

Government of West Bengal  
Directorate of Health Services  
Swasthya Bhavan, A-wing, 3<sup>rd</sup> Floor  
GN-29, Sector-V, Salt Lake City  
Kolkata-700091

Date: 07.09.2017

Memo No. H/SFWB/8C-01-2013/ 1228

**NOTICE INVITING e- QUOTATION No.02/CCE /SFWB of 17-18(2<sup>nd</sup> Call)**

The State Family Welfare Officer & Jt.DHS(FW) invites e-tender for the work detailed in the table below. (Submission of Bid through online)

| Name of Work  | Estimated Amount | Earnest Money                      | Cost of Documents   | Period of Completion | Concerned Office  | Eligibility of Bidder   |
|---|------------------|------------------------------------|---|----------------------|---|---|
|   | (In Rupees)      | (In Rupees)                        | (In Rupees)   |                      |   |   |
| Supply and Delivery of Alcoholic Stem Thermometer at different DFWB stores under SFWB , West Bengal |                  | Rs. 10,000.00 ( ten thousand only) | Initially Nil, Rs 500/- per copy of tender schedule to be purchased by the successful bidder at the time of agreement | 2x30 Days            | State Family Welfare Bureau, A-Wing, 3 <sup>rd</sup> Floor, Swasthya Bhavan | Bonafied resourfull experience agency (Eligibility Criteria as per SI No 3 mentioned below) |

(1) In the event of e-filling, Intending bidder may download the tender documents from the website: <https://wbtender.gov.in> directly with the help of Digital Signature Certificate & necessary cost of EMD to be remitted through demand draft/pay order issued from any scheduled bank in favour of 'State Health and Family Welfare Sammiti (A/c-RCH)' and also to be documented through e-filling. The original part of online submission of EMD, should be submitted physically to the office of the State Family Welfare Officer & Jt.DHS(FW) by the lowest bidder after opening of the bid within the stipulated date which will be mentioned and uploaded online by the tendering authority after financial evaluation.

2) Technical Bid & Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtender.gov.in>

**(3) Eligibility criteria for participation in the tender:-**

(i) The prospective bidders shall have satisfactorily completed as a **prime agency** during the last 3(three) years from the date of issue of this Notice **at least one same nature of work** under authority of State/ Central Govt. State /Central Govt. undertaking/ Statutory Bodies constituted under the stature of the Central / State Govt. and having a credential of amount at least Rs.2,00,000/- (Rs. two lakh) only in a single work. [Non statutory Documents]  
**Clarification: Certificate of Work completion within India only will be considered as credential.**

  
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(ii) Valid Trade License, Pan Card , P Tax, VAT Registration Certificate/No. to be accompanied with the Technical Bid Documents, Income Tax Acknowledgement Receipt for AY2016-17 / latest assessment year to be submitted. [Non statutory Documents]

(4) No mobilization /secured advance will be allowed.

(5) Bids shall remain valid for a period not less than 120 days (One Hundred Twenty) from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

(6) Agencies shall have to arrange for storing of materials, labour shed etc. at their own cost and responsibility.

(7) Connection with the work, Arbitration will not be allowed. Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.

(8) Important Information : - (Date & Time schedule)

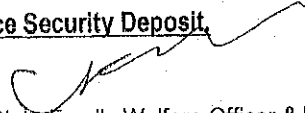
| Slo. No. | Particulars  | Date & Time                |
|----------|--|----------------------------|
| 1        | Date of uploading of e- N.I.Q Documents (online) (Publishing Date)                             | 08.09.2017                 |
| 2        | Documents download/sale start date (Online)  | 08.09.2017                 |
| 3        | Documents download/sale end date (Online)  | 15.09.2017                 |
| 4        | Bid submission start date (On line)  | 08.09.2017                 |
| 5        | Bid Submission closing (On line)   | 15.09.2017 up to 5.00 p.m. |
| 6        | Last Date of submission of original copies for the cost of EMD (Off line) by the Lowest bidder | Inform later               |
| 7        | Bid opening date for Technical Proposals (Online)  | 21.09.2017                 |
| 8        | Date of uploading list for Technically Qualified Bidder(online)                                | 22.09.2017 onwards         |
| 9        | Date & Place for opening of Financial Proposal (Online)  | 10.10.2017 onwards         |
| 10       | Date of uploading of list bidders along with the offer rates through (on line).                | 13.10.2017 onwards         |

