

Government of West Bengal
Office of the Chief Medical Officer of Health
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Memo No. CMOH-Nad/ 9102 Dated. Krishnanagar the October 5th, 2018

NIT No.: H and FW / CMOH / NADIA / NIT -07 / 2018-19

Online tenders are again hereby invited in two bid system from bona-fide suppliers/vendors/distributors/agencies for procurement of Bio-safety cabinet.

Properly filled up tender forms along with detailed terms and conditions must be uploaded on the state Government e-tender portal <https://wbtenders.gov.in> before the last date & time of submission of tender.

Schedule for Re-etender for procurement of Bio-safety cabinet is as follows:

Tender NIT No: H and FW / CMOH / NADIA/ NIT-07/ 2018-19

Date & time & venue of pre-bid meeting: 12/10/18 at 12.00 noon at CMOH Office, Nadia

Date of online release of NIT & other documents: 10/10/18 at 10.00 A.M.

Online documents download start time: 11/10/18 at 10.00 A.M.


Online documents download end time: 26/10/18 at 5.00 P.M.

Online bid submission start time: 11/10/18 at 10.00 A.M.

Last date & time of online submission of tender: 26/10/18 at 5.00 P.M.

Date of online opening of technical bid: 29/10/18 at 10.00 A.M.

Date of financial bid opening will be notified later.


Chief Medical Officer of Health
Nadia *S. Chandra*

Memo No. CMOH-Nad/9102/1(10)

Dated. Krishnanagar the October 5th, 2018

Copy forwarded for information & taking necessary action to:

- 1) The Sabhadhipati, Nadia Zilla Parishad
- 2) The District Magistrate, Nadia
- 3) The District Information & Cultural Officer, Nadia
- 4) The District Informatics Officer, N.I.C, Nadia with the request to upload this on www.nadia.nic.in
- 5) The Dy.Chief medical Officer of Health-II, Nadia
- 6) The Sub-divisional Officer, Sadar Sub-division, Nadia
- 7) The Chairman, Krishnagar Municipality
- 8) The IT-coordinator, Swasthya Bhaawan with the request to upload this on www.wbhealth.gov.in
- 9) www.swasthyakathanadia.in
- 10) Notice-board of this office

20/10/18
Chief Medical Officer of Health
Nadia *S. Chanda*

Online tenders in two bid systems (Technical and Financial) are invited for procurement of one Biosafety cabinet. **The tender must be submitted online on the State Government e-tender portal <https://wbtenders.gov.in> before last date & time of submission of tender i.e. on.26/10/18 at 05.00 P.M**

1. Procurement:

The Chief Medical Officer of Health, Nadia invites rates for procurement of Bio-safety cabinet.

2. Terms and Conditions:

A bidder is to quote rate for one Bio-safety cabinet.

The rate must be quoted for items including all applicable taxes and charges otherwise this will be cancelled. The rates quoted should not be more than MRP in any case.

The Tenderer must submit online Technical bid and Financial Bid.

3. EMD:

The earnest money of Rs. 10000/-(ten thousand) is to be deposited online by the bidder in the way as described in Memorandum No.-3975-F(Y), dt.-28/7/16 of Finance Department, Audit Branch, Government of West Bengal.

4. The tenderer should submit the tender in following two bids:

A) Technical Proposal: containing Statutory Cover and Non-statutory Cover:-

Statutory cover:

- i) Application to participate in e-tender as per annexed proforma
- ii) Scanned copy of proof of submission of EMD in the way as described in Memorandum No.-3975-F(Y), dt.-28/7/16 of Finance Department, Audit Branch, Government of West Bengal /valid order from competent authority in support of exemption or relaxation claimed for EMD, if any.
- iii) NIT

Non-statutory cover: will contain the following documents:

- A:Certificate(s):
- i) Income Tax return (Financial year 2016-17)
 - ii) PAN card of proprietor/company whichever is available
 - iii) Professional Tax registration (Valid for the F.Y.2018-19)
 - iv) GST registration certificate

