



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



ROGI KALYAN SAMITI, DHH, PURI

Tender No_4483_ Date: 05/08/2019_

TENDER CALL NOTICE

Sealed Tenders are invited from registered agencies/Individuals for empanelment and Supply of Office Stationeries & Consumables/Supply of Janitorial & Sanitorial Items/Supply of Printing Materials (Forms, Registers, Signage etc.)/ Supply of Electrical Accessories with Fitting Materials/Supply of Plumbing Materials with Fittings/Supply of Computer Accessories/Supply of Home Appliances /Supply of Home decorates & plastic items/Repairing & Maintenance of Air Conditioners, Coolers, Refrigerators, Water Purifiers, Washing Machines(Automatic & Semi-automatic)/Carpenter Services/Fabrication Services/Electrician Services/Plumber Services/Masion Service(Raj Mistri).The details term and conditions are available in the district website www.puri.nic.in. Interested bidders can attend the pre-bid meeting on 13.08.2019 for clarifications if any. The bidding documents complete in all respect should reach the District Programme Management Unit, O/O- CDM&PHO, DHH, Puri on or before 26.08.2019 through post or courier and super scribed as "BID DOCUMENTS FOR TENDER CALL NOTICE NO._4483_". The bids will be opened on 27.08.2019 at 11 A.M.

The authority reserves the right to cancel or accept any Quotation fully or partially without assigning any reason there-of.

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Chief District Medical & Public Health Officer, Puri

**DOCUMENTS TO BE SUBMITTED FOR ELIGIBILITY FOR ABOVE TENDER OF THE
OFFICE OF THE CDM & PHO-CUM-DMD, PURI**

- 1) The Agency/Individual should submit the Performance Security of **Rs.10,000/-** in shape of DD in favour of Rogi Kalyan Samiti, DHH, Puri payable at Puri
- 2) The Agency/Individual should be registered under GST and the copy of valid GST certificate from the competent authority is to be attached in the tender proposal.
- 3) The Agency/Individual should submit Tender fees of **Rs.1, 000/-** in shape of DD in favour of Rogi Kalyan Samiti, DHH, Puri payable at Puri.
- 4) The Agency/Individual should have valid PAN.
- 5) The Agency/Individual should have Bank Account details and the Bank Account in favour of the agency name or at par in the name mentioned in GST Certificate.

TERM AND CONDITIONS :-

The bidding documents complete in all respect should reach at Office of the Chief District Medical & Public Health Officer, DHH, Puri on or before 26.08.2019 and super scribed as "BID DOCUMENTS FOR TENDER CALL NOTICE NO._4483__.

1. Those bidders who have not submitted required documents with technical bid they are automatically disqualified and cannot claim in future.
2. The Tender will be valid up to one year from the date of approval and the rate will be valid as mentioned in the financial bid.
3. The CDM & PHO-cum-District Mission Director, Puri reserves all the right to consider/reject any such proposal without assigning any reason thereof.
4. The bidder will supply the materials as per requirement & the payment will be made within 15-30 days of receipt of proper bill.
5. The bidder having experience for supply of Electrical Accessories with Fittings Materials to any Govt Organization may be given preference.
6. The bidders must have to supply within 24 Hrs from receiving the Order or as required by the authority.
7. The contract would be initially for 1 year which may be extended based on satisfactory performance.
8. No price escalation will be entertained
9. The Performance security will be forfeited if the bidder will not supply the Electrical Accessories with Fittings Materials in time as per the supply order.
10. **Instruction for submission of Tender:** The tender will be in two parts i.e. **Technical Bid (Cover-A)** and **Price Bid (Cover-B)**. The bidders should submit their **technical** and **price** bid **separately** in **two envelopes** and these two envelopes should be put into **another cover envelop** superscripted as "**Tender in reference to adv. no _4483__**". The Technical & Price Bid envelopes should be clearly marked as Technical Bid & Price Bid on the top of the relevant envelopes. The tenders should be addressed to: "**ROGI KALYAN SAMITI, DHH, PURI**", **Office of the Chief District Medical & Public Health Officer, Puri- 752001, Odisha.**

The last date & time of submission of tender is as mentioned in the Advertisement and the tender shall be opened as per schedule in presence of the bidders or their authorized representative.

