

**E-TENDER FOR PURCHASE OF MEDICAL INSTRUMENTS AND EQUIPMENTS
FOR DEPARTMENT OF SHALYATANTRA (Surgery) OF
J. B. ROY STATE AYURVEDIC MEDICAL COLLEGE & HOSPITAL
170-172 RAJA DINENDRA STREET
KOLKATA 700004**

FOR THE PERIOD 2018-2020

BID DOCUMENT

**Government of West Bengal
Department of Health & Family Welfare**

GOVERNMENT OF WEST BENGAL
Department of Health & Family Welfare
J.B.ROY STATE AYURVEDIC MEDICAL COLLEGE & HOSPITAL
170-172 RAJA DINENDRA STREET, KOLKATA 700004
e-mail: jbrsamc_2008@rediffmail.com

NIT NO. WBHF/JBR/e-NIT-07/18-19

DATED 24/12/2018

Section I:

BID DOCUMENTS INCLUDING TERMS AND CONDITIONS

(Submission of Bid through NIC e-tender portal)

Principal-Superintendent, J. B. Roy State Ayurvedic Medical College & Hospital hereby invites e-tender for procurement and installation of different instruments and equipments for the Department of Shalyatantra (Surgery) of this institute from competent, experienced, bonafide Agencies/ Distributor/Manufacturer. The rate will remain till 31st March 2020.

The Tender Committee reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof.

Open
24.12.18
Principal-Superintendent
J. B. Roy State Ayurvedic Medical College & Hospital
Principal-Superintendent
J.B.Roy S A.M College & Hospital
Kolkata-4

1. A: Abbreviations:

"TE Document" means e-Tender Enquiry Document;

"NIT" means Notice inviting e-Tender;

"GIB" means General Instructions to Bidders;

"GCC" means General Conditions of Contract

"GST" means Good and Services Tax

"BMW" means Bio-Medical Waste

"DSC" means Digital Signature Certificate

"BOQ" means Bill of Quantity or the Price Schedule in which rates for the e-tender should be quoted and uploaded online on the e-tender

Section II: Requirements (instruments and equipments): As per Annexure-B

(Desired specification may be collected from the Office on Pre Bid Meeting)

Section III: General Instructions to Bidders (GIB):

1. Document downloading:

Intending bidder may download the tender documents free of cost from the website: <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Tender documents may also be downloaded from the Health & Family Welfare Department's website www.wbhealth.gov.in.

2. Earnest Money Deposit (EMD)

2.1 Registered SSI units participating in Govt. tenders are eligible for exemptions from payment of earnest money and security deposit (EMSD) under Rules 47(A) (1) and 47(B)(7) of WBFR, vol.-I, read with Finance Dept. notification No. 10500-F Dt. 19.11.2004 and its clarification Vide memo. No. 4245-F (Y) dated 20.05.2013.

2.2 The amount of Earnest Money to be deposited online shall be **Rs.10, 000/- (Rupees Ten thousand)** only.

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

3. Submission of Bid:

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

4. Time Schedule for e-tender

Time schedule for obtaining the bid documents, registration with the tendering authority, the submission of bids and other documents etc. will be as per the list provided in clause - date and time schedule of e-tender.

5. Eligibility:

Competent, experienced and Bonafide firm fulfilling all terms and conditions and other eligibility criteria.

6. Submission of the tender:

The tender is to be submitted in two Bid System.

Technical Bid:

(SINGLE FILE MULTIPLE PAGE SCANNED)

Essential requirements of the bidder for participation shall contain all the following documents that have to be uploaded viz.