B: Company: i) Updated Trade license of allied services (Valid for the F.Y.2018-19)
Details :ii) Power of Attorney in favour of signatory of bid if needed

B)Financial proposal: Rate:

The all total rate will be quoted inclusive of all applicable taxes and charges such as Delivery Charges, Insurance, GST (if applicable), transportation cost (if any) etc. Financial bid of the tenderer will be opened only if found qualified in technical bid. The approximate estimate for this work is Rs.2,68,926 (Two lakh sixty eight thousand nine hundred and twenty six). The rate quoted should include A.M.C cost for 1 (one) year, replacement cost of parts for damage done on the normal course of functioning &ware and tear.

5.Letter of acceptance/supply order shall be issued on the basis of rate quoted by the technically successful bidder(s).In case of problem with quality, the committee deserves the right to issue supply order otherwise.

6. The rates tendered must remain valid for a period of one year with effect from the date of acceptance of the tender.**However, the contract may be extended up to maximum 1 year breaking in two successive 6 months' duration subject to satisfactory performance & necessary approval of the DH&FWs, Nadia.**

7.The rates as being given through E-tender, may be adopted for further procurement later on up to the financially acceptable limit within one complete year from the date of issue of initial work order, or till end of this tender validity whichever is later.

8. The tenderer should give warranty against item supplied by them and replace the item of bad quality already supplied by them at their own cost within a fortnight of issuing letter.

10. The tender selection committee nominated by the Competent Authority to assess eligibility shall carry out the evaluation of bids.

11.Within 3(three) working days of issuance of letter of acceptance, the successful bidder(s) must submit to this office an additional amount of Rs. 15,000/-(fifteen thousand)as the performance security in the form of a demand draft drawn from any scheduled nationalized bank in favour of 'The Secretary, District Health & Family Welfare Samity' payable at Krishnagar, Nadia. Non-deposition of submission of performance security within specified time period will lead to forfeiture of earnest money of the concerned bidder. The performance security may be retained up to one year from the date of issue of work order. Supply/ procurement order will be issued to the concerned bidder only after successful deposition of performance security by the said bidder.

12. **Liquidated damage:** In the event of breach/violation or contravention of any terms and conditions contained herein by the selected vendor, the security deposit shall be forfeited and the firm/company shall be blacklisted in addition to termination of contract.

13. Schedule of required types of materials for Biosafety cabinet is given later.

14.Within 5 days from the date of issue of letter of acceptance/work order, the concerned selected vendor will supply & install Bio-safety cabinet to the concerned Health facility/offices mentioned in the work order. In case of non-compliance, 2% of bill value for the said item may

be deducted for each day's delay as per discretion of the tender selection committee and/or the next successful bidder(as applicable in each case) may be awarded the contract.

15. Material supplied by the selected vendor should strictly conform to the specification of materials described later.

17. The decision of the 'Tender Selection Committee' is final and binding in the matter of selection of tender. The Chief Medical Officer of Health & Secretary, District Health & Family Welfare Samity, Nadia reserves right to accept or cancel/reject any or all of the tenders wholly or in part without assigning any reason whatsoever. The Tender Selection Committee reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof. After evaluation of technical proposal submitted by the bidders, the tender selection committee may call the required number of successful bidders selected at technical bid for test of their samples. However, it is to be noted that sample test report may be of prime importance in that case for awarding the contract irrespective of the financial bid to be opened later on & financial bid may not be opened later on in case the quality certification which is a part of technical bid is unsatisfactory for any technically qualified bidder (only in terms of documents) as quality matters most for utilization in public interest. The decision of the committee will be binding in all aspects. The committee will have no obligation to award the contract to the bidder with L1 status after commercial bid evaluation, if found unsuitable due to any valid reason (technical or financial).

