

**TERMS, CONDITIONS & SPECIFICATION FOR
SUPPLY OF DISPOSABLE DRAW SHEET & DISPOSABLE GOWN.**

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

Bid Reference No. -C.D.M. & P.H.O. DEOGARH (391 / 22 .2.2019)

**TENDER DOCUMENT
FOR SUPPLY OF DISPOSABLE DRAW SHEET & DISPOSABLE GOWN**

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

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : Dt. 07.03.2019 Upto 1 P.M.
DATE & TIME OF OPENING OF TECHNICAL BID : Dt. 07 .03.2019 at 3 P.M.
DATE OF OPENING OF FINANCIAL BID : Dt. 08.03.2019 at 3 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

Tel: 06641-226103

Email id: nhmdeogarh@gmail.com

OFFICE OF THE CDM & PHO: DEOGARH

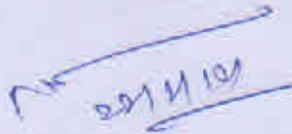

Chief District Medical &
Public Health Officer
DEOGARH

TERMS AND CONDITIONS FOR SUPPLY OF DISPOSABLE DRAW SHEET & DISPOSABLE GOWN

- 1.1 Sealed tenders will be received up to 1 P.M. of dt. 07.03.2019, in the office of the C.D.M. & P.H.O Deogarh for the procurement of disposable draw sheet & disposable gown. 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 disposable draw sheet & disposable gown"** to the O/o CDM&PHO, District Head Quarter Hospital, At/Po/Dist - Deogarh, PIN - 768108 Trough Speed Post / Regd. Post/ Courier only" by 07.03.2019, 1.00PM.
- 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. 07.03.2019 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 10 days from the date of issue of purchase order unless otherwise specified. If no supply is received even after 10 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 disposable draw sheet & disposable gown will be made to the bidder.
- 1.10 The C.D.M. & P.H.O may allow extension for a maximum period of 2 (two) weeks (14 days), after the stipulated date of supply (i.e. 14 days) with a penalty of 0.5% which will be deducted from the purchase order value as "Liquidated Damage".
- 1.11 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 are eligible to participate in the tender provided, they have
 - (i) Valid manufacturing license / Import License/ authorized dealer certificate.
 - (ii) Valid ISO certificate for the items.
 - (iii) Copy of test Certificate for 40GSM should be provided from National Accreditation Board for Testing and Callbration Laboratories (NABL).
 - (iv) 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.
 - (v) Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure -IV**) that the annual turnover of the tendering firm is more than 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 tenderer. All the photocopies are to be self attested.

TECHNICAL BID:

- 3.1 Earnest Money Deposit is Rs.10,000.00 (Ten thousand) only should be submitted in shape of Demand Draft.
- 3.2 Copy of Valid Manufacturing License of the tender item of the manufacturer / Import License by the Importer (also to be submitted by the authorized distributor).
- 3.3 Copy of Valid ISO certificate.
- 3.4 Copy of GST certificate submitted.
- 3.5 Copy of PAN.
- 3.6 Copy of test Certificate for 40GSM should be provided from National Accreditation Board for Testing and Calibration Laboratories (NABL).
- 3.7 The Original Tender Book with Conditions and the schedules signed by the tenderer at the bottom of each page with his official seal duly affixed.
- 3.8 The declaration form in **Annexure - I** duly signed by the tenderer before Notary Public / Executive Magistrate.
- 3.9 Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Orissa (**Annexure - VI**).
- 3.10 Certificate in support of service center in Orissa or undertaking to set up service center in Orissa within one month from the date of installation if approved (for those who have no service centers in Orissa).
- 3.11 Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure -IV**) that the annual turnover of the tendering firm is more than Rs. 20 (Twenty) lakhs or more in each financial year for last preceding 3 (three) financial years.
- 3.12 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 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), installation, warranty but exclusive of CMC. 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.**
- 4.2 The Shipping address for the disposable draw sheet & disposable gown is **CDM&PHO, District Head Quarter Hospital, At/Po/Dist - Deogarh** & the billing address is **O/o CDM&PHO, District Head Quarter Hospital, At/Po/Dist - Deogarh, PIN - 768108.**

EARNEST MONEY DEPOSIT

- 5.1 The Earnest Money Deposit shall be Rs.10,000.00 (Ten thousand) only. The Earnest Money Deposit will be submitted in the shape of demand Draft only in favour of ZSS Non- NRHM Funds Account, 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 delivery of the tendered 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.

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20/12/19
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EVALUATION:

- 6.1 The rates of the item quoted by the tenderer who qualify technically will be evaluated after taking the following points into consideration: -
- a) Rate of the medical materials will be taken after inclusion of the all taxes, transportation, insurance, packing, forwarding.
 - b) The cost of the medical materials including all charges Transportation, Insurance, Packaging & forwarding, etc but excluding taxes will be compared and the lowest responsive bidder will be selected.

