.	Sl. No. of items as per items list (Annexure-I)	Name of the Items	Specificati on (Piece/Pac ket/ ML/ Litre/ Kg/ Gm)	Name of the Brand	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]
06/12/25
Superintendent
Govt. Medical College & Hospital
SUNDARGARH

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

.....
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 Contingency, Sanitary and other Miscellaneous 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:


26/1/25
Superintendent
Govt. Medical College & Hospital
SUNDARGARH

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


26/1/25
Superintendent
Govt. Medical College & Hospital
SUNDARGARH

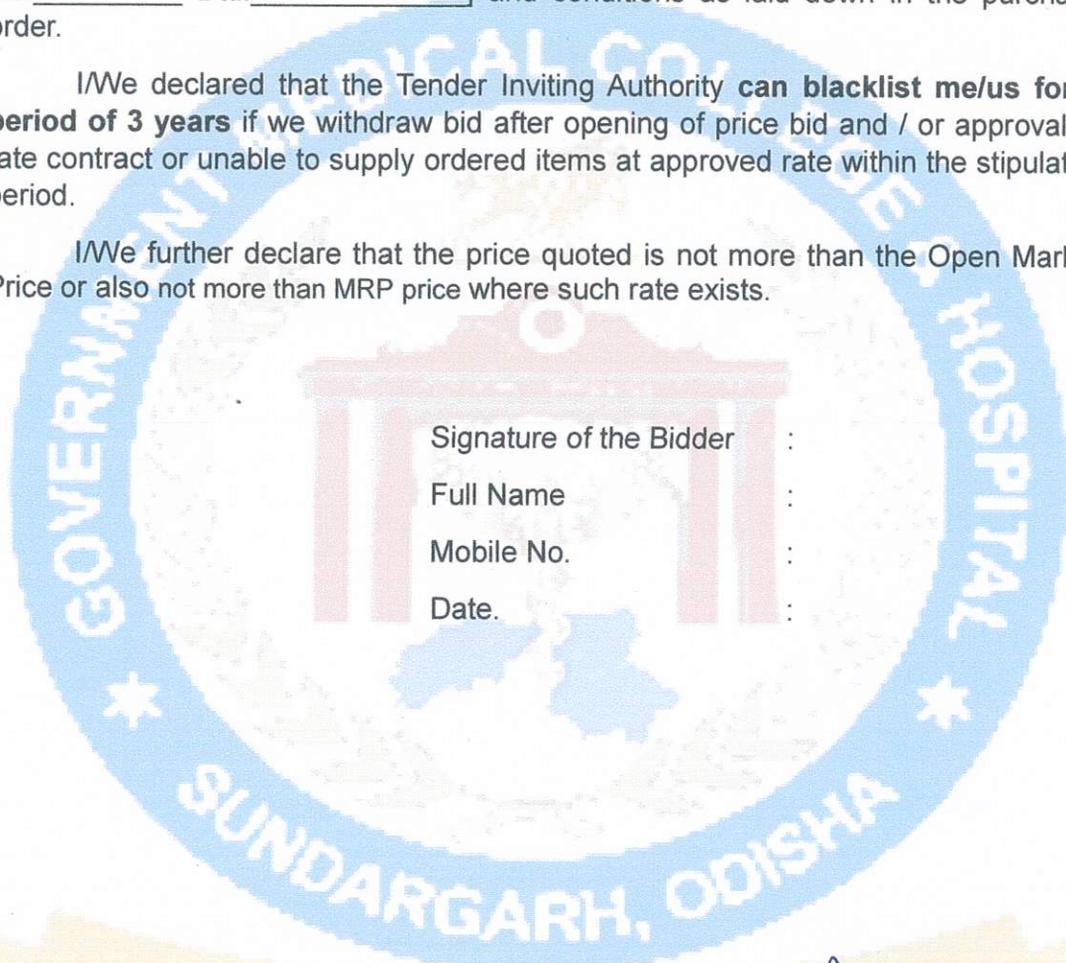
UNDERTAKING

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 or also not more than MRP price where such rate exists.



Signature of the Bidder :
Full Name :
Mobile No. :
Date. :

[Handwritten Signature]
06/12/25
Superintendent
Govt. Medical College & Hospital
SUNDARGARH