(9) LOCOATION OF CRITICAL EVENT: BID OPENING PLACE

Office of the State Family Welfare Bureau, A-  
Wing, 3<sup>rd</sup> Floor, Swasthya Bhavan, Sector-V,  
Saltlake-91

(10) All the Prospective Bidders shall have to execute the work in such a manner so that appropriate service level of the work is kept during progress of work to the successful completion of the work to the entire satisfaction of the Engineer-in-Charge may be considered towards release of full "Security Deposit".

**No interest would be paid on the Performance Security Deposit.**

  
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(11) All Bidders are requested to present in the **Office of the undersigned**, during opening the financial bid. **State Family Welfare Officer & Jt. DHS(FW)** may call fresh tender after opening of the said bid to obtain the suitable rate further, if it is required. No objections in this respect will be entertained raised by any Bidder who will present during opening of bid, or from any Bidder who will absent at the time of opening of Financial Bid. No informal Bidder will be entertained in the Bid further.

Welfare Officer,

(12) **Earnest Money**: - The amount of Rs. 10,000.00 (Rupees ten Thousand) only should be remitted through Bank Draft/Pay order in favour of "State Health & Family Welfare Samity (A/C-RCH)" against the work as earnest money. In case of retender no Earnest money is required for the bidders who responded to the first tender but did not get back in the earnest money deposited with the first bid.

(13) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.

(14) (A) The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department.

(B) **State Health & Family Welfare Officer & Jt. DHS (FW)** reserves the right to reject/cancel any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.

(C) **State Family Welfare Officer & Jt. DHS (FW)** reserves the right to issue any corrigendum to the NIT or cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

(15) **Refund of EMD**: The Earnest Money of all the unsuccessful bidders is not necessary to deposit to the office of the undersigned. Successful bidder earnest money will be deposited up to the contract period as security money.

(16) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before tendering the bids.

(17) Conditional/ Incomplete tender will not be accepted.

(18) No price preference is allowed for the bidder and no escalation of price is allowed in any circumstances throughout the validity of the tender, execution of the work or before receiving the full payment.

(19) If any bidder withdraws his/her offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation, he /she shall be disqualified for submitting tender under State Family Welfare Bureau for minimum period of 1(one) year.

(20) During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice.

(21) Before issuance of the **WORK ORDER**, the tender inviting authority may verify the credential and other original documents of the lowest bidder if required. After verification if it is found that the documents submitted by the lowest bidder is either manufactured or false in that case work order will not be issued in favour of the said bidder under any circumstances.

(22) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequenc


(i) E-N.I.Q

(ii) Technical Bid.

(iii) Financial Bid.

(23) **Qualification Criteria**: -

The tender inviting & Accepting Authority through an "Evaluation Committee" will determine the eligibility of each bidder. The financial offer of the prospective bidder will be considered only if the bidder qualifies in the Technical Bid. If any document submitted by a bidder is either manufacture or false, in such cases the eligibility of the bidder will be out rightly rejected at any stage without any prejudice. The decision of **State Family Welfare Officer & Jt. DHS(FW)** will be final and no challenge against such decision will be entertained.

  
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- (24) Issuance of work order as well as payment will depend on availability of fund and no claim what so ever will be entertained for delay of Issuance of work order as well as payment, if any.
- (25) Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall while uploading any tender for and on behalf of such company or firm, invariably upload a **copy of registered power of attorney** showing clear authorization in his favour by the rest of the directors of such company or the partners of such firm to upload such tender. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act,
- (26) The successful bidder has to execute an agreement in Non Judicial Stamp Paper before final acceptance of the work.
- (27) The tender inviting authority is not obligated to offer work order to the lowest bidder.
- (28) Tender inviting authority at his own discretion may relax minor shortfall (if any) of the qualification criteria of the participants for the interest of Government works.

