

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER,  
DISTRICT PROGRAMME MANAGEMENT UNIT**

AT/PO/DISTRICT: - BARGARH, 768 028, ODISHA  
☎ (06646) 231763, Fax: (06646) 231763, E-mail: [dpmubar@gmail.com](mailto:dpmubar@gmail.com)

## List of items to be procured and their Annexure

SI No	Name of the Item	Details of item along with Technical specification/Eligibility Criteria/ Terms & conditions is available in annexure
01	Office furniture	Pls refer Annexure no:IV and Technical Bid- Cover –ACover – B for finance bid
02	Electrical / Electronic Items	Pls refer Annexure no: V and Technical Bid- Cover –A Cover – B for finance bid

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**Annexure –I**

***Terms and Conditions for supply of Office Furniture/ Electronic Items for use at District Head Quarter Hospital for different wings of CDM&PHO, Bargarh***

**Tender Call Notice No:21/NHM/BGH/2019-20 Dated: 31/12/2019**

Sealed Quotations are invited from the interested firms / agencies / Distributor for supply of Office Furniture / Electronic Items for use at District Head Quarter Hospital. List of Items mentioned in **Annexure- IV to V** for different wings of CDMO Office, Bargarh as per specification detailed therein.

<b>Items required</b>	Office Furniture, Office Electronic Items for use at District Head Quarter Hospital ( <u>Complete list of items along with specification are given in Annexure - “IV to V” separately attached</u> ).
<b>Quantity Required</b>	<b>Quantity mentioned at Annexure- IV to V.</b> Quantity may vary according to requirements. Requirements can be placed at any time during the valid period of tender.
<b>Validity of Tender</b>	1 (one) year from the date of finalization of tender.
<b>Last date for submission of Tender documents</b>	<b>Date: 10/01/ 2020 Time 1:00 P.M</b> Address: Office of the Chief District Medical & Public Health Officer, Bargarh, District Head Quarter Hospital, At/Po/Dist – Bargarh, PIN – 768028
<b>Date, Time &amp; Place of Opening of Tender</b>	<b>Date: 10/01/ 2020 Time 3:30 P.M</b> <b>Place: DTU, DPMU, NHM, Bargarh</b>
<b>Documents required for participation in the tender process</b>	a) Photocopy of GST registration certificate. b) Photocopy of PAN Card c) Photocopy of Registration of Agency / Organization in any other Act applicable. d) AADHAAR No of proprietor/Managing Partner/Director of the Organization. e) The bidder has to submit self-declaration ( <b>in the format given in Annexure – “II”</b> ) that the organization does not have any legal suit / criminal case pending against it for violation of GST Act or any other law and agrees to abide by all terms & conditions of the tender).

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	<p>f) Valid authorization certificates either from manufacturer or their authorized representatives such as Dealer/ Distributorship certificate.</p> <p>g) Self-declaration that organization agrees to abide by all terms &amp; conditions of the tender. <b>(in the format given in Annexure –“III”)</b></p> <p>h) Tender paper cost - in form of Bank Draft drawn in favor of <b>ZSS (NHM), Bargarh</b> (Non –Refundable).</p> <ul style="list-style-type: none"> <li>○ <b>Rs. 500/- (Rupees Five hundred only)</b> in case of Office Furniture/ Electronic Items.</li> <li>○ <b>Rs.10,000/- (Rupees Ten Thousand)</b> in form of Bank Draft in favor of <b>ZSS (NHM), Bargarh</b> towards EMD. EMD will be refunded to the unsuccessful bidders after finalization of Tender Process. EMD of successful bidder will be kept as security for 1 year from the date of finalization of tender.</li> </ul> <p>i) In case of furniture items brochure/ Photograph of items should be attached</p> <p><b><u>The agency or organization, who was defaulter earlier for supply of any items, is disqualified for participating in the tender process.</u></b></p>
<p align="center"><b>Submission of Bid Documents</b></p>	<p>Bid will be submitted in two parts i.e. <b>Technical Bid (Cover – A)</b> and <b>Financial Bid (Cover – B)</b>. The bidders should give their technical and financial proposal separately in two envelopes and both should be put into third cover which should be super scribed as <b>“Tender Call Notice No:21/NHM/BGH/2019-20”</b>. The bidders qualified in the technical bid will be eligible to participate in financial bid. <b>Tender documents should reach to the office of the undersigned either through Speed Post / Regd Post &amp; Courier only.</b></p>
<p align="center"><b>Signing of Documents</b></p>	<p>All documents submitted must be signed by the authorized signatory of the organization.</p>
<p align="center"><b>Price to be quoted</b></p>	<ol style="list-style-type: none"> <li>1. Price/Rate should be quoted for a single item/ per unit basis.</li> <li>2. Price quoted should be inclusive of all taxes and transportation charges for delivery of the item.</li> <li>3. No other cost in any form will be borne by the undersigned for delivery of the item except the rate approved in the tender.</li> <li>4. Supplier has to supply the items as per requirements placed in the rate approved during the valid period of rate contract finalized in the tender otherwise security submitted will be forfeited.</li> </ol>
<p align="center"><b>Brochure / Photograph</b></p>	<p>In case of furniture items brochure/ Photograph of items should be attached</p>