1	Application in the prescribed format given in Annexure A
2	Authorization letter of signatory from Bidder Firm
3	Credential for supply of similar items to Government/Private healthcare institutions or other Institution
4	Notice Inviting e-Tender with all Tender documents
5	Details of the Firm-Address, contact No. , e-mail ID, Proprietor/Partners/Directors etc.
6	PAN (Income Tax)& Income Tax Return for the financial year 2016-2017
7	Professional Tax Registration certificate& Latest Professional Tax Deposit Challan
8	GST Registration Certificate
9	Valid trade license
10	Copy of Manufacturing License/ Import License with validity (if applicable)
11	Undertaking regarding non conviction/non Black listing of the bidder (Affidavit of non conviction affirmed before a First Class Judicial Magistrate/Executive Magistrate or Notary Public)
12	Check List

7. FINANCIAL BID

BOQ in INR (in excel sheet)

The folder as "Financial Bid" shall contain all inclusive (all kinds taxes/duties/carriage/3 years comprehensive on-side warranty charges/other charges etc.), price **including GST** in Indian Rupee, of the items proposed to be sold.

8. Evaluation of the tenders

During the tender evaluation process, the Technical Bid will be opened first. Technical Bid will be identified will be evaluated by the Tender Committee and only the Financial Bids of those qualified in Technical Bid will be opened.. The Financial Bids of those Bidders failing in Technical Bid will not be opened and shall be rejected. The Bidder offering the specified item(s) at the lowest rates of will only be selected as per rules.

9. Earnest Money Deposit:

Each tender to be submitted, unless exempted under the existing orders of the West Bengal Govt., must deposit Earnest Money of **Rs-10,000/-(Rupees Ten Thousand Only)** electronically (**ONLINE MODE**) only as detailed in Government of West Bengal, Finance (Audit) Department Memorandum No.3975-F(Y) dated 28th July 2016. The onus of proving that a Bidder is exempted from Earnest Money will lie on the Bidder and must be proved by submission of valid documents.

The earnest money of the Bidder will be liable to forfeiture if the Bidder withdraws from the tender process as a whole or for any particular item or items at any stage after the opening of the tender, or fails / refuses to enter into written agreement for any of all of the items of his accepted tender within the time specified when requested to do so or fails to furnish necessary Security Deposit within the stipulated time.

10. Price/Rate:

The price is to be quoted in Indian Rupees inclusive of all kinds of duties, taxes, packing, forwarding, freight charges, Insurance, clearing charges, installation & maintenance, 3 years comprehensive on-side warranty charges, testing and dismantling (if any) charges etc. **including GST**, in Indian Rupees only

The instrument is to be transported in such packaging so that there is no damage to the primary packaging during the transportation process.

11. Order & Supply:

Orders for the supply of the approved products will be placed with the successful tenderer(s) and such supply shall have to be made in such installments as may be fixed or spread over the period to be specified in the supply orders. **The successful tenderer will have to supply & submit bill within the specified time schedule as per supply order.**

12. 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. The tendering authority also reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Tenderer will not be allowed. The tendering authority reserves the right to accept or reject any tender, in part or in full, without assigning any reason.

Purchase will, however be made following the existing purchase policy of the Govt. of West Bengal and its amendment(s) made as per West Bengal Financial Rules, as amended and order/Notification etc. issued from time to time.

13. Important Instruction with regard to submission of tender.

The rate should be quoted in Indian Rupees (both in figure and words) for a particular brand or model / model no. of the offered item only as mentioned in the appropriate column of the 'Tender Form'. (Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model, model no. etc. **(Technical Specification)** The detail information regarding the manufacturer and the item quoted in the 'Tender Form' shall be furnished.

14. Spare Parts

The Bidder will undertake with the authentication from Principal/Manufacturer Firm that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipments and the complete system for at least ten years on a continuing basis and also mentioning the cost of consumables /spares parts with validity of offer.

However, this does not relieve the supplier of any warranty obligations under the contract.

15. Guarantee / Warranty:

a. The tenderer must quote for a price which includes the cost of three (3) years' onsite comprehensive warranty from the date of supply and installation.

b. All faults appearing and their rectification shall be periodically advised to the laboratory, the period being not more than a month.

c. Any lacuna or lacunae noticed in the functioning of the installation as a result of any design feature shall be rectified by the supplier free of cost.

16. After Sales Services:

After sales services will have to be provided by the supplier during and after the guarantee period of the equipment supplied by the firm.

17. Delivery, Installation and Commissioning

15.1 Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser.