11. Those Bidders who will qualify in the technical bid, their Financial Bid (Cover B) shall only be opened.
12. That the bidder agrees to abide by all terms & conditions of tender.
13. If any information or documents furnished by the bidder is found to be incorrect or misleading at any stage, the tender will be rejected and performance security will be forfeited.
14. The blacklisted Agencies/Individuals either by the Tender inviting authority or by any state Govt. or Central Govt. organization are not eligible to participate in the tender for that item during the period of blacklisting.
15. If the successful Bidder fails to execute the order, the performance security will be forfeited and action will be taken to blacklist the Agencies/Individuals. In such case, CDM & PHO, Puri shall have the liberty to purchase those items from other sources and the excess amount which CDM & PHO, Puri may have to incur on account of purchase of the items from other sources shall be recovered from the successful bidder by forfeiting the Performance Security deposited by the successful bidder.
16. The bidder shall submit the original tender document with seal and signature on each page within the stipulated period as a token of acceptance of terms & conditions. Tender documents in any other form and not completed in all respect shall be summarily rejected.

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TECHNICAL BID FOR OFFICE OF THE CDMPHO, PURI

(The documents are to be arranged serially as per the order mentioned below)

TENDER FORMAT: Part-I

(To be submitted in Technical Bid Envelop)

(The documents has to be arranged serially as per the order mentioned below)

1	Name of the Agency/Individual	
2	Address of the Agency/Individual	
3	Name of authorized signatory (in capital letters)	
4	Authorization and specimen signature of the authorized signatory	
5	Telephone number of authorized signatory / Agency/Individual(Mobile Number)	
6	GST Registration no	(Photo copy to be attached)
7	GST clearance certificate (Photocopy of Up to date GST Clearance certificate)	(Photo copy to be attached)
8	PAN (Photocopy of PAN)	(Photo copy to be attached)
9	Demand Draft number and date of the Security	(Draft to be submitted in Original)
10	Affidavit of declaration certified by Notary that the Agency/Individual 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. (Yes/ No)	Affidavit in original stamp paper certified by Notary
11	Whether all documents are submitted and signed by the authorized signatory of the Agency/Individual in each page with seal (Yes/ No)	

DECLARATION

I / we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of by /our knowledge. I / we understand that in case of any deviation/forged information in the above statement at any stage, our Agency will be blacklisted and will not have any dealing with your organization in future.

Place

Date

Signature with Seal

TENDER FORMAT: Part -II
(Price Bid - Cover B
(to be furnished in Cover B-Price Bid)

Sl. No.	Particulars of Items	Agree to supply at discount of----- % (in percentage) on Printed MRP of the Items	In case of No MRP Items , Agree to supply at discount of----- % (in Percentage) on Market operating Price
1	ELECTRICAL ACCESORIES WITH FITTINGS MATERIALS		
2	PLUMBING MATERIALS WITH FITTINGS ITEMS		
3	OFFICE STATIONARIES AND CONSUMABLE		
4	JANITORIAL & SANITORIAL ITEMS		
5	HOME APPLIANCES(Fan, Computer, Laptop, accessories, Projector, TV, Fridge, Washing Machine, AC)		
6	HOME DECORATES (Screen, towel etc)		
7	Supply of Computer Accessories including refilling.		
8	Plastic Chairs, stools, stands etc.		
		<u>Rate per Sq Ft.</u>	
9	Flex Banner (per Sq ft)		
10	Sun Board Vinyl pasting Signages (per Sq ft) Thickness-3MMSun Board, printing process-Eco Solvent Vinyl print.		
11	Glow Sign Board (per Sq Ft)		
12	LED Sign Board (per Sq ft)		
13	Wall Painting Color used in – Multicolor Enamel paint with water proof (per Square feet)		
		<u>Rate per Piece/Card</u>	
14	Printing of Forms and Formats (A4 size one side)black & white (Rate per piece)		
15	Printing of Forms and Formats (A4 size both side)black & white (Rate per piece)		
16	Staff Identity Card with belt/neck strap (per card)		

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Place

Date

Signature with Seal

TENDER FORMAT: Part -II
(Price Bid - Cover B
(to be furnished in Cover B-Price Bid)

Sl. No.	Particulars of Items (No EMD/Tender cost required)	Other than material or accessories cost	Remarks
		Per person/per Day	
	<u>EMPENELMENT OF SERVICES</u>		
1	Carpanting Work		
2	AC Repair Services		GSTIN Required
3	Fabrication Services		GSTIN Required
4	Masson Services (Raj mistri with one helper)		
5	Computer Services		GSTIN Required

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Place

Date

Signature with Seal