



OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, DEOGARH
DISTRICT NCD CELL

(Department of Health & Family Welfare, Govt. of Odisha)
DISTRICT HEAD QUARTER HOSPITAL, AT/PO/DIST. - DEOGARH, 768 108
Mob- 9439998216, E-mail : npcdcsdeogarh@gmail.com



ZILLA SWASTHYA SAMITI, DEOGARH
(Dept. of Health & FW, Govt. of Odisha.)



Letter No- 35

dt. 02.01.2019

(Short Tender Call Notice)

Sealed Tenders are invited from manufacturer/Proprietor/registered firms/dealers/agencies for procurement of Spectacles. The tender documents shall have to submit in one envelope containing two separate envelopes, one for technical bid & another for financial bid through speed post/register post/courier only on or before 11.01.2019 by 1.00 PM to the office of CDM & PHO, DHH, Deogarh .The quotation will open on the same day at 3.00PM in the presence of bidders or their authorized representatives. The tender paper along with terms and conditions will be available in the website www.deogarh.nic.in. All applications must accompany with Rs. 500/- in shape of DD towards tender paper cost and Rs. 10,000/- in shape of DD towards EMD in favour of "Zilla Swasthya Samittee (NPCB), Deogarh Payable at Deogarh" which is non-refundable. The authority reserves right to accept or reject any or all the tender without assigning any reason thereof. The envelope containing the tender document must be clearly super scribed as "Tender for procurement of Spectacles"

Sd/-

CDM & PHO cum- District Mission Director, Deogarh

02/1/19

**TERMS, CONDITIONS & SPECIFICATION FOR
SUPPLY OF SPECTACLES**

Name of the District / Health Institution: Deogarh
(HEALTH & F.W. DEPTT., GOVT. OF ODISHA)

Bid Reference No. -C.D.M. & P.H.O. DEOGARH(35 / 02.01.2019)

**TENDER DOCUMENT
FOR SUPPLY OF SPECTACLES**

Bid document may be downloaded from Web site-www.deogarh.nic.in

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : Dt. 11.01.2019 Upto 1 P.M
DATE & TIME OF OPENING OF TECHNICAL BID : Dt 11.01.2019 at 3 P.M.
DATE OF OPENING OF FINANCIAL BID : Dt. 11.01.2019 at 4 P.M.

PLACE OF OPENING OF BID DOCUMENTS
AND

ADDRESS FOR COMMUNICATION

: O/o CDM & PHO, Deogarh
District Head Quarter Hospital
At/Po/Dist - Deogarh, PIN - 768108

AND
RECEIPT OF BID DOCUMENTS

Email id: nhmdeogarh@gmail.com

OFFICE OF THE CDM & PHO: DEOGARH

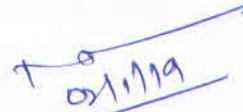
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TERMS AND CONDITIONS FOR SUPPLY OF SPECTACLES

- 1.1 Sealed tenders will be received upto 1 P.M. of dt. 11.01.2019, in the office of the C.D.M. & P.H.O Deogarh for the procurement of different spectacles. Any tender received after the due date & time will be rejected. **The tenders will be received through Regd. Post / Courier services / Speed Post only.**
- 1.2 The bidder(s) are to submit their tender documents in one envelope containing two separate envelopes, one for technical bid & another for financial bid, which should be super scribed as "Tender for procurement of Spectacles" to the O/o CDM&PHO, District Head Quarter Hospital, At/Po/Dist – Deogarh, PIN – 768108 Trough Speed Post / Regd. Post/ Courier only" by 11.01.2019, 1.00 PM.
- 1.3 The Sealed envelope containing the tender document submitted by the bidders will be opened in the, office of the C.D.M. & P.H.O, Deogarh at 3 P.M on dt. 11.01.2019 under the chairmanship of CDM & PHO, Deogarh and in the presence of the bidders or their authorized representatives.
- 1.4 The C.D.M. & P.H.O Deogarh 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.
- 1.5 The supply should be completed within 07 days from the date of issue of purchase order unless otherwise specified. If no supply is received even after 07 days from the date of issue of the purchase orders from the C.D.M. & P.H.O Deogarh, such orders will stand cancelled automatically without further notice.
- 1.6 In the event of any dispute arising out of the tender, such disputes would be subject to Deogarh jurisdiction.
- 1.7 If the approved supplier fails to execute the supply within the stipulated time, the C.D.M. & P.H.O Deogarh is empowered to purchase the same items from L₂ or L₃ bidder, if they agree with the L₁ rate.
- 1.8 The C.D.M. & P.H.O Deogarh or his authorised 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.
- 1.9 No advance payments towards cost of spectacles will be made to the bidder.
- 1.10 The successful supplier shall replace any part or whole system as may be necessary in the event of damage during transit or found damaged on arrival or during installation of the system or if found not in conformity to the specifications at his / their own cost.

