



GOVERNMENT OF WEST BENGAL
OFFICE OF THE CHIEF MEDICAL OFFICER OF HEALTH
MURSHIDABAD
P.O.- BERHAMPORE, PIN - 742101

Tel no 03482-257877

Email – cmohmurshidabad@gmail.com

Quotation Notice number- CM/MSD/QN/2022/ 4409

Date- 21/06/2022

NOTICE

Sealed Quotations are invited through off-line, from bonafide suppliers/ retailers/ agencies for supplying the below mentioned item (as in Table 1), on as and when required basis, at the office of the undersigned for the period of 120 days, from the date of award of contract.

Table 1-

| Description of item | Brand & Specification | Price to be quoted in Rupees (including GST and other Taxes) | Delivery |
|--|--|--|--|
| Quick Heal Total Security Antivirus [10 users] for 3years | Ransom ware protection, virus protection, browsing protection, phishing protection, safe banking, malware protection, email protection, file vault, parental control, webcam protection, anti-tracker, Wi-Fi scanner, data breach alert, smart scan, auto silent mode, pc tuner. The item should be supported in Windows XP/7/8/8.1/10 & Pro | (Per / piece) | Delivery to be made at the Office of CMOH Murshidabad, no extra transportation cost is allowed |

1. Quotation application form, terms and conditions, and details for bidding can be obtained from the website www.wbhealth.gov.in and www.murshidabad.gov.in. Bidder is requested to go through the Terms and Conditions given as Annexure 'A' carefully before submission of bids.

2. Last date for submission of Quotation is 29.06.2022, till 5.00 PM at the 'Receiving Section' of Office of the Chief Medical Officer of Health, Berhampore, Murshidabad-742101.
3. Quotation will be opened on 30.06.2022; date of opening of quotations may be deferred depending on circumstances.
4. The Quotation Selection Committee reserves the right to reject any or all the Quotation/Tender/s, in total or in part without assigning any reason thereof.
5. The decision of the Quotation Selection Committee is final and binding.

Chief Medical Officer of Health
Murshidabad

Quotation Notice number- CM/MSD/QN/2022/4409/1(13)

Date- 21/06/2022.

Copy for information to-

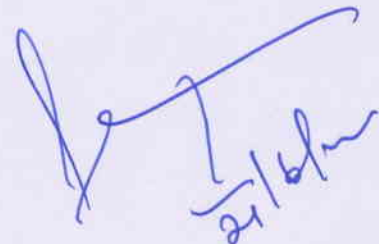
1. Deputy CMOH I, Murshidabad
2. Deputy CMOH II, Murshidabad
3. Deputy CMOH III, Murshidabad
4. DMCHO, Murshidabad
5. Accounts Officer
6. DPM DPMU, Murshidabad.-with request to NIC to post this notice in District's website.
7. DAM Murshidabad
8. Superintendents- all- to display the Quotation notice in their office notice boards for wide publicity
9. ACMOHs- all -to display the Quotation notice in their office notice boards for wide publicity
10. BMOH- RH/BPHCs- all -to display the Quotation notice in their office notice boards for wide publicity
11. District Epidemiologist, IDSP-CD, Murshidabad
12. District Data Manager, IDSP-CD, Murshidabad
13. IT cell in charge Swasthya Bhavan with request to post this notice in website.

