

**TENDER DOCUMENT FOR SUPPLY OF
LABORATORY ITEMS (CHEMICALS & CONSUMABLES ETC.)
FOR THE YEAR 2018-2019**

CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JAJPUR
(HEALTH & F.W. DEPTT., GOVT. OF ORISSA)

Bid Reference No. – CDM & PHO/Jajpur (825/08.03.2019) 2018-2019

DATE OF COMMENCEMENT OF THE BID DOCUMENT: **08.03.2019**

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : **25.03.2019/12.00 noon**

DATE & TIME OF OPENING OF COVER-A (Technical Bid) : **26.03.2019/03.00 PM**

DATE OF OPENING OF COVER-B (Price Bid) : **Will be notified later on.**

PLACE OF OPENING OF BID DOCUMENTS
AND
ADDRESS FOR COMMUNICATION

Office Chamber, CDM&PHO, Jajpur
: O/o Chief District Medical &
Public Health Officer, Jajpur
Pin Code - 755001

AND
RECEIPT OF BID DOCUMENTS

Tel: 06728-222597
Email: cdsjajpur@gmail.com

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH
OFFICER, JAJPUR**

For
08/03/19
Chief District Medical & Public
Health Officer, Jajpur

NOTICE INVITING BID DOCUMENT

Sealed tenders are invited from different bidders having valid GST registration & PAN certificates for supply of Laboratory Items (Chemicals & Consumables Etc.) as per the specification given by Chief District Medical & Public Health Officer, Jajpur.

The Bidders download the Tender Documents directly from the WEBSITE available at www.jajpur.nic.in . The Tender cost fee of Rs.1000/-(One thousand)only the EMD cost for the tender will be Rs 10000/-(Ten thousand) only by Demand Draft drawn in favors C.D.M.& P.H.O., Jajpur should be enclosed along-with the Technical Bid. The Bidders should specifically super scribe, “**DOWNLOADED FROM THE WEBSITE**” on the top left corner of the outer envelope containing Technical Bid and Price Bid separately. The Tender cost fee and the EMD amount should be submitted separately in shape of demand drafts in the technical bid. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the district website. The C.D.M.&P.H.O, Jajpur shall have no responsibility for any delay / omission on part of the bidder.

Price of bid document : Rs1000.00 (Non-refundable)

The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.

SECTION -I

TERMS AND CONDITIONS FOR SUPPLY OF LABORATORY ITEMS (CHEMICALS & CONSUMABLES ETC.) FOR THE YEAR 2018-2019

- 1.1 Sealed tenders will be received by date **25.03.2019** upto 12.00 noon by the C.D.M.&P.H.O., Jajpur in the office of the Chief District Medical &Public Health Officer, Jajpur for the purchase of Laboratory Items (Chemicals & Consumables Etc.). Any tender received after the due date & time will be rejected / returned to the sender unopened. **The tenders will be received through Regd. Post / Speed Post only.**
The bidder(s) are to submit their tenders in separate sealed covered envelops for technical bid and price bid by super scribing Cover “A” (Technical Bid) & Cover “B” (Price Bid) and both the sealed covers should be put into a third outer Cover, which should be super scribed as “TENDER FOR SUPPLY OF LABORATORY ITEMS (CHEMICALS & CONSUMABLES ETC.)” to the Office of the C.D.M. & P.H.O, Jajpur, Odisha” & Tender Reference No 825/ 08.03.2019/ C.D.M.&P.H.O, Jajpur
- 1.2 The Sealed tenders “Cover A” (Technical Bid) submitted by the tenderers will be opened by the C.D.M.&P.H.O., Jajpur in the office chamber of the C.D.M.&P.H.O., Jajpur at **26.03.2019 at 03.00 PM** . The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.
- 1.3 The undersigned shall have the right for rejecting all or any of the tender without assigning any reason thereof.
- 1.4 All communications will be through official e-mail. No other method of communication will be followed.