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<b>Warranty/ Guarantee</b>	Supplier should provide at least 1 (one) year warranty items supplied by him. Supplier will undertake any repairing work with in the valid period of tender without any cost.
<b>Delivery</b>	<ol style="list-style-type: none"><li>1. The suppliers shall ensure that the quality and quantity should be as per the supply order and rate approved in the tender.</li><li>2. The supply of items shall be made within the stipulated time mentioned in the supply order and supplier is required to submit the bill along with items for payment in the rate approved for the quantity supplied. The transportation of items is the sole responsibility of supplier and must deliver the item on door delivery basis.</li><li>3. The CDM&amp; PHO, Bargarh has the authority to cancel/reject the supply order in case of delay/failure/ non-compliance to the specifications finalized in tender.</li></ol>
<b>Breakage</b>	Any breakage of glass item or any other material during transportation must be replaced by supplier within 7 days.
<b>Terms of Payment</b>	Payment will be released only after successful installation and physical verification along with user certificate regarding satisfactory working of equipment.
<b>Consequences for non-compliance to the terms &amp; Conditions after finalization of tender</b>	<ol style="list-style-type: none"><li>1. In case of non-compliance by the approved supplier i.e. L1 bidder, the order will be placed to next lowest bidder in L1 price and so on.</li><li>2. Security of L1 bidder will be forfeited.</li></ol>
<b>Other Terms &amp; Conditions</b>	<ol style="list-style-type: none"><li>1. The person representing as a bidder should be properly authorized. Authorization letter is to be produced before participating in the tender process. Unauthorized person will not be allowed to participate in the tender process.</li><li>2. If no suitable bidder found, committee may finalize the tender with suitable modifications and may relax any of the terms and conditions.</li><li>3. The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.</li><li>4. For any dispute decision of Collector and District Magistrate, Bargarh shall be final.</li><li>5. All disputes are subject to the jurisdiction of Bargarh court only.</li></ol>

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**Chief District Medical & Public Health Officer  
Bargarh**

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**Should be submitted in the letter head of the organization**

**(Annexure No - II)**

**SELF DECLARATION**

I Mr / Mrs \_\_\_\_\_ on behalf of  
\_\_\_\_\_ (Firm/Agency/Distributer Name) declare that I / We are not  
blacklisted by any Central / State Govt. / Public Sector undertaking in India. I have given consent that the  
supply of above materials will be done in the stipulated time as per given specification. I confirm that the  
information that I have provided above is true & correct.

**Date:**

**Signature**

**Place:**

**Name**

**Designation:**

**Should be submitted in the letter head of the organization**

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**(Annexure No - III)**

**SELF DECLARATION**

I Mr / Mrs \_\_\_\_\_ on behalf of  
\_\_\_\_\_ (Firm/Agency/Distributor Name) declare that I / We are agrees to  
abide by all terms & conditions of the tender. I confirm that the information that I have provided above is true &  
correct.

