



- : GOVERNMENT OF ASSAM :-
OFFICE OF THE PRINCIPAL CUM CHIEF SUPERINTENDENT
DHUBRI MEDICAL COLLEGE & HOSPITAL, DHUBRI, ASSAM, PIN - 783325
eMail : dhubrimch@gmail.com

No. DMCH/AC/EYE OT/Instrument/2024/00048

Dated: 08/01/2024

NIT for Procurement of equipment and instruments for EYE Modular Operation Theatre of Dhubri Medical College & Hospital

The Principal cum Chief Superintendent, DMC&H hereby invites open tenders in two bids system for work of **Procurement of equipment and instruments for EYE Modular Operation Theatre of Dhubri Medical College & Hospital**. Interested bidder shall submit the bid in the Tender-box during Office hours (10.00 AM –5.00 PM) at the Office of the Principal cum Chief Superintendent, Dhubri Medical College & Hospital, Dhubri, Assam during working days.

The bidder is expected to examine all instructions, terms and conditions in the bid documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in the rejection of its bid.

Tender should be addressed to - The Principal cum Chief Superintendent, Dhubri Medical College & Hospital (DMC&H), R.K. Mission Road, Jhagarpar-783325, Dhubri, Assam.

Important Points:

Date and Time of starting of Bid opening	09/01/2024 from 12:00 Noon
Last Date and Time of Bid submission	18/01/2024 upto 12:00 Noon
Date and Time of Opening Technical Bid	18/01/2024 at 2:00 PM
Date and Time of Opening Financial Bid	18/01/2024 (after opening of Technical Bid)
Tender Processing Fee (Non-Refundable)	Rs.2000/- (Rupees Two thousand)
EMD	Rs.10,000/- (Rupees Ten thousand)

The details Bid document can be downloaded from **Website: www.dhubrimedicalcollege.in**

Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri-Assam

Copy for information and necessary action :-

1. The Director of Medical Education, Sixmile, Khanapara, Ghy-22
2. The ADC(H), Dhubri.
3. The Treasury Officer, Dhubri
4. The DIPRO, Dhubri with a request to publish the same in newspapers i.e. The Assam Tribune, The Sentinel, etc.
5. The DIO, NIC, Dhubri with a request to upload in district portal.
6. E-copy to WhatsApp group of Tender & Purchase Committee, DMCH
7. E-copy to website, Dhubri Medical College & Hospital
8. Notice Board
9. File

Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri (Assam)



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NOTICE INVITING TENDER

Sealed tenders affixing court fee of Rs.8.25 (Rupees Eight and Paise Twenty Five) are invited on behalf of Dhubri Medical College & Hospital from the intending contractors/suppliers/firms for the **Procurement of equipment and instruments for EYE Modular Operation Theatre of Dhubri Medical College & Hospital**. An amount of INR 10,000/- (Rupees Ten thousand) is to be submitted as EMD/Bid security (refundable) and Rs.2000/- (Rupees Two thousand) as non-refundable tender fee. The Tender document can be seen/obtained from the official website- www.dhubrimedicalcollege.in

- The last date of submission of tender document is 18/01/2024 upto 12:00 Noon
- The bid will be opened on 18/01/2024 at 2:00 PM in the address – O/O. of the Principal cum Chief Superintendent, Dhubri Medical College & Hospital, Administrative Building 1st Floor, and Conference Hall.

The College Authority reserves the right to accept or reject any bid/tender and to cancel/annul the bidding process and reject all bids at any time prior to award of contract.

Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri (Assam)

Copy for information and necessary action :-

1. The Director of Medical Education, Sixmile, Khanapara, Ghy-22
2. The ADC(H), Dhubri.
3. The Treasury Officer, Dhubri
4. The DIPRO, Dhubri with a request to publish the same in newspapers i.e. The Assam Tribune, The Sentinel, etc.
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6. E-copy to WhatsApp group of Tender & Purchase Committee, DMCH
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9. File

Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri (Assam)

Sealed Tenders are hereby invited from authorized firms affixing court fee of Rs.8.25 (Rupees Eight and Paise Twenty Five) for **Procurement of equipment and instruments for EYE Modular Operation Theatre of Dhubri Medical College & Hospital.**

ELIGIBILITY CRITERIA

- A. The bidder must be an established, reputed and reliable Service provider Agencies/ Firms/Company having valid Registration Certificate under Company' Act 2013 and should have at least three years of experience in this field.
- B. Service provider Agencies/ Firms which has been blacklisted either by the Tender Inviting Authority or by any State Government or Central Government Organization shall not be allowed to participate in the tender during the period of blacklisting.
- C. Bidder must have valid GST Registration.
- D. Bidder must have valid PAN Registration.
- E. Bidder must have valid Trade License.
- F. Bidder must be a manufacturer/authorized dealer.

