

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER: JAJPUR

Tender No. 141/DWH, Jajpur Date 10.03.2023

SHORT TENDER CALL NOTICE

Tender Call for : "Supply of Lab Chemicals, Reagents & consumables under NTEP, Jajpur for the year 2022-2023"
Date of Tender call : 10.03.2023
Last Date & Time of submission of Tender : 24.03.2023/ 12.00 noon
Date & Time of opening of Tender : 24.03.2023/ 2.00 PM

Sealed Tenders are invited from different firms having valid GST Registration certificate for the supply of "Lab Chemicals, Reagents & Consumables under NTEP, Jajpur for the year 2022-2023" as per the specification given below by the Chief District Medical Officer, Jajpur. Interested firms and manufacturers may submit their Tender to the under signed as per the scheduled date & time mentioned above.

Terms & conditions:

1. The undersigned shall have the right for rejecting all or any of the Tender without assigning any reason thereof.
2. Any tender received after the due date & time will be rejected. The tenders will be received through Regd. Post / Speed Post / Courier only.
3. Tender document fee of Rs.500/- in shape of Demand Draft which is not refundable.
4. An EMD of Rs 2000/- (Rupees Two Thousand) only will be paid in the shape of demand Draft only in favour of CDM&PHO, Jajpur from any Nationalized / Scheduled Bank payable at Jajpur Town, which will be refundable. The EMD of the unsuccessful tenderers will be returned back without interest and EMD of successful tenderer will be returned after successfully supply of purchase order.
5. Bidders 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.



6. Proof of annual average turnover (Bidder) of Rs. 1 Crore or more in the last three (3) financial years certified by the Chartered Accountant as per the format attached.
7. The firm should submit the income tax return for last 3 years
8. The Original Tender Copy with Conditions and the schedules signed by the tenderer at the bottom of each page with his official seal duly affixed.
9. The rates should be quoted including F.O.R destination and excluding TAX.
10. The firm should submit attested copy of GST Registration certificate and photo copy of PAN along with the Tender.
11. Two stage bidding systems will be done. (Technical bid & Price bid)
12. The bidder(s) are to submit their tenders in separate sealed covered envelopes 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 "Short tender for the supply of Lab Reagents, Chemicals & Consumables under NTEP, Jajpur for the year 2022-2023".
13. The financial bid of only those bidders should be opened who qualify in their technical bid.
14. The rate contract once approved should remain valid for one year from the date of approval.

Documents to be enclosed in the Technical Bid (Cover A)

It should be enclosed in an envelope & should be sealed and super scribed as "Technical Bid for Lab Reagents and Consumables under NTEP, Jajpur" along with Name & address of the Bidder.

Documents to be attached with the Technical Bid:

- 1) EMD of Rs 2000/- in favour of CDM&PHO, Jajpur
- 2) Cost of Tender of Rs 500/- in favour of CDM&PHO, Jajpur
- 3) Tender Document duly signed by Authorized Signatory of the bidder (on each page) with rubber seal of the firms.
- 4) Check list should be neatly filled up (Annexure I).
- 5) List of items quoted as per (Annexure IIA & B) without indicating rates.
- 6) Detail local contact address of the bidder. (Annexure III).
- 7) Declaration form (Annexure IV).
- 8) Annual turnover of Rs 1cr as per the Annexure V.
- 9) Performance statement as per Annexure VI.

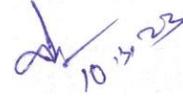


10) Photocopy of PAN & GST registration certificate.

11) Income tax return for last 3 years.

Documents to be enclosed in the Price Bid (Cover B)

1) Price should be quoted in Indian currency as per the format specified in Annexure VII

Handwritten signature in blue ink, followed by the date '10.12.23' written below it.