**SPECIFICATION OF ALCOHOL THERMOMETER**

**Temperature ranges & accuracy:**

Upper limit: +50°C  
Lower limit: -- 50°C  
Accuracy: ±1°C

**Scale markings:**

Easily readable with a minimum space of 1 mm between each line:  
Long lines (with numbers) for each 10 degrees  
Short lines for even numbered degrees  
Shorter lines for odd numbered degrees

**Safe zones for ranges of +2°C to +8°C and -15°C to -25°C to be marked with a green bar.**

**Maximum relative humidity: 90%**

**Casing specification:**

Non-corrodible, sealed mechanism.

**Robustness:**

To withstand 5 drops from 1 meter and vibration test.

**Construction:**

The glass column must be protected against breakage and strongly supported so that:

- ° The column cannot be displaced more than 0.5 mm vertically with respect to the scale;
- ° The reading angle is between 80/100° to plane of support plate.

**Mounting specification**

Hook to suspend from shelf, or adhesive.

**Application and remarks:**

Used inside ILR and DF in health centers. Can also be packed with vaccines during transportation.

WHO Specification reference: E6/TH.3

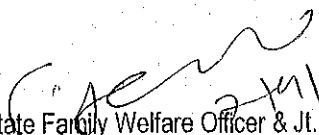
Applies to procedures : E6/PROC/2

  
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The district wise quantity is as follows:

| Sl No. | Name of District              | Qty of Thermometer |
|--------|-------------------------------|--------------------|
| 1      | Cooch Behar                   |                    |
| 2      | Alipurduar                    |                    |
| 3      | Jalpaiguri                    |                    |
| 4      | Darjeeling                    |                    |
| 5      | UD                            |                    |
| 6      | DD                            |                    |
| 7      | Murshidabad                   |                    |
| 8      | Birbhum + Rampurhat HD        |                    |
| 9      | East Burdwan + West Burdwan   |                    |
| 10     | Purulia                       |                    |
| 11     | Bankura + Bishnupur HD        |                    |
| 12     | West Midnapore + Jhargram HD  |                    |
| 13     | East Midnapore + Nandigram HD |                    |
| 14     | Howrah                        |                    |
| 15     | Hoogly                        |                    |
| 16     | S 24 Pgs + Diamondharbour HD  |                    |
| 17     | N 24 Pgs + Basirhat HD        |                    |
| 18     | Kolkata                       |                    |
| 19     | Nadia                         |                    |
| 20     | CFWS, Bagbazar                |                    |
|        | <b>Total</b>                  | <b>1500</b>        |

  
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**Terms and Condition:**

**Name of the Work:** Supply and Delivery of Alcoholic Stem Thermometer at different district DF WB stores under SFWB, West Bengal.

**Stipulated Period:** 2 (two) months will be counted from the date of work order.

- 1) The successful agency must be executed an agreement in Non Judicial stamp paper with State Family Welfare Officer covering all the points of terms, conditions and schedule of works.
- 2.) If any problem will arise within 1(one) year after completion of the works the agency is bound to Rectify the same without any charge.
- 3). Payment will be made @ 90 % of the total amount of bill after received the supply vouchers from all the district. Remaining 10% of payment will be made after 1(one) year from date of supply if not arises any complain.
- 4). The agency will be bounded to abide the rules and regulations made by the department.
- 5). If the agency is unable to complete the works within the stipulated period, then the time extension prayer of the agency's, may allowed by the undersigned for maximum 15 (fifteen) days. If agency is again failed to do the same, 5% of the bill amount may be deducted as a penalty. In others cases, the contract may be terminated, for which no claims will be entertained of the agency.
- 6). Earnest money will return to the successful agency, after payment of the @90% of the bill.
- 7) The successful agency will be Supply and Delivery the same as per allocated quantity to 28 (twenty eight) districts. The allocations with consignee address will be intimated along with the work order.
- 8) Quantity of Alcoholic stem thermometer may vary, which will be bound to accept the successful agency.
- 9) The acceptance will be valid for 1(one) year from date of work order.
- 10) The material will be supplied to the respected district (Total 27 districts) as per allocated by the state.
- 11) Rate should be quotted exclusive of all taxes.

**INSTRUCTION TO BIDDERS**

**1. General guidance for e-Tendering**

Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

**2. Registration of Contractor**

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system; through logging on to <https://etender.wb.nic.in> the contractor is to click on the link for e-Tendering site as given on the web portal.

**3. Digital Signature certificate (DSC)**

Each contractor 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 Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause 2 of Guideline to Tenderers DSC is given as a USB e-Token.