15.2 The installation, testing of the proposed system shall be completed in accordance with the order.

15.3 In case of distributor, the firm should be direct distributor. The sub-distributor authority by distributor will not be accepted at all.

18. Special terms and conditions for tender submission:

The tenderer should have been in this business for a period of at least two years in the country in relation to the type of equipment for which the quotations / tenders are being submitted.

A proof of ownership/partnership etc. shall be submitted along with verification of address, telephones and fax numbers.

The tenderer should submit statement of financial standing from their bankers. The name of the bank along with full address is to be furnished.

A statement of overall turnover for the previous three years shall be required. If applicable a copy of the applicant's annual report and accounts for each of the last three years should also be submitted.

The tenderer is also required to submit performance report from other similar organization where the firm is registered for supply and erection of similar projects of hospital equipment/system. He will also submit list of organizations where the System has been installed by the firm in the last two years.

The tenderer has to give a certificate that the firm has not been blacklisted in the past by any Institution Government/Private or convicted in any criminal case.

If the tenderer gives a false statement on any of the above information, the firm will not be considered and their quotation/tender shall be rejected and the EMD shall be forfeited.

19. Penalty Clauses:

If during the tender process or at any state during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be Forfeiture of Earnest Money and/or Forfeiture of Security Deposit, if enlisted as a supplier.

20. Appeal:

Appeal against the decision of the Principal Superintendent, J. B. Roy State Ayurvedic Medical College & Hospital, Kolkata, West Bengal and to impose such a penalty will lie with Tender Selection Committee. Review against the decision of the T.S.C. will lie with Health & F.W. Department of the Government of West Bengal.

The DG (Ayush) /Jt. Secretary/Principal Secretary will be the appellate authority within the Department of Health & Family Welfare, Government of West Bengal. Before any penalty is imposed, the concerned supplier may appeal to the authority citing the proper reasons for non- imposing the penalty as stated.

21. Supply:

On a tender being accepted, Supply Order will be issued to the Tenderer by Principal Superintendent , J. B. Roy State Ayurvedic Medical College & Hospital ,Kolkata. Supplies will have to be completed by door delivery within maximum 10(ten) days from the date of placing the order.

22. Security Deposit:

Within 15 (fifteen) days Security deposit @2% of order value shall furnish from the date of issue of notification of award by the purchaser. Security Deposit shall be released only after the expiry of the warranty and free maintenance period subject to satisfactory completion of the work.. The Security Deposit shall be retained up to 6 (six) months after the date of satisfactory completion of all contractual obligations by the contractor after expiry of the contract including its renewal and extension, if any.

The Security Deposit shall be deposited in Indian Rupees to the state government through TR Challan under budgetary head of account 8443-00-103-Earnest Money-001-07-Deposits. No other forms of deposit can /will be entertained by the hospital authority.

23. Inspection:

Before submitting the tender, the intending tenderers should thoroughly acquaint themselves with the proposed supply and installation by local inspection of site and make into consideration the site

condition and other criterion for effecting smooth supply. No claim whatsoever will be entertained afterwards.

24. Date and Time Schedule of e-Tender:

SL. No.	Particulars	Date & Time
1	Date of publishing N.I.T.& other Documents online	28.12.2018 after 11.00 Hrs
2	Online documents download start date	28.12.2018 after 11.00 Hrs
3	Online documents download end date	15.01.2019 up to 17.00Hrs
4	Online Bid submission start date	28.12.2018 after 11.00 Hrs
5	Online Bid Submission closing date and time	15.01.2019 up to 17.00Hrs
6	Online Bid opening date for Technical Bids	19.01.2019 after 11.00 Hrs
7	Pre-Bid meeting	02.01.2019 at 15.00 Hrs
8	Date of online uploading list for Technically Qualified Bidders	TO BE NOTIFIED LATER
9	Date of online opening of Financial Bids	TO BE NOTIFIED LATER

25. Payment:

Payment will be made through e payment system through ECS/RECS/RTGS after execution of due supply and installation thereof as ordered subject to:

- a) Supply of the items as per specification as provided in the tender documents and the catalogue;
- b) Supply of the items within the time period as specified in the work order;
- c) Availability of fund from the Government.