Chief District Medical & Public Health Officer, Jajpur

List of Items

S.I No	Name Of The Items	Mfd Firm	Strength/ Unit
1	Phenol	Nice/ Rankem	500 gm
2	Phenyl	Bengal Phenyl	5 ltr Jar
3	Glass Slide	Blue star	Pkt of 50
4	Rectified Spirit		500 ml bot
5	Conc. Sulphuric Acid	Nice/ Rankem	500 ml bot
6	Basic Fuchsin	Nice/ Rankem	25gm
7	Methylene Blue	Himedia	25gm
8	Distill Water	Rankem	5 ltr jar
9	Glass Rod (70cm)		
10	Parafilm	Tarson	4"x 125'
11	Diamond Marker	KD	
12	Rolling Tissue Paper		
13	Lens Cleaning Tissue Paper		
14	Slide Box		100 capacity
15	Emission Oil		30 ml
16	Falcon Tube		50 ml
17	Wash Bottle		500 ml
18	Flat Bottom Conical Flask	Borosil	2 ltr capacity
19	Spray Bottle		500 ml
20	Thermocool Box		8 in x 6 in
21	Hand wash		500 ml
22	Sanitizer		500 ml
23	Foot Operated Bucket		


Chief District Medical & Pubic Health Officer Jajpur

CHECK LIST

(To be submitted in Cover A 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

		PAGE NO	YES	NO
1.	List of Item (s) (Annexure II)			
2.	Tender document Fee			
3.	Earnest Money Deposit			
4.	Details of Bidder with local contract person & address (Annexure III)			
5.	Declaration form signed by the Tenderer & affidavit before Notary Public / Executive Magistrate (Annexure IV)			
6.	Proof of Annual turnover for preceding 3 financial years (for authorized distributor as well as manufacturer/Importer in case of distributor) (Annexure V)			
7.	Performance Statement (<i>quoted wise</i>) during the last three years (Annexure VI)			
8.	Copies of Purchase order (quoted wise) in support of the performance statement			
9.	Photocopy of PAN			
10.	Photocopy of GST Registration Certificate			
11.	Photo copy of IT Return (last 3 years)			
12.	Copy of original Tender and schedules, duly Signed by the Tenderer			



ANNEXURE – III

(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)	Address of 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 / our
.....office at.....do
declare that I / We have carefully read all the terms & conditions of tender of the
_____, Odisha for the SUPPLY OF LAB CHEMICALS AND CONSUMABLES UNDER
NTEP , JAIPUR FOR THE YEAR 2022-2023 . 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 and
blacklist me/us for a period of 3 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.

I / We do hereby declare that I / we
will supply the _____ as per the terms, conditions & specifications of the tender
document..

Signature of the bidder :

Seal

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.



ANNEXURE – V

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

ANNUAL TURN OVER STATEMENT

The Annual Turnover for the last three financial years of M/s _____ who is a Manufacturer /Distributor/Importer (Pl. tick whichever is applicable) are given below and certified that the statement is true and correct.

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

Average Annual Turnover (for the above three years) in (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/Chartered Accountant mentioning the Membership no.
- b) **Separate certificates** should be furnished for **different manufacturer/importer** in case the bidder (authorized distributor) is quoting products of **different manufacturers/importers**. The authorized distributor has also to furnish his turnover statement in the above format.



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

Annexure VI

PROFORMA FOR PERFORMANCE STATEMENT

(For the period of last **three years**)

ITEM WISE (Pl. Furnish separate sheet if reqd.)

Tender Reference No. :
Name of Tenderer :
Name of Manufacturer : _____
Name of the Item : _____

Sl.	Order placed by (Address of purchaser) (attach documentary proof)*	Order no. & Date	Item Name	Qty	Value of Contract (Rs.)	Date of Completion		Reasons for delay if any	Have the goods been functioning satisfactorily (attach documentary proof)**
						As per contract	Actual		
1									
2									
..									
..									
			Total Qty						

Signature and seal of the Tenderer

- * The documentary proof will be **copies of the purchase order** (during the last 3 years) indicating Contract No. and date along with a notarized certification (by the bidder) authenticating the correctness of the information furnished.



List of Items -

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