18. After delivery & installation of the bio-safety cabinet at the concerned Health facility/office as mentioned in letter of acceptance/work order, the bidder is to collect Consignee Receipt Certificate (CRC) & Satisfactory Installation certificate (SIC) from the Head of the concerned Health facility/office. Only then, bill for those items may be submitted to this office along with CRC & SIC.

18. Any dispute arising out of this contract will be settled amicably. All disputes are subject to jurisdiction in the courts of Krishnagar, West Bengal at the first hand.

19. In case of any valid complaint regarding quality, authority reserves the right to cancel the contract/supply order/bill processing at any time, if needed.

Section –A **Instruction to Bidders**

General guidance for e-tendering:

Instructions /Guidelines for electronic submission of the tenders have been annexed for assisting the prospective bidders to participate in e-tendering.

i) Registration of bidder:

Any bidder willing to take part in the process of e-tendering will have to be enrolled & registered with the Government e-procurement system by logging on to State Government e-tender portal <https://wbtenders.gov.in>, the contractor is to click on the link for e-tendering site as given on the web portal.

ii) Digital Signature Certificate (DSC):

Each bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre(NiC) on payment of requisite amount. Details are available on www.wbtenders.gov.in . DSC is given as a USB e-token.

iii)The supplier can search and download N.I.T & B.O.Q and tender documents electronically from computer once he logs on to the web portal using the Digital Signature Certificate. This is the only mode of collection of Tender documents.

iv) A prospective bidder may participate in the tender provided the bidder deposits requisite EMD of Rs.10,000/-(ten thousand) for e-tender for rate for various types of printing under different programs for different wings under CMOH Office, Nadiaand has requisite technical background.

v)Submission of Tenders:

Tenders are to be submitted through online to the website stated above in two folders- in one the Technical Proposal before the prescribed date and time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly digitally signed. The documents will get encrypted (transformed into non readable formats) on uploading. The two folders are:

A)Technical proposal: Containing Statutory Cover and Non-statutory Cover:-

Statutory cover:

- i) Application to participate in e-tender as per annexed proforma
- ii) Scanned copy of proof of submission of EMD in the way as described in Memorandum No.-3975-F(Y), dt.-28/7/16 of Finance Department, Audit Branch, Government of West Bengal /valid order from competent authority in support of exemption or relaxation claimed for EMD, if any.
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Non-statutory Cover:

Will contain the following documents:

- A:Certificate(s):i) Income Tax return (Financial year 2016-17)
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iv) GST registration certificate

B: Company: i) Updated Trade license of allied services (Valid for the F.Y.2018-19)
Details : ii) Power of Attorney in favour of signatory of bid if needed

C. Documents:i) Audited Profit & Loss Account and Balance Sheet for F.Y. 2016-17

N.B: Failure of submission of any of the above mentioned documents as stated above will render the tenderer liable to be rejected for both statutory & non-statutory cover.

THE ABOVE STATED NON-STATUTORY /TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLIWING MANNER

Click the check boxes beside the necessary documents in the My document list and then click the tab 'Submit Non Statutory Documents' to send the selected documents to Non-Statutory folder.

Next click the tab 'Click to Encrypt and Upload' and then click the 'Technical' folder to upload the Technical Documents using a) multiple scan, b) Black and white scan, c) scan resolution should be within 250.

B.Financial Proposal: Bill of quantity

1)The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The bidder is to quote the rate online through computer in the space marked for quoting rate in the BOQ.

2) Only downloaded copies of the above documents are to be uploaded virus scanned and Digitally Signed by the bidder.