ELIGIBILITY CRITERIA

- 2.1 Manufacturing units / Importers/authorized dealer/Agency/ Propitership Firms are eligible to participate in the tender provided, they have
 - (i) Valid manufacturing license / Import License/ authorized dealer certificate/ Propitership Regd. Certificate etc.
 - (ii) Manufacturing unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting.
 - (iii) Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure -IV**) that the annual turnover of the tendering firm is Rs. 20 (Twenty) lakhs or more in each financial year for last preceding 3 (three) financial years.


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The following documents should be enclosed in Technical Bid by the bidder. All the photocopies are to be self attested.

TECHNICAL BID:

- 3.1 Earnest Money Deposit of Rs. 10,000/- (Ten thousand only) and tender paper cost (Non-refundable) of Rs. 500/- (Five hundred only) to be submitted in shape of two separate Demand Draft in favour of "Zilla Swasthya Samittee (NPCB), Deogarh Payable at Deogarh".
- 3.2 Copy of Valid Manufacturing License of the tender items of the manufacturer / Import License/ by the Importer, authorised dealer certificate by the distributors and firms. Or Propitership Regd. Certificate by the proprietor,
- 3.3 Copy of GST registration certificate.
- 3.4 Copy of PAN.
- 3.5 The Original Tender Book with Conditions and the schedules signed by the bidder at the bottom of each page with his official seal duly affixed.
- 3.6 The declaration form in **Annexure - I** duly signed by the bidder before Notary Public / Executive Magistrate.
- 3.7 Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Orissa (**Annexure - VI**).
- 3.8 Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure -IV**) that the annual turnover of the tendering firm is Rs. 20 (Twenty) lakhs or more in each financial year for last preceding 3 (three) financial years.
- 3.9 Checklist with detail of the documents enclosed in **technical bid** (as per **Annexure - VII**) with page number. The document should be serially arranged as per this **Annexure - VII** and should be securely tied and bound.

Financial BID

- 4.0 Financial Bid will be opened only of the bidders who qualify in Technical Bid as per tender specification.
- 4.1 The Financial bid to be submitted in the prescribed form (as per **Annexure - II**). The price of the item should be quoted exclusive of taxes and including of insurance, packing, forwarding, freight (door delivery). The rate should be quoted both in figures and words. In case of difference in words and figures, words will be taken into consideration for evaluation.

EARNEST MONEY DEPOSIT

- 5.1 The Earnest Money Deposit shall be Rs.10,000/- (Ten thousand) only. The Earnest Money Deposit will be submitted in the shape of demand Draft only in favour of Zilla Swasthya Samittee (NPCB), Deogarh, from any Nationalized Bank payable at Deogarh.
- 5.2 The EMD of the unsuccessful bidders will be returned back without interest after publication of the approved list and EMD of successful tenderer will be returned after successful supply and commissioning of items.
- 5.3 The EMD will be forfeited if the tenderer withdraws the tender or doesn't accept the approved list or doesn't supply the items within the stipulated time period.
- 5.4 No claims shall be made against the C.D.M. & P.H.O, Deogarh in respect of interest on earnest money deposit or security deposit or any delayed payment or any other deposit.