  
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4. The contractor can search & download NIQ & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

**5. Participation in more than one work**

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all of his application will be rejected for that job.

**6. Submission of Tenders.**

General process of submission, Tenders are to be submitted through online to the website in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & 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).

**A. Technical proposal**

The Technical proposal should contain scanned copies of the following further two covers (folders).

**All statutory and non statutory documents copy should be self attested with rubber stamp before uploading.**

**A-1. Statutory Cover Containing**

- i. Demand Draft/ bankers Cheque towards earnest money (EMD) as prescribed in the NIQ against each of the serial of work in favour of the State Health & Family Welfare Samity(A/c-RCH)
- ii. NIT with all terms and conditioned, agenda & corrigendum (**download & upload the same digitally Signed, quoting rate will only encrypted in the B.O.Q. under Financial Bid.**)

Technical Proposal:

i. "BID- A-1"

(SINGLE FILE MULTIPLE PAGE SCANNED) The scanned document uploaded should be legible and readable and should not be repetitive. Uploading of illegible scanned document will not be accepted and will stand for rejection of bid.

|   |   |
|---|---|
| A | Copy of the Demand Draft in favour State Health & Family Welfare Samiti (A/C-RCH) |
| B | e-NIQ   |

**1. A-2. NON-STATUTORY/ MY DOCUMENTS** Containing the following documents:  
This folder will be named as 'My Document'

| Sn | Category        | Sub Category    | Sub Category Description  |
|----|-----------------|-----------------|---|
| A  | Certificates    | Certificates    | P Tax   |
|    |                 |                 | Pan Card  |
|    |                 |                 | Income Tax Acknowledgement Receipt for the last Assessment year   |
|    |                 |                 | VAT/ CST Registration certificate   |
| B. | COMPANY DETAILS | COMPANY DETAILS | Trade Licence/Enlistment  |
|    |                 |                 | Registered Deed of partnership Firm/ Article of Association & Memorandum  |
|    |                 |                 | <b>Power of Attorney</b> (For Partnership Firm/ Private Limited Company, if any) or as mentioned in SL No 26 of this e-NIQ  |
|    |                 |                 | Requisite Completion Certificate for completion of at least one same nature of work having a magnitude of at amount at least Rs.2,00,000/- (Rs. two lakh) only in a single work order during any last three (3) years in a Govt. / Semi Govt./ Undertaking Organization |

  
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Note: -Failure of submission of any of the above mentioned documents (as stated in A1 & A2) if applicable to a bidder, will render the tender liable to summarily rejected for both statutory & non statutory cover.

**B. Financial proposal**

- i. The financial proposal should contain the following documents in one cover(folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate online through computer in the space marked for quoting rate in the BOQ.
- ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

**7. Penalty for suppression / distortion of facts**

Submission of false document by renderer is strictly prohibited & if found action may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

**8. REJECTION OF BID**

The Employer (tender accepting authority) 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 (Final acceptance after completion of agreement in Non Judicial Stamp Paper)** without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's (tender accepting authority) action.

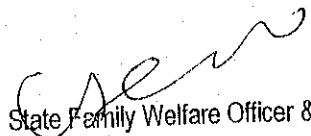
**9. AWARD OF CONTRACT**

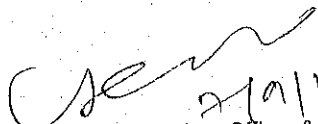
After issuing provisional work order to the successful bidder, the bidder has to make an agreement in Non Judicial Stamp Paper for agreement with The Government. Award of Contract will be issued accordingly.

Memo No: H/SFWB/8C-01-2013/ 1228/165  
Copy forwarded for information and circulation to the: -

- (1) Commissioner Family Welfare and Mission Director, NHM
- (2) Director, FMG
- (3) DP(FW)
- (4) DS(IT) with the request to upload the noted e-NIQ in the departmental website
- (5) ADHS(EPI)

Sd/-  
State Family Welfare Officer & Jt.DHS(FW)  
Date: 07.09.2017

Sd/-  
  
State Family Welfare Officer & Jt.DHS(FW)

  
2/9/17  
State Family Welfare Officer & Jt.DHS(FW)