Chief Medical Officer of Health
Murshidabad

Annexure A

Terms and conditions-

1. Each bidder shall submit only one price quotation /tender.
2. The Tender/ Quotation form consists of two parts- Technical bid and Financial bid. The Technical bid form and Financial bid form are to be duly filled in.
 - (a) The Technical bid form along with photocopies of requisite documents is to be sealed in an envelope. On the body of the envelope, it should be clearly written "Technical bid of Quotation notice no..... "and will also bear the name and address of the bidder.
 - (b) Financial bid is to be sealed in another envelope. On the body of the envelope, it should be clearly written "Financial bid of Quotation notice no..... "and will also bear the name and address of the bidder.
 - (c) Then both the sealed envelopes containing Technical bid and Financial bid are to be enclosed in one larger envelope, on the body of the envelope it should be clearly written- "Quotation/Tender notice no..... " and will also bear the name and address of the bidder. This envelope should be addressed to 'CMOH Murshidabad'.
 - (d) If the envelope/s is not sealed and marked as required, the undersigned will assume no responsibility for the misplacement or premature opening of the bid.
3. The final sealed envelope is to be submitted at the Quotation Drop box kept in the 'Receiving section' of Office of CMOH Murshidabad, or may be sent by Speed Post/ Registered Post/Courier addressed to Chief Medical Officer of Health & Member Secretary, District Health & Family Welfare Samity, Murshidabad, Baharampore, PIN-742101, West Bengal
4. Last date of submission of Quotation is **29.06.2022 up to 5. 00 PM**, failing which the Quotation/ Tender will not be accepted.
5. The Quotation/Tenders received incomplete or after the scheduled date and time will be summarily rejected. No correspondence will be entertained and considered on the plea of the postal delay or otherwise
6. No correspondence will be made or entertained regarding noncompliance of any terms and conditions.



21/6/22

7. Following self-attested documents need to be submitted along with the Quotation Application form -
- (i) Copy of PAN card of the authorized signatory
 - (ii) Copy of updated and valid Trade License/Enlistment Certificate from Municipality/ Panchayat
 - (iii) Copy of GST Registration Certificate
 - (iv) Copy of submission of Income Tax return of last Financial Year
8. In case of Co-operative Society, the photocopy of valid (i) Society Registration Certificate, (ii) Latest Audit Report conducted by the Statutory Auditor will have to be submitted along with the Quotation paper.
9. The successful bidder shall submit a Bid security (Earnest Money Deposit) of INR 2000/- (Rupees Two thousand only) in the form of Demand Draft drawn from any Nationalised Bank, and is to be drawn in favour of "Secretary, District Health & Family Welfare Samity, Murshidabad" payable at Murshidabad within seven days of signing of agreement or signing of contract. The earnest money deposited by successful bidder will be converted to Security Deposit. No interest will be payable against Earnest money or Security Deposit.
10. The security deposit will be forfeited without prejudice to any action in the event of failure/refusal to supply the logistics at contract/approved rates and or within the period stated in supply order as per accepted/approved Specification.
11. The EMD/Security Deposit also stands forfeited in case the bidder withdraws, or amends his bid after finalisation of Quotation document
12. In addition to the above as per Rule 170 of GFR--- "Micro and Small Enterprises (MSEs), as defined in the MSE Procurement Policy issued by the Department of Micro, Small and Medium Enterprises (MSME), are exempt from submission of EMD (Bid Security). MSME claiming such exemption must produce valid registration certificate as per rules.
13. The quoted rate by the bidder will remain valid for a period not less than 120 days (One hundred Twenty days) from the date of receiving of first Work Order of above mentioned job.
14. No Mobilization Advance / Secured Advance will be allowed.
15. Before submitting the Documents, each page of the Quotation documents are to be signed by the Bidder/ owner/ partner / authorized signatories having legal authority to do so, failing which the Bid will be treated as informal.

16. Important information:-

Date & time schedule:

- (i) **Date of upload on Website –21-06-2022**
- (ii) **Last date of Submission of Quotation – 29.06.2022 up to 5.00 P.M.**
- (iii) **Date of Opening of Quotation –30.06.2022 at 04.00 P.M.**
- (iv) Bid Opening: At the Office of CMOH Murshidabad. Interested bidder may be present at the Office of CMOH Murshidabad during opening of bids.
- (v) In case of any unscheduled holiday on the aforesaid dates, the next working day will be treated as schedule / prescribed date for the same purpose.

17. The Quotation Inviting Authority reserves the right of the following-

- to accept or reject any bid,
- to reject absurd rates, even it is found lowest
- to cancel the Quotation inviting process and reject all bids at any time and 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 the ground for Employer's action.

18. The Bidder who's Bid has been accepted will be notified by the Quotation Inviting & Accepting Authority through acceptance letter/email. The notification of award will initiate the execution of agreement.

19. The successful Bidder shall have to execute Formal Agreement with Chief Medical Officer of Health & Member Secretary, District Health & Family Welfare Samity, Murshidabad within 7(Seven) days from the issuance of Provisional Work order.