On being selected, the successful vendors will have to submit details, to the Principal Superintendent, J. B. Roy State Ayurvedic Medical College & Hospital, Kolkata, of the Bank account No. with MICR/IFSC code for making e payment. No other mode of payment will be allowed to be made as far as practicable.

Payment will be made after completion of installation and commissioning etc. on receipt of

- i) Supplier's invoice in original
- ii) Guarantee and installation certificate

26. Checklist:

SL. No	Items	Yes / No	Page No.
1	Documents in support of EMD exemption (if claimed)		
2	Tender Application Form Annexure-I		
3	Authorization letter of signatory from Bidder Firm in Annexure II		
4	Notice Inviting e-Tender (entire Bid Document)		
5	Copy of PAN Card of the Firm		
6	Certificate of Incorporation (if Company)		
7	Copy of Income Tax Return of the Firm (latest)		
8	GST Registration Certificate/Letter		
9	Performance Statement with Credential for supply of similar items to Government/Private healthcare institutions or other Institution.		
10	Copy of Professional tax registration certificate		
11	Copy of Valid Trade License from Appropriate authority		
12	Details of the Firm-Address, contact No. , e-mail ID, Proprietor/Partners/Directors etc.		
13	Bidder's Undertaking (Affidavit of non conviction affirmed before a First Class Judicial Magistrate/Executive Magistrate or Notary Public)		
14	Name, address of banker, account number, IFSC Code		

27. WITHDRAWAL /CANCELLATION & PURCHASE POLICY OF TENDERING AUTHORITY:

Purchase will be made following the existing purchase policy of the Govt of West Bengal and its amendment(s) made from time to time. The purchase policy of the State Government as provided in the West Bengal Financial Rules as amended from time to time.

The BUYER reserves the right to procure any item, of the tender directly from a state/ Central Govt. undertaking even if a tender for the same has been offered/ accepted.

28. PENALTY CLAUSES

In case of supply of the sub-standard/low-quality items, in the opinion of the BUYER, the said item(s) will be taken back by the VENDOR immediately and the payment for the said items will not be made to the VENDOR or if paid in the meantime, is to be deducted from the pending bills of the VENDOR or from Security Deposit.

In addition to rejection of the supply, BUYER will have the right to cancel the supply order wholly or in part, and to recover the loss, if any, by making deductions from any pending claim of the VENDOR from or Security Deposit, as may be deemed fit.

The BUYER reserves the right to declare the VENDOR blacklisted for three 3(three) if the VENDOR withdraws from AGREEMENT or fails to supply within stipulated period the item(s) or supplies non-standard\low-quality item(s) within tender period in the opinion of the BUYER. In that case, the firm will be blacklisted for those particular items for a period of three years.

The BUYER will have the right to reject the rates tendered or terminate/ cancel the purchase order(s) and/ or not to re- order at its sole discretion.

Financial Penalties

If at any state during the validity of the AGREEMENT, it is found that the VENDOR has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures may be initiated. Similar penal measures may also be initiated against the VENDOR if found submitted false/ misleading/ fraudulent documents or made incorrect declarations

The penal measure(s) will be as follows:-

Forfeiture of Security Deposit, Part/Full, at the sole discretion of the BUYER if enlisted as a supplier and debarment from further supply orders.

If the VENDOR fails to supply the item(s) within 10 days, the firm quoting L2 may be selected at the discretion of BUYER without any further reference to the L1 and the VENDOR will be debarred from participation in the tenders that may be floated by the BUYER for the next three years.

VENDOR will be blacklisted after issuance of a show- cause-letter and after consideration of its reply, to be given by the firm within 10 clear days after receiving such show cause notice for such delay beyond 30 days in five occasions.

Principal-Superintendent

Annexure A

APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full address and contact no etc)

To
The Principal-Superintendent,
J. B. Roy State Ayurvedic Medical College & Hospital,
170-172, Raja Dinendra Street,
Kolkata 700004

Sub: NIT for Medical Equipments and instruments for the Department of Shalya Tantra (Surgery)
of J. B. Roy State Ayurvedic Medical College & Hospital, Kolkata, West Bengal.