Financial capacity of a bidder will be judged on the basis of information furnished in Annexure.

a) Penalty for suppression/discretion of facts:

If any tenderer fails to produce the original hard copies of the documents on demand of the Tender Inviting Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tender and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

b) Rejection of Bid:

The Tender Selection Committee reserves the right to accept or reject any bid and to cancel the bidding processes and reject all bids at any time prior to the award of contract without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of such action.

c)Award of Contract

The Tender Selection Committee reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof. After evaluation of technical proposal submitted by the bidders, the tender selection committee may call the required number off successful bidders selected at technical bid for test of their samples. However, it is to be noted that samples test report may be of prime importance in that case for awarding the contract irrespective of the financial bid to be opened later on as quality matters for utilization in public interest. The decision of the committee will be binding in all aspects. The committee will have no obligation to award the contract to the bidder with L1 status after commercial bid evaluation, if found unsuitable due to any valid reason (technical or financial).

The bidder, whose bid has been accepted will be notified by the Tender Inviting And Accepting Authority through Letter of Acceptance.

The notification of award will constitute the formation of the Contract

C)Scope of Work: The service shall be meant to supply&fit Bio-safety cabinet

a) Specification of Materials: The contractor shall ensure and confirm that only good quality material shall be supplied by him.

Schedule of required items

Details of Biosafety cabinet to be provided is given below:

TECHNICAL SPECIFICATION

Class-II A2 Biosafety Cabinet (4 ft)

1. The cabinet should be advanced microprocessor control, which supervises &intervenes operation of all cabinet functions. Temperature-compensated air velocity sensor monitors both exhaust and down flow. 24-hour clock, UV timer, UV run hour meter, and blower run hour meter.
2. There should be provision of an indicator for filter change (when required).
3. There should be safety interlocking system for protection of instrument & user.
4. The cabinet should have high efficient blower motor preferably DC.
5. The cabinet should have long life DUAL ULPA/ HEPA Filter for supply and exhaust (per IEST-RP-CC001.3) with 99.999% efficiency for particle size at least up to 0.3 microns.
6. Should have raised armrest for elevating the operator's arms to prevent inflow grille blockage for safety work.
7. Work tray should be made of single piece stainless steel type 304.
8. Programmable automatic UV light timer should simplify operation and extending UV light life and saving energy.
9. There should be sliding front sash (slightly slanted) which can be fully opened to insert and remove large instruments.
10. The cabinet should come with following accessories: UV lamp, electrical outlet sockets and fitted with castor wheels for easy movability. Front wheels lockable with brakes [antimicrobial coated] .

Total in figures		INR Zero Only
Quoted Rate in Words		INR Zero Only

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 To be uploaded online with digital signature certificate of authorized personnel of bidder

ANNEXURE I
Application Format

(To be furnished in the official letter pad with full address, contact no & Email id)

To
 The Chief Medical Officer of Health &
 Member Secretary DH&FWS, Nadia

Sub: NIT for procurement of Biosafety cabinet

Ref: - NIT No : H and FW/CMOH/NADIA/NIT-07/2018-19

Sir,

Having examined the pre-qualification & other documents published in the NIT, I /we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me / us on behalf of _____
 in the capacity _____ duly authorized to submit the offer.
2. We accept the terms and conditions as lay down in the NIT mentioned above and declare that we shall abide by it for throughout the tender period.
3. We are offering rate for the items specified and assured supply to the CMOH, Nadia.
4. a) We propose that the order and bill should be raised in our name. We have appointed M/S _____
 _____ having its office at _____ Mobile No _____
 _____ Email address _____ (Address, contact no. & e-mail address)

OR

- b) We propose that order and bill should be raised in favour of our authorized distributor. For that purpose, we have appointed M/S.....having its office at.....Mobile No.....E-mail address.....(Address with contact no. and e-mail

address) as authorized Distributor who will receive order and payment in his name on our behalf.

5. We are the existing vendors/not the existing vendor (strike out whichever is not applicable) in the Nadia District.

6. In the event of being selected, I will make the supply within the stipulated period excepting the condition which is beyond our control.

7. We understand that:

(a) Tender Selection Committee can amend the scope & value of the contract bid under this project.

(b) Tender Selection Committee reserves the right to reject any application without assigning any reason.

Date:

**Signature of applicant
with stamp**