ELIGIBILITY CRITERIA

- 2.1 Manufacturing units/Authorized Distributer/Suppliers are eligible to participate in the tender provided, they have
- (i) Valid manufacturing license of the manufacturer.
 - (ii) Manufacture shall have valid GMP Certificate.
 - (iii) Proof of Average annual turnover of the manufacturing firm/Authorized Distributer/Supplier of Rs.2.00 Core or more in last three (3) financial years.
 - (iv) Bidder must be registered under GST Act.
 - (v) Bidder/Manufacturing/Supplier unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting
 - (vi) The manufacture must be USFDA/CE (IVD) certified.
 - (vii) The manufacturer should be ISO 13485 certified.
- 2.2 Authorized distributors/Suppliers are eligible to participate in the tender provided:
- (i) They submit manufacturer's authorization and power of attorney to transact business on behalf of the manufacturer as per the format at **Annexure - V**. The authorized distributor may raise bill, if specially authorized by the manufacturer.
 - (ii) The authorized distributor/Suppliers will submit all the documents in **support of eligibility of the manufacturer** as mentioned in clause No. 2.1 along with the tender.

The following documents should be enclosed in Cover "A" (Technical Bid) by the tenderer. All the photocopies are to be self-attested.

TECHNICAL BID :

- 3.1 Checklist with detail of the documents enclosed in **Cover "A"** (as per **Annexure - I**) with page number. The document should be *serially arranged* as per this **Annexure - I** and should be securely tied and bound.
- 3.2 List of Item (s) Quoted with name of the Manufacture. (**Annexure – II**)
- 3.3 Tender document fee of Rs.1000/- in shape of Demand Draft.
- 3.4 Earnest Money Deposit of Rs10,000/- in shape of Demand Draft.
- 3.5 Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor/Suppliers (**Annexure - III**).
- 3.6 The declaration form in **Annexure - IV** duly signed by the tenderer before Notary Public / Executive Magistrate.
- 3.7 Manufacturer's Authorization Format in **Annexure –V** (In case the bidder is not the manufacturer)

- 3.8 Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure –VI**) that the average annual turnover of the manufacturing firm is Rs.02.00 Crore or more in the last 3 (three) financial years.
- 3.9 Copy of Valid product standard certificate such as USFDA / CE (IVD) with product approval.
- 3.10 Copy of ISO 13485 certificate of manufacturer.
- 3.11 Copy of Valid GMP Certificate of manufacturer.
- 3.12 Copy of Valid Manufacturing License of the manufacturer (As mention in clause no 2.1(i))
- 3.13 Copy of valid GST registration certificate.
- 3.14 Copy of valid PAN certificate.
- 3.15 Required Diagnostic Reagent, Chemicals, Kits and Consumables etc. along with the Quality standards and general description of the products is listed in SPECIFICATION which should be meticulously followed by the Tenderer.
- 3.16 The Original Tender Book with Conditions and the schedules signed by the tenderer at the bottom of each page with his official seal duly affixed.

N.B: Valid means the certificate should be valid on the date of opening of tender (Cover-A).

COVER – B (PRICE BID)

4. The tender format giving the quoted rate for Lab chemicals & consumables. should be sent in a separate sealed cover hereafter called **Cover “B” (Price Bid)**.

Cover –B (Price Bid) will be opened only of the tenderers who qualify in Technical Bid.

- 4.1 The price of the items should be quoted inclusive FOR destination. The GST and entry tax charges (if any) should be quoted in a separate column. The rate should be quoted for *each item* both in figures and words. **In case of difference in words and figures, words will be taken into consideration for evaluation.**
- 4.2 The Cover “B” of successful tenderers who qualifies in their technical bid will be opened at the office chamber of the C.D.M.&P.H.O., Jajpur by the C.D.M.&P.H.O., Jajpur in the presence of the tenderers or their authorized representatives which will be notified later.

EARNEST MONEY DEPOSIT

- 5.1 The Earnest Money Deposit referred to at will be submitted in the shape of demand Draft only in favor of C.D.M.&P.H.O., Jajpur, from any Nationalized / Scheduled Bank payable at Jajpur Town, Jajpur.

- 5.2 The EMD of the unsuccessful tenderers will be returned back without interest, and EMD of successful tendered will be returned after successfully supply of purchase orders.