GENERAL CONDITIONS

- a). **Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees Ten Thousand only)** in the form of a Demand Draft issued in favour of or assigned to "HMS of Dhubri Medical College and Hospital" and payable at Dhubri branch of UCO Bank will be required to be tendered by the bidder. The tender, if not, accompanied by Earnest money will be liable to be summarily rejected. **Payment will be approved only after physical receipt of the EMD proof in original.** The EMD of the unsuccessful bidders would be returned within 30 days after finalization of tender after filling of an application. No interest will be paid on EMD at the time of refund. If tenderer withdraws his bid within the validity period the EMD shall be forfeited. Firms registered under MSME are exempted from submission of EMD subject to submission of valid documents.

- b). **Tender Processing Fee of Rs. 2000/- (Rupees Two Thousand only)** in the form of a Demand Draft issued in favour of or assigned to "HMS of Dhubri Medical College and Hospital" and payable at Dhubri branch of UCO Bank will be required to be tendered by the bidder. The tender, if not, accompanied by Tender Fee will be liable to be summarily rejected. **Payment will be approved only after physical receipt of the Tender Fee proof in original.** The Tender Processing Fee is non-refundable.

- d). At any time prior to date of submission of tender, The Authority may, for any reason or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website of Dhubri Medical College & Hospital. In order to provide reasonable time to take the amendment into account in

preparing their bid, Tender Inviting Authority may or may not, at his discretion, extend the date and time for submission of tenders.

e). The tenderer should sign and affix his firm's stamp at each page of the tender and all its annexure as the acceptance of the offer made by tenderer, will be deemed as a contract and no separate formal contract will be drawn. NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER.

f). The tendering Firm/Agency/Company shall be bound by the details furnished by him/her to the Dhubri Medical College & Hospital while submitting the tender or at subsequent stage. Upon selection of the tendering Firm/Agency/Company, if at any stage, the documents furnished by him/her is found to be false or the quality of the articles or rates are found of poor quality/different specifications, it would be deemed to be a breach of terms of contract, the contract shall be cancelled at the discretion of competent authority and performance security shall be stand forfeited.

g). The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing of DMC&H, which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one tenderer.

h). In case of breach of any terms and conditions as mentioned in NIT, the Principal cum Chief Superintendent, DMC&H, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by DMC&H. In that event the security deposit shall also stands forfeited.

i). Delivery of goods shall be made by the supplier within 7(seven) days of placing of supply order.

j). The DMCH authority is not bound to accept the lowest rate or not bound to give order to the L1 bidder. There may be single/multiple supplier for supply of items. The Tender and Purchase Committee of Dhubri Medical College & Hospital along with the expert from the concerned department will submit a report on the desired suitable item for DMCH, on which LOA shall be issued.

TECHNICAL BID : COVER- (A)

The bidders should furnished the following in a separate cover hereinafter called "Cover-A". Court fee stamp of Rs.8.25/- must be affixed.

- a) Technical information Annexure - I
- b) GST Registration Certificate.
- c) Permanent Account Number (PAN) Card.
- d) Valid Trade License.
- e) Copies of at least 2 orders executed for Government Organizations during the last three financial years.
- f) Undertaking as per Annexure – II

- g) Earnest Money Deposit of Rs.10,000/- (Rupees Ten Thousand only)
- h) Tender Processing Fee of Rs. 2000/- (Rupees Two Thousand only)
- i) Manufacturer certificate/Authorized dealership certificate.
- j) Item wise detail specification of items tendered.
- k) Sealed and signed copy of the NIT including its Annexures as an acceptance of Terms and conditions mentioned in the bid document.

- l) Notarized undertaking that the firm is not blacklisted by any govt. organization earlier.

PRICE BID : COVER - (B)

Cover – “B” shall contain the price bid of the bidder. The firm who qualified in the Technical Bid shall be eligible for Price Bid.