EVALUATION:

- 6.1 The rates of the item quoted by the bidder who qualify in technical bid will be evaluated after taking the following point into consideration: -
 - a) Rate of the spectacles will be taken after inclusive of transportation, insurance, packing, forwarding), but exclusive of taxes.

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DECLARATION FORM

I / Wehaving my / our
office at.....do
 declare that I / We have carefully read all the terms & conditions of tender of the
 _____, Odisha for the supply of Spectacles. 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 paper Reference no.....

I/We do hereby declare I/We have not been de-recognised / black listed by any
 State Govt. / Union Territory / Govt. of India / Govt. organisation / Govt. Health
 Institutions for supply of Not of Standard Quality (NSQ) items / part-supply / non-
 supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money
 Deposit 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 /
 authorized distributor/ proprietorship firm bearing No.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 further declare that 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 :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

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MODEL TENDER FORMAT (FINANCIAL BID)

ANNEXURE-II

Sl. No.	Types of Spectacles	Name of the Company/ Brand	Price of Spectacles (Exclusive all taxes, And inclusive of packing, insurance, forwarding, transportation)	Amount of Taxes	Total Cost
(1)	(2)	(3)	(4)	(5)	(6) = (4+5)

✓ 09/11/19

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**SCHEDULE OF REQUIREMENTS WITH
TECHNICAL SPECIFICATIONS FOR SPECTACLES**

Sl.No	Name of the Item	Size / Specification	Approximate quantity required
1	2	3	4
1	Power Glasses	<p>Frame Material:- Acetate / Metal Frame (Different Colours)</p> <p>Frame Size:- For children aged 5 to 15 years</p> <p>Glass:- English White Glass(should be free air bubbles, scratches, waves and irregular shapes)</p> <p>Power:- Equal to or greater than +/- 0.75 dioptre spherical &/or cylindrical power or as per prescription</p> <p>Frame Material:- Acetate / Metal Frame (Different Colours)</p> <p>Frame Size:- For adults having age 40 years & above.</p>	
2	Pseudo Phakic Glasses	<p>Glass:- English White Glass(should be free air bubbles, scratches, waves and irregular shapes)</p> <p>Power:- Bifocal, which determine after correction of power</p> <p>Frame Material:- Plastic / Polymate Frame</p> <p>Frame Size:- For adults having age 40 years and above</p>	1400 nos.
3	Post Operative dark glasses	<p>Glass:- Fiber Dark Glass(Black in colour)</p> <p>Power:- NA</p>	
4	Presbyopic Glasses	<p>Frame Material:- Acetate / Metal Frame (Different Colours)</p> <p>Frame Size:- For adults having age 40 years & above</p> <p>Glass:- English White Glass(should be free air bubbles, scratches, waves and irregular shapes)</p> <p>Power:- Equal to or greater than +/- 0.75 dioptre spherical &/or cylindrical power or as per prescription</p>	

N.B: 1. Rates should be quoted both in figures & words and if there is any discrepancy, the quoted rates in words will be taken for evaluation.

2. The bidders have to mention the make / brand, specification, warranty of all the items.

3. The quantity of requirement may increase or decrease as per the requirement.

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ANNUAL TURN OVER STATEMENT

The Annual Turnover of the tendering firm
M/s _____ for the
last three years are given below and certified that the statement is true and correct.

Sl.No.	Year	Turnover in Lakhs / Crores (Rs)
1.	2015 - 2016	-
2.	2016 - 2017	-
3.	2017 - 2018	-

Date:

Place:

Signature of Auditor/
Chartered Accountant
(Name in Capital)
Registration No.
Seal

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PACKAGING:

The supplier shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination. The packaging shall be sufficient to withstand without limitation rough handling during transit and exposure to extreme temperature, salt and precipitation during transit and upon storage. All primary packaging containers which come in contact with the item should strictly protect the quality and integrity of the Instruments & Equipments. Packing case size and weights should be taken into consideration, incase of remoteness of final destination and the absence of heavy handling facilities at all points in transit.