TENDER CONDITIONS:

- 6.1 *The List of the Lab Items are mentioned in Section II.*
- 6.2 Tenders should be type written or computerized and every correction in the tender should invariably be attested with signature by the tenderer with date before submission, failing which the tender will be ineligible for further consideration. Rates inclusive F.O.R. destination (***door delivery basis***). GST & Entry Tax(if) ***should be mentioned in separate columns***. The rates quoted should be in **Indian Rupees only**.
- 6.3 If there is difference between figures & words, words will be taken into consideration.
- 6.4 In the event of the date being declared as a holiday by Govt. of Orissa, the due date of submission of bids and opening of bids will be the following working day at the appointed place & time.
- 6.5 To ensure sustained supply without any interruption the tender inviting authority reserves the right to split orders for supplying the requirements among more than one tenderer if the lowest eligible bidder fails to supply in scheduled time and L₂ & L₃ firms agree to match the L₁ rate.
- 6.6 The rate quoted and accepted will be binding on the tenderer for a period of **one year** from the date of placement of purchase order and on no account any increase in the price will be entertained till the completion of this tender period.
- 6.7 No tenderer shall be allowed at any time on any ground whatsoever to claim revision of or modification in the rate quoted by him. Clerical error / typographical error, etc. committed by the tenderers in the tender forms shall not be considered after opening of tenders..
- 6.8 If at any time during the period of contract, the price of tendered item is reduced or brought down by any law or act of the Central or State Government or the tenderer, the tenderer shall be morally and statutorily bound to inform the C.D.M.&P.H.O., Jajpur, immediately about such reduction in the contracted price. The C.D.M.&P.H.O.,Jajpur, Orissa is empowered to unilaterally effect such reduction in rate in case the tenderer fails to notify or fails to agree for such reduction of rate.
- 6.9 Bidders qualifying the technical bid (based on the documents submitted) will be intimated to submit the samples within a stipulated time period before opening of Price bid.
- 6.10 Approved rate with terms, conditions & the quoted price of the tender shall remain valid for a period of 12 months from the date of issue of the purchase order or till issue of next tender for these items whichever is earlier.
- 6.11 If any information or documents furnished by the tenderer with the tender papers are found to be misleading or incorrect at any stage the tender of the relevant items in the approved list shall be cancelled and steps will be taken to blacklist the said firm.

- 6.12 Both Cover-A and Cover-B should have an **index and page number** of all the documents submitted inside that cover.
- 6.13 The Tax will be charged as per the guidelines given by the Finance Dept., Govt. of Orissa from time to time. In case of Entry Tax the supplier has to deposit the original receipt to claim it, if finished goods are brought from outside the State. The GST & entry tax components should be shown **separately** in the Price Schedule.
- 6.14 In the event of any dispute arising out of the tender, such disputes would be subject to the jurisdiction of the Civil Court Dist. Jajpur or High Court of Orissa

ACCEPTANCE OF TENDER AND SUPPLY CONDITIONS:

- 7.1 The C.D.M.&P.H.O., Jajpur Orissa reserves the right to reject the tenders or to accept the tenders for the supply of the item tendered without assigning any reason thereof.
- 7.2 The C.D.M.&P.H.O., Jajpur Orissa will be at liberty to terminate the contract either wholly or in part without assigning any reasons thereof. The tenderers will not be entitled to any compensation whatsoever for such termination.
- 7.3 The supply should be completed within 30 days from the date of issue of purchase order unless otherwise specified. If no supply is received even after 30 days or 45 days with liquidated damage from the date of issue of the purchase orders from the C.D.M.&P.H.O., Jajpur such orders will stand cancelled automatically without further notice. The approved firm shall also suffer forfeiture of the EMD.
- 7.4 If the approved supplier fails to execute the supply within the stipulated time, the C.D.M.&P.H.O., Jajpur is empowered to purchase the same items from L₂ or L₃ tenderer if they match the L₁ rate.

LIQUIDATED DAMAGE :

- 8.1 The C.D.M.&P.H.O, Jajpur may allow extension for a maximum period of 2 (two) weeks (15 days), after the stipulated date of supply (i.e. 30 days) with a penalty of 0.5% which will be deducted from the purchase order value as “Liquidated Damage”, for each week (7 days) upto a maximum 2% on the value of the goods.
- 8.2 If the supplier fails to complete the supply within the extended period, i.e 45 days after being allowed by the C.D.M.&P.H.O., Jajpur, no further purchase order will be placed to the firm for the said item and the concerned firm will be blacklisted for two (2) years from the date of issue of letter for the said item.

TERMS OF PAYMENT:

- 9.1 No advance payments towards cost of Lab Items will be made to the tenderer.
- 9.2 No claims shall be made against the C.D.M.&P.H.O, Jajpur Dist- Jajpur, Orissa in respect of interest on earnest money deposit or any delayed payment.
- 9.3 Payments in shape of Draft or e-payment / on-line transfer to the supplier.