20. Before issuance of Letter of Acceptance / Provisional Work order, the Tender/Quotation accepting authority may verify the credential & other documents of the lowest bidder so submitted if found necessary. If it is found such document is/are incorrect / manufactured / fabricated, Letter of Acceptance / Provisional Work order will not be issued in favour of the bidder under any circumstances and action will be taken accordingly.

21. Payment will be made according to the availability of fund from the concerned source. No claim, whatsoever, for delay in payment if any will be entertained

22. The office may terminate the contract at any point of time without assigning any reason thereof.

23. No escalation of rate shall be provided within the contract period.



24. In case of death /mental retarded condition / insolvency of the contractor or any unnatural circumstances that binds termination of contract, shall cause termination of contract from any or both ends automatically.
25. No advance payment will be made to the selected bidder. Payment will be made by this office only after successful completion/delivery of required logistics, in receipt of bill (in triplicate mode). However, no interest is payable on delayed payment.
26. If the vendor fails to supply the required logistics within stipulated time and does not report at all, the Chief Medical Officer of Health, Murshidabad will have the right to terminate the contract at once without assigning any reason and security deposit will automatically be forfeited.


Chief Medical Officer of Health
Murshidabad

QUOTATIONFORM

Technical bid-

1. Tender Notice No. with date-
2. Name of the Work-
3. Name of the Agency/ Retailer/ Supplier-
4. Name of the bidder in full (in BLOCK LETTERS)-
5. Full Office Address for correspondence-

6. Local Address (If any)

7. Email address-
8. Telephone number-

9. Legal entity of the bidder whether MSME/Retailer/ Supplier/Firm/Society/Company/other entity -
10. Trade License number-
11. Trade License issued by-
12. GST number-
13. PAN /TAN number-
14. Any previous experience of supplying such materials in any Government offices-

Certified that the above information is correct and true to the best of my knowledge and belief. In case of information found incorrect later on, I will be responsible and be liable to be rejected forthwith.

Date:

Full signature of the bidder

Office Seal of bidder:

FINANCIAL/PRICE BID

(To be submitted in separate sealed envelope)

1. Name, Address and contact no. of the bidder-

2. Rate Quoted:

| Sl. No. (1) | Name of the Item with Brand and Specification/s (2) | Units (3) | Offering Price (in INR)- Rate Per Piece (4) | GST and other taxes on offering price. (5) | Total cost (Rs.) for one piece (4) + (5) = (6) | Price in words for one piece. (7) |
|----------------|---|---|---|---|--|--------------------------------------|
| 1 | Quick Heal Total Security Antivirus [10 users] for 3years - Ransom ware protection, virus protection, browsing protection, phishing protection, safe banking, malware protection, email protection, file vault, parental control, webcam protection , anti-tracker, Wi-Fi scanner, data breach alert, smart scan, auto silent mode, pc tuner, The item should be supported in Windows XP/7/8/8.1/10 & Pro | As per requirement be the Department | | | | |

- The rate should be quoted as per specification (as mentioned in column no.3).
- Items name, Units & Specification should not be changed as mentioned in column no 2.
- Rate should be quoted as per above mentioned table.
- Rate should not be quoted above MRP; otherwise it will be treated as cancelled.
- If any changes are made to the above table, Quotation will be treated as cancelled
- No, carrying charges will be paid for delivery of items

- Goods must be delivered within stipulated time (as per requirement) from the date of issuing of supply order or as mentioned in supply order.
- Lowest bid is not the sole criteria for selection, quality of article will be taken into account while finalisation of bidder.
- Before assigning contract, the sample may be called for. If sample shown is not found satisfactory, the Quotation/ Tender selection authority reserves the right to cancel the bid.

I/We _____ agree to all the terms and conditions laid by the Chief Medical Officer of Health, Murshidabad in their Quotation Quotation Notice no. _____ dated.....

Date-

Full signature of the bidder.

Office Seal of bidder

DECLARATION

I do hereby declare that I/We shall/will abide by all terms and conditions mentioned in Quotation Notice accordingly.

Date-

Full signature of the bidder.

Office Seal of bidder