The packaging marking shall show the description of quantity of contents, the name of the consignee and address, the gross weight of the packages, the name of the supplier with a distinctive number of marks sufficient for purposes of identification. Each package shall contain:

- i. a packaging note quoting the name of the purchaser
- ii. the number and date of order
- iii. nomenclature of the goods
- iv. schedule of parts for each complete equipment giving part number with reference to assembly.
- v. Name & address of the consignee
- vi. Name & address of the supplier.

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DETAILS OF THE BIDDERS & 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		
Manufacturing License Nos. & Date		
Name of the issuing authority		
License valid up to		

**Signature of the Bidder :
With seal**

Date:

Official Seal:

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CHECK LIST

Please put ✓ "in the respective box

DOCUMENTS : SUBMITTED OR NOT

TECHNICAL BID FOR SPECTACLES

1	Cost of Tender Paper (Rs. 500/-)	DD No			Date	
2	Earnest Money Deposit in shape of Demand Draft . Rs.10,000/- (Ten thousand only)	DD No			Date	
3	Copy of Valid Manufacturing License of the tender item of the manufacturer / Import License by the Importer/ Proprietorship licence for Proprietorship firm.	Yes	No	Page No		
4	Copy of GST certificate	Yes	No	Page No		
5	Copy of PAN.	Yes	No	Page No		
6	The declaration form in Annexure - I duly signed by the bidder before Notary Public / Executive Magistrate.	Yes	No	Page No		
7	Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Orissa (Annexure - VI).	Yes	NO	Page No		
8	Certificate duly signed by the Auditor / Chartered Accountant (as per Annexure -IV) that the annual turnover of the tendering firm is Rs.20 (Twenty) lacs or more in each financial year for last preceding 3 (three) financial years.	Yes	No	Page No		

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MANUFACTURER'S AUTHORISATION FORMAT

To

The C.D.M. & P.H.O Deogarh,
Deptt. of Health & Family Welfare
Govt. of Orissa.

Ref: Tender No. _____ Dated _____ for _____.

Dear Sir,

We _____ who are established and reputed
manufacturer's of _____ (name and description of items offered) having
factories at _____ (Address of Factory) do hereby authorize M/s _____
_____ (Name and address of Distributor / Agent) to submit a bid.

We also extend our full guarantee for the items quoted by M/s _____
_____ as per the terms and conditions in your tender
under reference above.

Yours faithfully,

Name of the Manufacturer
(Signature with seal)

Note: This letter of authority should be on the letter head of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included in the bid submitted by the bidder if the bidder is not the manufacturer.

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UNDERTAKING

(to be submitted on Rs.50/- stamp paper)

Tender ref. No. _____ Due for opening on _____

Name of the equipment:

Date of Installation:

Name of the Consignee:

Name of the purchaser:

Sir,

I / we _____ hereby
declare that

1. I / we am / are the manufacturers / authorized agents / distributors of _____.
2. I / we do accept / agree for the all clauses and payment terms and conditions of this tender.
3. I / we do hereby confirm that the prices / rates quoted are fixed and are at par with the prices quoted by me / us to any other Govt. of India / Govt. of Orissa Hospitals / Medical Institutions. I / we also offer to supply the stores at the prices and rates not exceeding those mentioned in the price bid.
4. I / we agree to abide by my / our offer for a period of 1 year from the date of approval of the tender.
5. I / we have necessary infrastructure for the maintenance of the equipment and will provide all the accessories / spares as and when required.
6. I / we shall provide assistance to the consignee in clearance and delivery of store at consignee's stores / premises.
8. The demurrage / storage charges, if any, payable to the customs department, due to non-receipt of required documents in time by the hospital / delay due to incorrect entries, mistakes to the documents etc. shall be borne by me / us.
9. I / we have carefully read and understood all the terms and conditions of the tender and shall abide by them.

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10. I / we undertake to get the equipment's repaired within 48 hours of receiving of the complaint from the indenting hospital / consignee failing which a penalty @ 1% of the cost may be recovered.

Signature of the witness
Name & address

Signature of the Tenderer
Name & address

Dated

Seal of the firm.

N.B: 1. To be attested by Notary Public

2. Only to be submitted by the approved supplier / tenderer to the consignee and a copy to the purchaser before release of payment.

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