

BID DOCUMENTS

**Supply of
Cooked Diet for Indoor Patients
of Basirhat District Hospital
under
Basirhat Health District**

NIT NO. : NIT-08/2017 ,dated 29/08/2017

**Department of Health & Family Welfare
Government of West Bengal
Office of Chief Medical Officer of Health
Basirhat Health District**

Contents

Section	Description	Page
I	Notice inviting Tender (NIT)	3-4
II	PREAMBLE: Definition and abbreviations	5-6
III	Requirement	7-15
IV	Specification of Diet	16-21
V	Consignee List	22
VI	General Condition of Contract(GCC)	23-37
VII	General Instructions to Bidders (GIB)	38-46
VIII	Tender Application Form	47-48
IX	Price Schedule /Bill of Quantity (Directions for quoting price online)	49
X	Contract Form	50-51
XI	Proforma for contractor's monthly Bill	52-57
XII	Checklist for the Bidders	58

SECTION I: NOTICE INVITING e-TENDER (NIT)

Government of West Bengal

Office of the Chief Medical Officer of Health

Basirhat Health District, Basirhat-743292

Basirhat District Hospital Compound, P.O.-Badartala

Phone : 03217 265671; Email : cmoh_bsrht@wbhealth.gov.in; basirhatcmoh2016@gmail.com

NIT No. : NIT-08/2017-18

Date: 29/08/2017

NOTICE INVITING E-TENDER (NIT)

In reference to memo no. 292(2)-MS/HF/O/MS/W-06/2017 dated 27-07-2017, the undersigned invites bids from competent and experienced contractors for providing supply of cooked diet for indoor patients admitted to Basirhat District Hospital for period of 3 (three) years, renewable at end of each completed year of satisfactory service. The 3 (three) year contract period shall commence from the date of notification of award of contract to the selected bidder in this e-tender and will be valid until further order.

1. Name of Health Facility :

Name of Hospital	No. of Bed	No. of Kitchen men to be deployed
Basirhat District Hospital	300	10

2. Date and Time Schedule of e-Tender:

Sl no	Particulars	Date & Time
1	Date of publishing N.I.T. & other Documents online	31/08/2017, 10 am
2	Online documents download start date	31/08/2017, 10 am
3	Online documents download end date	15/09/2017, 5 pm
4	Online Bid submission start date	31/08/2017, 10 am
5	Pre-bid meeting to be held at Office chamber of CMOH, Basirhat Health District	07/09/2017, 11 am
6	Dates for submission of Earnest Money Deposit	31/08/2017 to 15/09/2017
7	Online Bid Submission closing date and time	15/09/2017, 5 pm
8	Online Bid opening date for Technical Proposals	18/09/2017, 10 a m
9	Date of online uploading list for Technically Qualified Bidders	To be notified later
10	Date of online opening of Financial Proposal	To be notified later

3. In the event of any of the above-mentioned dates being declared as a holiday for the e-

tender inviting authority, the bids shall be opened on the next working day at the scheduled time.

4. The bid submitted should be addressed to the tender inviting authority, i.e. to the CMOH, Basirhat District.

5. Bidders may download the e-tender enquiry document from the websites <https://wbtenders.gov.in> and www.wbhealth.gov.in. Any subsequent notice regarding this e-tender shall be uploaded on these two websites only. Bidders are requested to check these two websites regularly for this purpose.

6. This e-tender document comprises the following sections:

Section I: Notice inviting Tender (NIT), i.e. this document

Section II: Preamble

Section III: Requirements

Section IV: Specifications of Diet

Section V: Consignee List

Section VI: General Conditions of Contract (GCC)

Section VII: General Instructions to Bidders (GIB)

Section VIII: Tender Application Form

Section IX: Price Schedule/ Bill of Quantity

Section X: Contract Form

Section XI: Proforma for Contractor's Monthly Bill

Section XII: Checklist for Bidders

7. The e-tender shall be evaluated under the two-bid system, i.e. through evaluation of technical and financial bids uploaded by the bidder online on the e-tender website of <https://wbtenders.gov.in>.


Chief Medical Officer of Health
Basirhat Health District

SECTION II: PREAMBLE

1.1. The following definitions and abbreviations, which have been used in this document shall have the meanings as indicated below:

1.2. Definitions:

i) "Purchaser" means the e-tender inviting authority, purchasing goods and/ or services as incorporated in this e-tender enquiry document, either directly or on behalf of consignees.

For this e-tender the purchaser may either be:

The MSVP of..... MCH/.....Teaching Hospital or

The CMOH of.....District or

The Superintendent of..... (Decentralised Hospital), as applicable.

i) "Bid" means Proposal/ Quotation received from a Firm / Bidder against the e-tender.

ii) "Bidder" means the Individual or Firm submitting Bids/ Quotations.

iii) "Contractor" means the individual or the firm supplying the goods and/ or services as incorporated in the contract.

iv) "Diet" means edible food articles, whether raw or cooked, to be supplied by contractor to indoor patients admitted to health facility as per specifications, terms and conditions stipulated under the contract.

v) "Goods" means the articles, material, commodities, consumables; raw materials and cooked dietary food items, utensils, kitchen appliances and equipment, cooking fuel, stationeries, printing, items of clothing, spares, machinery, computer, electronics items etc. which the Contractor is required to supply to the purchaser under the contract.

vi) "Services" means the scope of work, together with services allied and incidental to the supply of goods, such as their transportation, packing, installation, commissioning; also, cooking, serving and distributing food, cleaning, sweeping, washing, wastes disposal, assisting indoor patients, monitoring and supervision, managerial and administrative services, provision of technical assistance, training, maintenance service, insurance and other such obligations of the Contractor covered under the contract.

vii) "Earnest Money Deposit" (EMD) means Bid Security/ monetary amount or financial guarantee to be furnished by a bidder along with its bid.

viii) "Contract" means the written agreement entered into between the purchaser/ consignee and the contractor, together with all the documents mentioned therein and including all attachments, annexure etc. therein.

ix) "Performance Security" means monetary amount or financial guarantee to be furnished by the successful bidder for due performance of the contract placed on it.