SECTION -II

List of Items

Sl. No.	Reagents / Chemicals / RDK etc.	Unit of measure	Unit / Pack Size	Mfd Firm
1	(N/10) Hydrochloride Solution (Haemoglobin Estimation)	In ml	500	
		In ml	1000	
2	Haematology test Reagent for Automated Haematology Analyzer (3 Part)			
	Lyse	In ml	10000	
	Diluent	In ml	20000	
2.1	Haematology test Reagent for Automated Haematology Analyzer (5 Part)			
	Sulpholyser	In ml	5000	
	Diluent	In ml	20000	
	Stomatolyser	In ml	5000	
3	Haematology test under microscope			
3.1	WBC Diluting Fluid (TLC)	In ml	100	
3.2	Total Eosinophil Count Fluid	In ml	100	
3.3	RBC Diluting Fluid (Total Blood Cell Count)	In ml	100	
3.4	Platelet diluting Fluid (Platelet Count)	In ml	100	
3.5	Distil Water	In ml	500	
		In ml	1000	
		In ml	5000	
4	Blood Grouping (ABO-RH typing)(Anti-A, Anti-B, ANTI-AB, ANTI-D, ANTI-H, ANTI-A1, BOVINE ALBUMIN, Antigen for Red Cell Panel)	In ml	10	
		In ml	5	
5	JSB Stain-I, JSB Stain-II (Malaria Parasite)	In unit	500	
		In unit	125	
6	3.8% Sodium Citrate Solution (ESR)	In ml	500	
		In ml	100	
7	Coombs Reagent (Direct & Indirect) (AHG Anti C3d monoclonal)	In ml	10	
		In ml	5	
8	Laboratory Stain (Giemsa Stain, Leishman Stain)			
8.1	Giemsa Stain	In ml	250	
		In ml	500	
		In ml	1000	
8.2	Leishman Stain	In ml	500	
		In ml	1000	
9	Immersion Oil (Microscope)	In ml	30	
10	Occult Blood	In Unit	50	
			25	
			10	
11	PT Reagent (Prothombin Time)	In ml	3	

OTHER CONSUMABLES				
Sl. No.	Reagents / Chemicals / RDK etc.	Unit of measure	Unit / Pack Size	Mfd Firm
1	Glass Slide	In unit	50	
2	Micro Tips (Yellow/ Blue)	In unit	1000	
3	Urine Collection bottle	In unit	each	
4	NVEDTA K3 2ml Sample Tube	2ml	each	
5	NVEDTA K2 2ml	2ml	each	
6	Plain Vial	5ml	each	
7	Test Tube (Big)	In Unit	Each	
8	Test Tube (Small)	In Unit	Each	
9	Test Tube Stand	In Unit	Each	
10	Test tube holder	In Unit	Each	
11	Clotting Vial	In Unit	Each	
12	ESR Stand	In Unit	Each	
13	ESR Tube	In Unit	Each	
14	Micro Pipette(10-200)	In Unit	Each	
15	Micro Pipette(5-50)	In Unit	Each	
16	Micro Pipette(10-100)	In Unit	Each	
17	Micro Pipette(100-1000)	In Unit	Each	
18	Tissue paper roll	In Unit	roll	
19	Fluoride vial	In Unit	Each	
20	Spirit Lamp	In Unit	Each	

Technical Specification

1. Hemoglobin Estimation:

Reagent/Chemicals:

- ❖ (N/10) Hydrochloride Solutions (HCL)
- ❖ Pack Size: 500ml/1000ml
- ❖ Packed in a narrow mouth polyethylene bottle.

2. Total Leukocytes counts-

Chemicals:

- ❖ WBC Diluting Fluid
- ❖ pH value within 2.00-2.40
- ❖ Concentration:
- ❖ Pack Size: 100ml/500ml
- ❖ Packed in a narrow mouth high density polyethylene bottle.

3. Different Leucocytes Count

4. Malaria parasite:

1 JSB Stain-I

- i. Methylene Blue (Medicinal) : 0.5 gm
- ii. Sulphuric Acid (H₂SO₄) 1% : 3 c.c.
- iii. Potassium Dichromate (K₂Cr₂O₇): 0.5 gm
- iv. Disodium Hydrogen Phosphate: 3.5 gm Dehydrate (Na₂HPO₄·2H₂O)
- v. Distilled Water: 500 c.c.