- A). Signature & Seal on each page: Each page of the price bid should be duly signed by the bidder affixing the office seal.
- B). Rates quoted: The bidder shall submit the price bid (Cover-B) in the format at Annexure-III only. The bidder shall duly signed Annexure-III in a sealed cover super scribed as “Price Bid Cover – B Tender for *Procurement of equipment and instruments for EYE Modular Operation Theatre of Dhubri Medical College & Hospital.*, and addressed to the Principal cum Chief Superintendent, DMC&H, Dhubri (Assam).
- C). It should be submitted in form given in Annexure-III. The price quoted will be inclusive of taxes and inclusive of all applicable charges (i.e. packing, forwarding, postage, transportation, and insurance) and shall be fixed and final. At the time of payment Income Tax or any other Tax payable shall be deducted at source.
- D). The financial bid shall be opened of only those bidders who have been found to be technically eligible.

COVER FOR TECHNICAL BID & PRICE BID

The two separately sealed covers Technical Bid (Cover “A”) and Price Bid (Cover “B”) shall be placed together inside another cover which shall be sealed and super-scribed as “Tender for the work of *Procurement of equipment and instruments for EYE Modular Operation Theatre of Dhubri Medical College & Hospital*” and addressed to the Principal cum Chief Superintendent, DMC&H, Dhubri (Assam).

OPENING OF BID COVER “A” AND COVER “B” OF TENDER

- a) Bidders or their authorized representatives are entitled to be present on the date and time of opening of Technical Bid – Cover “A”
- b) Only those bidders whose technical Bids are found acceptable after technical and commercial evaluation will be open price bid – Cover “B” in presence of the successful bidder.

PERFORMANCE SECURITY DEPOSIT

The successful bidder has to submit a Security Deposit of an amount equivalent to the 5% of total work order in form of DD/Bank Grantee in favour of “HMS of Dhubri Medical College & Hospital” UCO Bank Bank Dhubri Br for a period of 18 (eighteen) months and it will be non-interest bearing.

VALIDITY OF OFFER OF SUCCESSFUL BIDDER

The rate contract is initially for a period of one (01) year from the date of issue of award of contract. DMC&H, Dhubri shall, however, reserve the right to terminate the contract at any time without assigning any reason.

PAYMENT PROVISION

- a) No advance payments will be made to the successful bidder.
- b). Payment of bills will depend on the availability of fund and sanctions.
- c). Bills in triplicate for the items supplied by the selected firm(s), should be raised.
- d). Payment shall be released after it is ensured that the quantity and quality of items supplied are to the entire satisfaction of this office and accepted. If any item is found to be defective, or not of the desired quality, the same shall be replaced immediately, for which no extra payment shall be made.

TERMINATION OF AGREEMENT

After giving opportunity of being heard to the successful tenderer, in a summary proceeding, the Medical College may terminate the contract in the event of:-

1. Breach of any of the terms and conditions of this NIT.
2. Any document or information furnished by the successful tenderer, either before the signing of the contract or during the subsistence thereof, being found to be forged, fabricated or materially incorrect.
3. Interference, in any form, during any inspections.
4. The successful tenderer fails to observe agreed service standards or fails to provide Services in conformity with Medical College; instructions or procedures or protocol.
5. The presentations and declarations made by the successful tenderer before entering into the contract with regards to its performance of Services, functions etc., are found to be false and misleading.
6. Supply of defective/faulty items and not replacing immediately.

SUPPLY CONDITIONS

- a). **Supply Order:** Supply order will be placed on the successful bidder at the discretion of the Principal cum Chief Superintendent, DMC&H. Dhubri Medical College & Hospital, Dhubri shall be the sole authority to cancel or amend the order, as per requirement, and also to place order for supply of item beyond office hours/holidays/place of supply for which, no additional payment shall be made.
- b). **Specifications & Quality:** The items supplied by the successful bidder shall be of the best quality.
- c). **Delivery Period:** Items to be delivered within 7(seven) days from the issue of Supply Order.
- d). **Penalty for Delayed Delivery:** In case there is delay in delivery beyond the stipulated period, there shall be reduction in price @ 0.5% of the value of delayed goods per day of delay or part thereof subject to a maximum of 10% of the total order value.

e). **Alternative Purchase:** If the successful bidder/supplier fails to execute the order within the stipulated time, the Tender Inviting Authority will be at liberty to make alternative arrangement for purchase of the items for which the purchase order has been placed, from any other sources or from the open market, at the risk and cost of the supplier. This would be in addition to all other penalties including forfeiture of security deposit.

f). **Delivery Point:** Items to be delivered at the Central Store of DMC&H, Dhubri with an intimation of delivery to Tender Inviting Authority. No delivery/labour charges will be paid.

