



**TENDER CALLNOTICE FOR SUPPLY & INSTALLATION OF LIFT DRIVE IN PATIENT  
LIFT OF MCH BUILDING AT DHH JAJPUR**

BY  
CDM&PHO, Jajpur

<sup>2780</sup>  
**Tender No. Date- 17.04.2023**

**TENDER CALLNOTICE FOR SUPPLY & INSTALLATION OF LIFT DRIVE**

DATE OF COMMENCEMENT OF SALE OF THE BID DOCUMENT: 17.04.23

DATE & PLACE FOR PRE-BID DISCUSSION: 17.04.23/ Dist. HQ Hospital, Jajpur

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : 08.05.23

DATE & TIME OF OPENING OF COVER-A (Technical Bid) : 09.05.23 at 09.00 AM

DATE OF OPENING OF COVER-B (Price Bid) : 09.05.23 at 11.00 AM

PLACE OF OPENING OF BID DOCUMENTS  
AND  
ADDRESS FOR COMMUNICATION : CDM&PHO  
AND : O/o CDM&PHO, Jajpur  
RECEIPT OF BID DOCUMENTS

Tel: 06728-222597

Email: [admo.med.dhhjajpur@gmail.com](mailto:admo.med.dhhjajpur@gmail.com)

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER  
JAJPUR

**SECTION -I**  
**NOTICE INVITING TENDER**

	Office of the C.D.M. & PHO cum District Mission Director, Jajpur <b>TENDER CALL NOTICE</b> No <u>2780</u> Date <u>12.04.23</u>
<p>Sealed Tenders are invited from interested eligible bidders for supply &amp; Installation of Lift Drive in Patient Lift MCH Building, DHH Jajpur. The Bidders may download the Tender Documents directly from the WEBSITE available at <a href="http://www.jajpur.nic.in">www.jajpur.nic.in</a>. The tenders in the prescribed format along with all relevant documents for DHH, Jajpur should reach the office of the undersigned on or before Dt.08.05.23, 01.00 P.M. through Regd. Post / Speed Post / Courier only. The envelope should be duly super-scribed on top of envelope as "Tender for supply &amp; Installation of Lift Drive at DHH, Jajpur". The tender will be opened on Dt.09.05.23 at 09.00 A.M. The undersigned reserves the right to reject any or all the bids/Tenders without assigning any reason thereof.</p> <p style="text-align: right;">Sd/- Dr. Sibasish Moharana Chief District Medical &amp; Public Health Officer Jajpur</p>	

Sealed Tenders are invited from interested eligible bidders for supply & Installation of Lift Drive in Patient Lift MCH Building, DHH Jajpur. The Bidders may download the Tender Documents directly from the WEBSITE available at [www.jajpur.nic.in](http://www.jajpur.nic.in). The Tender cost fee of Rs.1000/- (one thousand) only (Non-refundable) & EMD cost fee of Rs.5000/- (five thousand) only by Demand Draft drawn in favour of RKS DHH, Jajpur should be enclosed along-with the Technical Bid. 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 office and the CDM & PHO, Jajpur shall have no responsibility for any delay / omission on part of the bidder.

- |    |                       |                              |
|----|-----------------------|------------------------------|
| a) | Price of bid document | Rs.1,000.00 (Non-refundable) |
| b) | EMD Fee               | Rs5,000.00 (Refundable)      |

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

## SECTION -II

### IMPORTANT INSTRUCTIONS TO BE NOTED CAREFULLY BY THE TENDERERS

1.	Place of work	MCH Building District HQ Hospital, Jajpur
2.	Authority	<b>CDM &amp; PHO, Jajpur</b>
3.	Guarantee / Warranty	<b><u>Guarantee / Comprehensive warranty:</u></b> (Only equipments)including spares, maintenance etc. for a period covering.
4.	EMD	Rs.5000.00.The Earnest Money Deposit will be paid in the shape of demand Draft only in favour of RKS DHH, Jajpur, from any Nationalised / Scheduled Bank payable at SBI, Jajpur Town
5.	Tender Document Cost	Rs.1000.00 The Tender Cost Deposit will be paid in the shape of demand Draft only in favour of RKS DHH, Jajpur, from any Nationalised / Scheduled Bank payable at SBI, Jajpur Town

## SECTION -III

### TERMS AND CONDITIONS FOR SUPPLY & INSTALLATION OF LIFT DRIVE

- 1.1 Sealed tenders will be received by 08.05.23 upto 01.00 P.M by the CDM & PHO, Jajpur in the office of the CDM & PHO, Jajpur. 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 / Courier only.**
- 1.2 The bidder(s) are to submit their tenders in **separate** sealed covered envelopes for **technical bid** and **financial 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 & Installation of Lift Drive at DHH, Jajpur**" to the Office of CDM & PHO, Jajpur, Odisha" & Tender Reference No **2780 .dt.17.04.23.**
- 1.3 The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened by the CDM & PHO, Jajpur in the office chamber of the CDM & PHO, Jajpur at 9.00 AM. on 09.05.23. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders if they so like.

## **ELIGIBILITY CRITERIA**

- 2.1 Authorized agencies are eligible to participate in the tender provided, they have
- (i) Valid GST registration.
  - (ii) Valid PAN of the agency.
  - (iii) Income tax Return certificate for the last 3 years(2020-21.2021-22 & 2022-23).