2 JSB Stain-II

- i. Eosin Yellow (Water soluble): 1.0 gm
- ii. Distilled water: 500 c.c.
- ii) **Packing:** Each bottle of JSB Stain-I & II will contain 125 ml of stain in a glass or plastic bottle.

5. E.S.R (Erythrocyte Sedimentation Rate):

- ❖ 3.8% Sodium Citrate solution
 - ❖ PH vale lies between 7.8-8.0
 - ❖ Concentration : 3.70%- 3.90%
 - ❖ Pack Size: 100/500ml
 - ❖ Packed in a narrow mouth high density polyethylene bottle.

6. Distilled water.

- Laboratory grade distil water
- micron filtered
- pH value :5-7.5
- Packed in transparent

7. Blood Grouping (ABO-RH typing)

ANTI-A	Monoclonal IgM reagent for forward grouping	<p>Anti A consists of blood grouping reagent for slide and tube tests. The reagent is murine monoclonal IgM for forward grouping.</p> <p>Ready to use solution containing IgM (murine monoclonal) class antibodies specific to the 'A' antigen on the R.B.C</p> <p>Specificity: ANTI-A-100% to A , and A antigens</p> <p>Pack Size:5ml/10ml</p> <p>Unopened kit:2-8OC Opened kit : 2-8OC</p> <p>Self-life:24months</p>
ANTI-B	Monoclonal IgM reagent for forward grouping	<p>Anti B consists of blood grouping reagent for slide and tube tests. The reagent is monoclonal IgM for forward grouping.</p> <p>Ready to use solution containing IgM (murine monoclonal) class antibodies specific to the 'B' antigen on the R.B.C</p> <p>Specificity: ANTI-B-100% to B antigens, negative reaction with Acquired B characteristics</p> <p>Pack Size:5ml/10ml</p> <p>Unopened kit:2-8OC Opened kit : 2-8OC</p> <p>Self-life:24months</p>
ANTI-A,B	Monoclonal IgM reagent for forward grouping	<p>Anti A,B consists of blood grouping reagent for slide and tube tests. The reagent is monoclonal IgM for forward grouping.</p> <p>Ready to use solution containing IgM (murine monoclonal) class antibodies specific to the 'A' and 'B' antigens on the R.B.C</p> <p>Specificity: ANTI-A,B-100% to A and B antigens, negative reaction with Acquired B characteristics</p> <p>Pack Size:5ml/10ml</p> <p>Unopened kit:2-8OC Opened kit : 2-8OC</p> <p>Self-life:24months</p>
ANTI-D	Polyclonal IgG reagent for Rh (D) typing	<p>Anti D (IgG) consists of blood grouping reagent for slide and tube tests. The reagent is monoclonal IgG for Rho (D) typing & Du testing.</p> <p>Ready to use solution containing IgG (human monoclonal) class antibodies specific to the 'D' antigen on the R.B.C</p> <p>Specificity: ANTI-D (IgG) - 100% to Rho(D) antigen</p> <p>Unopened kit:2-8OC Opened kit : 2-8OC</p> <p>Self-life:24months</p>

ANTI-H	Monoclonal IgM reagent for Rho (D) typing	Anti H (IgM) consists of blood grouping reagent for slide and modified tube tests. Used for recognition of the H antigen on human red blood cells. It is useful, especially for assessing the H secretor status of group 'O' individuals and also in differential grouping of A subgroup along with Anti- int A lectin. Ready to use solution containing IgM (human monoclonal) class antibodies Specificity: Negative reacting with 'O ' phenotype Reactivity: Graded reactivity with different red cells, O>A >A B>B>A >A B Unopened kit:2-8OC Opened kit : 2-8OC Self-life:24months
ANTI-A1	Monoclonal IgM reagent for Rho (D) typing	Used for differentiation of A1 and A2 subgroups and can be used either for slide or tubetest. Specificity:A1 antigen on human RBCs Unopened kit:2-8OC Opened kit : 2-8OC Self-life:24months
Bovine Albumin for Grouping & Cross matching		Bovine Albumin is primarily used to enhance the reactivity of blood group antibodies, either in direct agglutination tests or indirect antiglobulin test. Pack sizes 5 ml/10ml dropper vial. Stability : at 2-80 C Self-life: 24 months. The reagent should contain 0.1% sodium azide as a preservative. protein concentration : Adjustable to 22% Adjustable pH of 7.1(± 0.1)
Antigen For Red Cell Panels	Used to detect expected ABO blood group antibodies in patient and donor samples.	High quality 3% & 5% Reagent Red Blood Cells. Four-vial set consisting of one vial each of A1, A2, B, and group O cells. Vial of 4x10ml