AWARD OF CONTRACT

The Tenderer should pass in all items of "Eligibility Criteria". Eligible Tenderer shall be awarded the contract. The Principal cum Chief Superintendent of Dhubri Medical College & Hospital reserves the right of negotiation with eligible Tenderer before finalization of tender or contract. The authority reserves the right to reject any or all Bids or accept any Tender in total or in parts or to split the work among various Tenderers without assigning any reason thereof.

SIGNING OF AGREEMENT

The Successful bidder will be required to execute an agreement on Stamp Paper within a period of 5(five) days from the date of issue of Letter of Award (LOA). The cost/expenditure for this purpose is to be borne by the successful bidder.

COVER-“A”-Technical Information

Sl.No.	Particulars	
Part – I : Bidder Information		
1	Name of Firm/Company/Individual	
2	Official Address With Contact No.	
3	Name and mobile number of a key person, who can be contacted at any time	
Part- II : Documents submitted		
4	Tender Fee of Rs.2000/-	DD No.
5	EMD Rs.10,000/-	DD No.
6	GST Registration Certificate.	Enclosed at Page-
7	Permanent Account Number (PAN) Card.	Enclosed at Page-
8	Valid Trade License.	Enclosed at Page-
9	Copies of at least 2 orders executed for Government Organizations during the last three financial years.	Enclosed at Page-
10	Manufacturer certificate/Authorized dealership certificate.	Enclosed at Page-
11	Item wise detail specification of items tendered.	Enclosed at Page-
12	Sealed and signed copy of the NIT including its Annexures as an acceptance of Terms and conditions mentioned in the bid document.	Enclosed at Page-
13	Notarized undertaking that the firm is not blacklisted by any govt. organization earlier.	Enclosed at Page-
14	Undertaking as per Annexure – II	Enclosed at Page-

SIGNATURE :
NAME & DESIGNATION :
DATE :
NAME & ADDRESS OF THE FIRM WITH SEAL :

**UNDERTAKING BY BIDDER
(In the letter head of the firm)**

To,
The Principal Cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri-Assam

Tender No.....
For Supply of

Sir,

1) I, Sri..... on behalf of M/s.....
..... having registered office at, do hereby declared that I
have gone through the terms and conditions mentioned for the above and undertake to comply
with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for
acceptance from the date of award of contract to us.

2) We agree to the conditions of the tender under which the Earnest Money Deposit and
Performance Security Deposit shall be forfeited.

3) The Tender Inviting Authority has the right to accept or reject any or all the tenders
without assigning any reason.

4) We understand all the terms & conditions of the contract and bind myself/ourselves to
abide by them.

5) We hereby declare that there is no vigilance/CBI or court case pending/contemplated
against us at the moment.

SIGNATURE :
NAME & DESIGNATION :
DATE :
NAME & ADDRESS OF THE FIRM WITH SEAL :

COVER "B" – PRICE BID

Tender No.

Sl. No.	Name of Item with specification	Use/Reason	Quantity	Amount(Incl. GST)
1	A Scan (Biometry)- Immersion option with build in probe, Multiple IOL calculations	<i>For measuring the IOL power for cataract surgery</i>	Each	
2	Cataract instrument set-Titanium coated		Each	
3	Micro Surgical bipolar cautery-Standard quality (for ophthalmology)		Each	
4	DCR Instrument Set-Standard quality		Each	
5	Entropion Set-Standard quality	For Oculoplastic Surgery	Each	
6	Enucleation Set-Standard quality	For Oculoplastic Surgery	Each	
7	Evisceration Set-Standard quality	For Oculoplastic Surgery	Each	
8	Tonometer (Schiotz) -Standard quality	For diagnostic purpose	Each	

SIGNATURE
NAME & DESIGNATION

DATE

NAME & ADDRESS OF THE FIRM WITH SEAL