20/12/19
C.D.M. & P.H.O, Deogarh

Chief District Medical &
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DEOGARH

DECLARATION FORM

I / Wehaving 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 **Disposable Draw Sheet &
Disposable Gown**. 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.

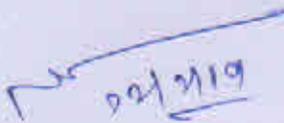
I / We further declare that I / We possess valid manufacturing license /
authorized distributor bearing No.Valid upto I / We
..... do hereby declare that I / we will
supply the as per the terms, conditions & specifications of the
tender document.

Signature of the bidder :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.


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MODEL TEDER FORMAT (FINANCIAL BID)

Sl.No. of the Item	Disposable Draw Sheet & Disposable Gown as per (Annex-III-B)	Name of the Company /Brand	Price Which (Exclusive all taxes),& including customs duty, packing, Transporting. Cost in Rs. (both in words & figures)	Taxes (If any)	Total Cost
(1)	(2)	(3)	(4)	(5)	(6)

28/2/19

Chief District Medical &
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**SCHEDULE OF REQUIREMENTS WITH
TECHNICAL SPECIFICATIONS FOR DISPOSABLE
DRAW SHEET & DISPOSABLE GOWN.**

Sl.No	Name of the Item	Size / Specification	Approximate quantity required per year
1	2	3	4
1	Disposable draw sheet	ANNEXURE - IV	3079
2	Disposable gown	ANNEXURE - IV	560

- 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 tenderer has to mention the make / brand, specification, warranty of all the items in turn key.
 3. The quantity of requirement may increase or decrease as per the requirement.

Handwritten signature
Chief District Medical &
Public Health Officer
DEOGARH

Technical specifications for disposable draw sheet & disposable gown .

Disposable Draw Sheet

- It should be made up of SMS Cloth
- It should be of good quality interlining fabric with 40gsm capacity.
- It should be water proof.
- It should be provided in double packing.
- The size of disposable draw sheet should be of 120cm*100cm in size.
- The fabric composites should be strong durable, antimicrobial, anti-static, flame resistant, stain, odor & fluid resistant
- The material should be of high grade, soft texture, top quality & skin friendly.
- Product should be CE/BIS approved.
- Test Certificate for 40GSM should be provided from a certified laboratory.

Disposable Gown

- The disposable gown should be made up of non woven cloth.
- It should be of 40GSM good quality interlining fabric non woven.
- It should be minimum of 1.30 meter long.
- The disposable gown should be provided with double packing.
- It should be provided with sterile pack.
- Sterilization process – ETO/GAMMA Eradiation.
- Product should be CE/BIS approved.
- Test Certificate for 40GSM should be provided from a certified laboratory.

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Chief District Medical &
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ANNUAL TURN OVER STATEMENT

The Annual Turnover of the tendering firm M/s _____

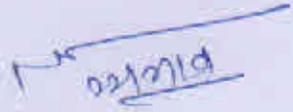
for the last three years are given below and certified that the statement is true and correct.

<u>Sl.No.</u>	<u>Year</u>	<u>Turnover in Lakhs / Crores (Rs)</u>
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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LIVERY OF DOCUMENT :

Four (4) copies of the Supplier invoice / bills showing purchase order number, good's description, quantity, unit price, total amount with stock entry certificate by the consignee.

Photocopy of the Insurance Certificate if any (The Original Certificate is to be given to the Consignee).

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. Packing case size and weights should be taken into consideration, in case 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 mark 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. Name & address of the consignee
- v. Name & address of the supplier.

22/07/19
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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		
Manufacturing License Nos. & Date		
Name of the issuing authority		

**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

COVER - A (TECHNICAL BID) "Use separate check list for each items".

		DD No		Date	
1	Cost of Tender Paper				
2	Earnest Money Deposit in shape of Demand Draft for Instrument & equipments. Rs.10000.00(Ten thousand only)	DD No		Date	
3	Copy of Valid Manufacturing License of the tender item of the Manufacturer / Import License by the Importer.	Yes	No	Page No	
4	Copy of Valid ISO certificate.	Yes	No	Page No	
5	Copy of GST certificate	Yes	No	Page No	
6	Copy of test Certificate for 40GSM(NABI.)	Yes	No	Page No	
7	The declaration form in Annexure - I duly signed by the tenderer before Notary Public / Executive Magistrate.	Yes	No	Page No	
8	Certificate duly filled by the Auditor / Chartered Accountant (as per Annexure - V) 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	
9	Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Orissa (Annexure - VI).	Yes	No	No	

25/1/18

Chief District Medical &
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DEOGARH

MANUFACTURER'S AUTHORISATION FORMAT

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 and sign the
contract with you against the above referred tender.

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 tenderer if the tenderer is not the manufacturer.

25/07/10
Chief District Medical &
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