8. Total Eosinophil count: Absolute Eosinophil Count fluid, size: 100ml, stable at Room temperature.

9. Total red blood Cell Count: RBC diluting Fluid, Size: 100ml, stable at Room temperature.

10. Platelet Count: Platelet Diluting Fluid, 100ml, stable at Room Temperature.

11. Packed Cell Volume:

1. Graduated Wintrobe Tube. Length of 110 mm and has 100 markings, each at the interval of 1 mm. Internal diameter is 3 mm. It can hold about 3 ml of blood.
2. Pasteur pipette with a rubber bulb and a sufficient length of capillary to reach the bottom of the Wintrobe tube.
 - ❖ Packet of 10 nos

12. Occult Blood: The FOB Rapid Test Device (Feces) is a rapid visual immunoassay for the qualitative presumptive detection of human hemoglobin in human fecal specimens. This kit is intended to be used as an aid in the diagnosis of lower gastrointestinal (g.i.) pathologies.

KIT COMPONENTS

- Individually packed test strips: Each strip contains colored conjugates and reactive reagents pre-spedded at the corresponding regions.
- Specimens' collection cards: For specimens collection use.
- Specimen's dilution tube with buffer: Each contains 2 ml of 0.1 M Phosphate buffered saline (PBS) and 0.02% sodium azide.
- Storage Condition:
- Self-life:

Laboratory Stains

1. Giemsa Stain Solution: Pack size of 250ml/500ml/1000ml, Buffer solution of pH value lies :6.9-7.2, Self life minimum 24months.
2. Leishman : Pack size of 250ml/500ml/1000ml, Buffer solution pH value lies: 6.4-7.00, Self life minimum 12months.

13. Coombs Reagent (Direct & Indirect)

Kit for Anti human Globulin Serum with monoclonal Anti C3d for Direct and Indirect Coombs test;

- ❖ Ready to use reagent containing antibodies reactive with human complement component C3d.
- ❖ The anti-complement antibodies are IgM class monoclonal and they impart the required sensitivity.
- ❖ Pack Size: 5ml/10ml
- ❖ Self-life: One year
- ❖ Supplied with Coombs Control solution of 5ml pack

AHG Anti C3d monoclonal

1. Antisera must be appropriate for tube technique
2. Should give clear positive reactions with appropriately sensitized cells
3. Should give clear negative reactions with unsensitized cells
4. should not haemolyse the cells.
5. Should not produce rouleaux
6. Titer:
 - a. For polyspecific minimum 128 for IgG and minimum 4 for C3d;
 - b. for monospecific anti-IgG minimum 256
 - c. for monospecific Anti C3d minimum 16
7. Must be evaluated and approved by NIB and IVD (EC)

SECTION –III

ANNEXURES

CHECK LIST
(To be submitted in Technical Bid)

Note : The documents has to be arranged serially as per the order mentioned in the check list

Please put ✓ in the respective box

COVER – A (TECHNICAL BID)

DOCUMENTS: SUBMITTED OR NOT

1. List of Item (s) – Annexure II

Page No		Yes		No	
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2. Tender document Fee

Page No		Yes		No	
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3. Earnest Money Deposit

Page No.		Yes		No	
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4. Details of Manufacturing Unit / contract person
Liaisoning agent (Annexure III) No.

Page		Yes		No	
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5. Declaration form (Annexure -IV) signed
by the Tenderer & affidavit before
Notary Public / Executive Magistrate

Page No.		Yes		No	
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6. Manufacturer's Authorization Format
(Annexure – V)

Page No		Yes		No	
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7. Proof of avg. Annual turnover of Rs.0.5 Crore or more
for preceding 3 financial years (Annexure - VI)

Page No.		Yes		No	
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8. Copy of valid GMP Certificate

Page		Yes		No	
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9. GST Copy

Page No.		Yes		No	
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10. Copy of Manufacturing License

Page No.		Yes		No	
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11. Copy of Valid USFDA/CE Certificate

Page No		Yes		No	
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12. Copy of valid ISO 13485 certificate

Page		Yes		No	
No.					

