



Government of West Bengal  
Office of the Principal  
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**e-TENDER NOTICE No:CMSDH-07/2021-22 FOR SUPPLY ,INSTALLATIOIN AND COMMISSIONING OF THE FOLLOWING EQUIPMENTS**

**(Submission of Bid through NIC e- tender portal)**

The Principal College of Medicine & Sagore Dutta Hospital, Kolkata – 700058, is inviting etender on behalf of the Health & Family Welfare Department, Government of West Bengal for obtaining the rate of equipment as per list from bonafide manufacturer/authorized distributors.

Serial No	Name of equipment	Quantity	Earnest Money
1	EBUS TBNA Bronchoscope set	01	2% (Two Percent ) quoted price

**1. General Instructions:**

In the event of e-filing, intending bidder may download the tender documents free of cost from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate or from the Health & Family Welfare Department's website [www.wbhealth.gov.in](http://www.wbhealth.gov.in).

**2. Submission of Bids:**

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed, in the website <http://wbtenders.gov.in>. All papers must be submitted in English language.

**3. Time Schedules:**

The time schedule for obtaining the bid documents, pre bid meetings, registration with the tendering authorities, the submission of bids and other documents etc. will be as per **the list provided in clause no 19** as given below.

**4. Eligibility for Quoting:**

**Only Manufacturers or authorized distributors are eligible for quoting.** Basic rate will be quoted in India Rupees including installation charge, GST, Other charges and taxes as applicable.

**5. Submission of Tender:**

The tender is to be submitted in Two Bid System (Technical Bid or Bid A & Financial Bid or Bid B).  
**Cover A: File containing Technical Bid only - single file with multiple scanned pages containing Statutory and Non Statutory documents separately.**

**(A) Statutory Cover containing the following documents:**

Essential requirements of the Tendering Firm for participation in the tender & should contain all papers mentioned herein -

- A Scanned copy of EMD submission or proper & valid exemption certificate.
- Duly filled in CHECK LIST in the prescribed format. Page number of documents must be mentioned in the check list at the time of uploading the LIST, failing which disqualification of tender may be imposed.
- Application in the prescribed format, duly filled in & signed in, given in Annexure I
- Authorization letter of signatory from Company in Annexure II
- Copy of agreement between the manufacturer and the Distributor in Annexure III

- f. Income Tax Returns submitted for the Assessment years 2017-18, 2018-19 & 2019-20
- g. Trade License in the name of participating firm
- h. Technical specifications of Instrument (in PDF/Excel format. Must mention Make, Model, exact features of the offered item against each point given in the specification chart). **Improper filling &/or suppression of facts/false statement will lead to disqualification and penalty in the form of permanent black listing.**

(B) Non-statutory Cover containing the following documents:

- a. Certificates -
  - 1. PAN Card
- b. Company details -
  - 1. Certificate of country of origin
  - 2. Registration with Registrar of Companies
  - 3. Manufacturing License
  - 4. Import License with validity (for importers)
  - 5. Manufacturer's guarantee (in case of distributors, to be obtained from manufacturer)
- c. Credential -
  - 1. List of purchaser for last two years
- d. Financial Info -
  - 1. Audited P/L & Balance sheet of 2017-18, 2018-19 & 2019-20

**COVER "B": Separate file containing financial document only.**

- (a) Financial Bid: **BOQ in INR (in excel sheet) should be basic rate of equipment including of installation, commissioning, carrying, taxes(as applicable)**

#### **6. Evaluation of Tender:**

During tender evaluation process, "Bid A" will be opened first. Those tenderers who would qualify the essential & other requirements on the basis of technical and commercial documents will be identified and only their "Bid B" i.e. financial bid will be opened. Bidders have to give demonstration for the product and demonstration will be performed at this intuition. Tender inviting authority will fix up date and time demonstration. No addition cost will be entertained for demonstration purpose.

#### **7. Earnest Money:**

The amount of Earnest Money to be submitted shall be **2% of quoted price**

**The process may be followed as per memorandum of the Finance Department Audit Branch bearing Memo No-3975-F(Y) dated: 28<sup>th</sup> July, 2016 (GRIPS)**

The earnest money of the tenderer is liable to be forfeited if the tenderer withdraws his tender as a whole or for any particular item or items at any stage after opening of the tender or fails/refuses to enter into written agreement for any or all of the items of his accepted bid within the time specified when requested to do so or fails to furnish Performance Bank Guarantee within the stipulated time. EMD should reach the office of the u/s along with hard copy of Bid A on or before the stipulated date as mentioned in clause 19.

#### **8. Order & Supply:**

The tendering authority has the liberty to ask for performance demonstration of any item before placing order for supply. In case of dissatisfaction, the authority will have the right to disapprove the offer of L1 bidder. The successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier.

#### **9. Withdrawal /Cancellation & Purchase Policy of Tendering Authority:**

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any tenderer, shall be treated as cancelled. Withdrawal of tender or any revision after submission of tender by the tenderer will not be allowed.