**Date:**

**Signature**

**Place:**

**Name**

**Designation:**

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(Annexure No - IV)

List of Electronics Item

Sl No	Name of the Item	Specification	Estimated Quantity to be procured
01	Window Speaker		01 (One)
02	Patient Calling System		01 (One)
03	Refrigerator	170 Liter - Maximum Budget Rs.10, 000/-	20 (Twenty)

**Note: - Photographs are given below for reference.**

01. Window Speaker



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(Annexure No - V)

**List of Furniture Item**

Sl No	Name of the Item	Specification	Estimated Quantity to be procured
01	Lshape Wall Table	Type – Wall Table , Shape – L Shape, Material – Ply, Handle – Stain less Steel	50 (Fifty)
02	Blood Collection Chair		04 (Four)
03	Door / Window Screen Fitting	Material – Stain less Steel	50 (Fifty)
04	Wall Fixing Cup Board	Material – Ply, Handle – Stain less Steel	50 (Fifty)

**Note: - Photographs are given below for reference.**

**01.L shape Wall Table**



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**02. Blood Collection Chair**



**03. Wall Mounted Cup Board**



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**(Technical Bid- Cover –A)**

<b>SI No</b>	<b>Particulars</b>	<b>(Clearly mention data here) (Don't refer annexure here)</b>	<b>Page No</b>
1.	Name and address of the Organization		1
2.	Photocopy of Registration of Agency / Organization		2
3.	PAN No of the Organisation / Proprietor / Managing Partner /Director of the Organisation <i>(Attach photo copy of PAN Card)</i>		3
4.	AADHAR No of Proprietor /Managing Partner /Director of the Organisation		4
5.	GST Registration No <i>(Attach photo copy of registration certificate )</i>		5
6.	Valid authorization certificates either from manufacturer or their authorized representatives such as Dealer/ Distributorship certificate.		7
7.	<ul style="list-style-type: none"> <li>Tender paper cost in shape of Demand Draft of <b>Rs. 500/- (Rupees Five hundred only)</b></li> </ul>	<b>Details of Demand Draft along with details of Drawee Bank</b>	
		Draft No:	
		Name of the Bank :	
		Branch address:	
		Amount (Rs.):	

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8.	Security Deposit in shape of Demand Draft of Rs.10,000/-(Rupees Ten Thousands only).	<b>Details of Demand Draft along with details of Drawee Bank</b>	
		Draft No:	
		Name of the Bank :	
		Branch address:	
		Amount (Rs.):	
9.	Self-declaration that the Organisation does not have any legal suit/ criminal case pending against it for violation of IT, GST Act or any other law in India. <b>(in the format given in Annexure –“VI”)</b> .		
10.	Self-declaration that organization agrees to abide by all terms & conditions of the tender. <b>(In the format given in Annexure –“VII”)</b> .		
11.	Whether all documents submitted signed by the authorized signatory of the organization ( Yes / No )		

**DECLARATION**

I / We hereby declare that, the terms and conditions, specification etc. given with the tender notice have been read carefully and it is acceptable to me/us and that the information furnished above is full and correct to the best of my / our knowledge. I/ We understand that in case of any deviation in the above statement at any state, the Firm/Agency will be blacklisted and will not have any dealing with it in future.

Place :

Date :

**Seal & Signature of authorized Signatory.**

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(Cover- B)

**Financial Bid**

**Price Bid for supply of Electronic Items for use at District Head Quarter Hospital**

Sl No	Name of the items	Specification	Per Unit/ Per Piece	Price quoted exclusive of all taxes. (In word & Figures) (Rs.)
01	Window Speaker	Type – Wall Table , Shape – L Shape, Material – Ply, Handle – Stain less Steel	Per Piece	
02	Patient Calling System	-	Per Piece	
03	Refrigerator	Material – Stain less Steel	Per Piece	

**Price Bid for supply of Furniture Items for use at District Head Quarter Hospital**

Sl No	Name of the Item	Specification	Per Unit/ Per Piece	Price quoted exclusive of all taxes.(In word & Figures)(Rs.)
01	Lshape Wall Table	Type – Wall Table , Shape – L Shape, Material – Ply, Handle – Stain less Steel	Per Running Sq. Ft.	
02	Blood Collection Chair	-	Per Piece	
03	Door / Window Screen Fitting	Material – Stain less Steel	Per Running Sq. Ft.	
04	Wall Fixing Cup Board	Material – Ply, Handle – Stain less Steel	Per Running Sq. Ft.	

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