13. Photocopy of PAN

Page		Yes		No	
No.					

15 Copy of original Tender, duly signed by the Tenderer

Page		Yes		No.	
No.					

Annexure II
(Refer Clause No. 3.2)

(To be submitted in Cover A -Technical Bid)

LIST OF ITEM(S) QUOTED

Sl.	Name of Item (s)	Specification	Name of Manufacturer	Remarks

Signature of the Tenderer :

Date :

Official Seal:

ANNEXURE – III
(Refer Clause No. 3.5)

(To be submitted in Cover A -Technical Bid)

DETAILS OF THE TENDERER & LOCAL CONTACT PERSON

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Local Contact Person / Branch Office / Zonal Office .
Name & Full Address		
Telephone Nos., landline		
Mobile		
Fax		
E – Mail		

**Signature of the Tenderer :
with seal**

Date :

Official Seal :

(To be submitted in Cover A -Technical Bid)
DECLARATION FORM

I / Wehaving
My / ouroffice
at.....do declare that I / We have
carefully read all the terms & conditions of tender of the _____, Orissa for the
supply of Laboratory Chemicals & Consumables. The approved rate will remain valid for a
period of one year from the date of approval. I will abide with **all the terms & conditions** set
forth in the **Tender Reference no.** _____

I/We do hereby declare I/We have not been de-recognized / black listed by any State
Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for
supply of Not of Standard Quality (NSQ) items / non-supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit t
and blacklist me/us for a period of 2 years if, any information furnished by us proved to be
false at the time of inspection / verification and not complying with the Tender terms &
conditions.

Signature of the bidder :

Seal

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

(To be submitted in Cover A -Technical Bid)

MANUFACTURER’S AUTHORISATION FORMAT

To

The C.D.M.&P.H.O Jajpur
Deptt. of Health & Family Welfare
Govt. of Orissa.

Ref: Tender No. _____ Dated _____ for
_____.

Dear Sir,

We, ----- are the manufacturers of -----
----- (name of Chemicals & consumables having factories at -----
-----).

1. Messrs ----- (name and address of the agent) is our authorized agent for sale and supply of ----- (name of Chemicals,Consumables,etc).
2. We confirm that Messrs. ----- (name of the above agent) is authorized to submit a tender, and enter into a contract with for the above items manufactured by us.
3. We will provide test reports of supply items, if required by the purchaser.

Yours faithfully,

(Signature with date, name and designation)

For and on behalf of Messrs -----
(Name & address of the manufacturers)

Seal

Note :

1. This letter should be on the **letterhead** of the **manufacturer** and should be signed by a person having the power of attorney to legally bind the manufacturer.
2. Original letter shall be attached to the technical bid.

(To be submitted in **Cover A -Technical Bid**)

ANNEXURE – VI
(Refer Clause No. 3.8)

*(To be furnished in the **letter head** of the Auditor)*

ANNUAL TURN OVER STATEMENT

The Annual Turnover for products of
M/s _____

who is a manufacturing unit/Authorized distributor for the last 03 years are given below and certified that the statement is true and correct.

Sl.No.	Year	Turnover in Crores (Rs.)
1.		
2.		
3.		

Average Annual Turnover (for the above three years) in **Crores (Rs.)** _____

Date:
Place:

Signature of Auditor/
Chartered Accountant
(Name in Capital)

Seal

Membership No.-
Registration No. of Firm

Note:

- a) *To be issued in the **letter head** of the Auditor.*
- b) ***Separate certificates** should be furnished for different manufacturer in case the bidder is quoting products of different manufacturers.*

ANNEXURE-VII
(Refer Clause No. 4.1)

(PRICE SCHEDULE)

SI No	Name of the Items	Specification / Strength	Name of the Manufacture	Unit/Pack size as per section-II	Rate/unit	GST	Total Price

Signature of the bidder
Name :
Seal

Date :
Place :

Rates should be quoted both in figures & words and if there is any discrepancy, the quoted rates in words will be taken for evaluation

De
08/03/19
For Chief District Medical & Public
Health Officer, Jajpur