Ref:- NIT NO. – WBHF/JBR/e-NIT-07/18-19

DATED 24/12/2018

Sir,

Having examined the pre-qualification & other documents published in the N.I.T, 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 of.....duly authorized to submit the offer. The authorization document from the Firm is attached in Annexure II.

2. We accept the terms and conditions as laid 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 following item /items and assured supply as per Table-1 (Instruments Specification)

4. a. We propose that the order and bill should be raised in our name.

c. The agreement between ourselves and the distributor/C&F/Liaison & documents as prescribed is attached in annexure III

5. In the event of being selected, supply will be made within the stipulated period excepting the condition which is beyond our control.

6. 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 including title
and capacity in which application is made.
Contact no:
Tele:
Mobile:
E Mail address:

ANNEXURE-B

Sl No	Name of the Instrument & Equipments	Technical Specification	
1	Ksharasutra Making Kit Professional	Model - Capacity : Fifteen Hangers / 405 threads (a) Ksharasutra Stretching Kit Hangers(b) Hanger support rack for coating © Hanger storage rack(d) ksharasutra drying cabinet for fifteen hangers.	
2	Video Rectoscope	Functions	FULL-HD Live Image (16:9) Comparison Image USB 2.0 PC Slave Mode Image Adjustment <ul style="list-style-type: none"> - Brightness, Sharpness, Contrast, Gamma, Exposure - Image Conversion - Selectable color model (User 1/2/3/Default) - Stored image file play - Create Folder, Delete Folder & File - System Time Setting
		Camera resolution	1920x1080
		Video Out	1920x1080i, 60 frame, HDMI
		PC Interface	USB 2.0/Slave Mode Directly connected to the PC application
		Internal Storage	32G
		External Storage Interface	USB 2.0 Memory Stic/FAT32
		Still image Capture	1920x1080 jpg file
		User Key Interface	5 Directional Key
		Light Source	18W LED lamp, color temperature (4800*K) Adjustable light intensity
		Cable Length	2 M
		Foot switch	For Freeze & Still Capture
		AC Input	90~264VAC Max 45 Watt Universal AC Input/Full range
		Hemorrhoid	Anoscope for Internal or External Hemorrhoids, Anal Fissure and Anal Fistula.

3	Video Assisted Anal Fistula Treatment with Closure of the Internal Fistula Opening (with 2 no of Bare Fiber & Radial Fiber)	Laser Type	Diode, Semiconductor
		Wavelength	980nm
		MAX Power	15 Watts
		Aiming Beam	635nm/1, 4Mw max or 515nm/2, 5mW max Operating Mode
		Pulse Time	0.05ms-1000ms
		Beam delivery	Fiber Optic with SMA 905 Connector
		Optical Fiber Connector	SMA 905, accepts optical fibers having a core diameter from 320µm up to 600µm, NA=0,22-0,48
		Beam Emmition Initiation	Footswitch
		Controller	Microprocessor
		Display	7" TFT with touch panel
		Cooling System	Internal, air and thermoelectric cooling
		Power Supply of the Laser	DC 24V/8.33A from the Separate AC
		Power Supply of AC Adapter	Single phase 100-240 VAC: 50-60 Hz; max 90 W
		AC Adapter	DC 24v/8,33A Medical Approval EN60601-1 Class I
		Environmental Conditions During Work	from +10°C to +25°C Relative humidity from 30% up to 60%
		Bare fiber	2 No.
Radial fiber	2 No.		

NB: Technical Specification may be collected from the Office during Pre Bid Meeting. The Bidders will have to quote the price o the Instruments or equipments according to above Technical Specification only.

SPECIFICATION:

The VENDOR agrees to supply the approved Medical Instruments and Equipments of the brand/specification only, as provided in the technical documents submitted in respect of the aforesaid tender. Deviation from that will lead to execution of penal action.

29.12.18

Principal-Superintendent

Principal-Superintendent
J.B.Roy S. A.M College & Hospital
Kolkata-4