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

### **TECHNICAL BID :**

- 3.1 Checklist with detail of the documents enclosed in **Cover "A"** (as per **Annexure - 1**) with page number. The document should be *serially arranged* as per this **Annexure - I** and should be securely tied and bound.
- 3.2 Tender document fee of Rs.1,000/- in shape of Demand Draft / Original Money Receipt.
- 3.3 Earnest Money Deposits of Rs. 5,000/- (Rupees fivethousand) only per tender in shape of Demand Draft.
- 3.4 Details name, address, telephone no., Fax, e-mail of the authorized agency in Anexure-III.
- 3.5 The declaration form induly signed by the tenderer before Notary Public / Executive Magistrate( Anexure-IV).
- 3.6 Copy of PAN Card of bidders.
- 3.7 Copy of GST registration
- 3.8 The Original Tender Book with Conditions and the schedules.
- 3.9 All the papers and supporting documents submitted along with the bid documents must be signed by the tenderer at the bottom of each page with his official seal duly affixed.

### COVER – B (PRICE BID)

4. The tender format giving the quoted rate 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 (Cover – A).**

- 4.1 The tender format (Price Bid) in the prescribed form must be submitted in Cover-B. The price should be quoted inclusive of all other charges. The rate should be quoted 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 tenderers, who qualifies in their technical bid, will only be opened at the office chamber of the CDM & PHO, Jajpur by the CDM & PHO, Jajpurat 11.00 A.M. on 09.05.23 in the presence of the tenderers or their authorized representatives.

### EARNEST MONEY DEPOSIT

- 5.1 The Earnest Money Deposit (EMD) is Rs. 5,000/- (Rupees five thousand) only. The EMD will be submitted in the shape of demand Draft only in favor of RKS DHH, Jajpur from any Nationalised / Scheduled Bank payable at SBI, Jajpur Town.
- 5.2 The EMD of the unsuccessful tenderers will be returned back without interest after placement of order to the successful tenderer.
- 5.3 The EMD of the successful tenderer will be kept for a period of 1 year from the date of installation.
- 5.4 The EMD will be forfeited if the tenderer withdraws the tender or doesn't sign the contract within the stipulated time period.

### GENERAL CONDITIONS OF TENDER:

- 6.1 The rate quoted and accepted will be binding on the tenderer for a period of **one year** from the date of placement of order and on no account any increase in the price will be entertained till the Supply & Installation of Lift Drive.
- 6.2. Both Cover-A and Cover-B should have an **index and page number** of all the documents submitted inside that cover.
- 6.3 As the cost includes all labour cost/equipment, no extra payment will be made.

- 6.4 The CDM & PHO, Jajpur, Odisha reserves the right to reject the tenders or to accept the tenders without assigning any reason thereof.
- 6.5 The work should be completed as soon as possible as the lifts operating for patients.
- 6.6 Bidder 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 during the period of blacklisting.

**SECTION –V**  
**ANNEXURES**  
**(Technical Bid, Price Bid)**

ANNEXURE –I  
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**

**COVER – A (TECHNICAL BID)**

Sl No	Particulars	Document submitted or not	Page No
1	Details of authorized agency		
2	Tender document Fee		
3	Earnest Money Deposit (EMD)		
4	Declaration form (Annexure -IV) signed by the Tenderer & affidavit before Notary Public / Executive Magistrate		
5	Photocopy of Gst Registration certificate		
6	Photocopy of PAN		
7	Income tax Return certificate for the last three years		
8	Copy of original Tender and schedules		

**ANNEXURE – III**

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

**DETAILS OF THE BIDDERS/AGENCY**

Sl. No.	Particulars	Details
1	Name of Bidder/ Agency	
2	Address of Bidder/ Agency	
3	Name of Local Contact Person / Service Centre if any	
4	Contact Number of Local Contact Person / Service Centre (At least 2)	
5	E – Mail	

**Signature of the Tenderer :  
with seal**

**Date :**

**Official Seal :**

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

**DECLARATION FORM**

I / We .....having My /  
our.....office at.....do  
declare that I / We have carefully read all the terms & conditions of tender of the CDM & PHO,  
Jajpur, Odisha for the supply& Installation of Lift Drive. 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.** 2780/12.04.23

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 during the tender call period.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and  
or Security Deposit and blacklist me/us for a period of 5 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 further declare that I / we will supply & Install the Lift Drives as per the terms,  
conditions & specifications of the tender document.

Signature of the bidder :

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public.

To be submitted in Cover B – Price Bid

ANNEXURE-VIII  
(Refer Clause No. 4.1)

MODEL TENDER FORMAT (PRICE SCHEDULE)

Name of the work	Make & Model	Price	GST	Total Price
(1) Supply & Installation of Lift Drive in patient lift of MCH Building at DHH Jajpur	(2) Inverter-1-32-15kw 01/c1 FUJI	(3)	(4)	(5=3+4)

\* The Unit cost shall be taken into account for evaluation.

Date :  
Place :

Signature of the Bidder:

Name

Seal

  
Chief District Medical  
& Public Health Officer,  
Jajpur