

NATIONAL PROGRAMME FOR
CONTROL OF BLINDNESS (NPCB)

E- TENDER FOR THE YEAR

2016-2017

FOR THE SUPPLY OF SPECTACLES FOR SCHOOL CHILDREN & OLD
PERSON

(ON-SITE DELIVERY)

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DEPARTMENT OF HEALTH AND FAMILY WELFARE
Government of West Bengal
Secretary D.H & F.W.S, Diamond Harbour Health District and
Chief Medical Officer of Health Diamond Harbour Health District
Pin-743331, Email :- cmohdhhd@gmail.com

Government of West Bengal
Secretary D.H &F.W.S, and Chief Medical Officer of Health,
Diamond Harbour Health District

Section I: NOTICE INVITING TENDER (NIT)

NIT No. CMOH/DHHD/TENDER/NPCB/2433 Dated, 05/07/2016.

1. Online tender is invited through E-procurement platform <https://wbtenders.gov.in> & <https://wbhealth.gov.in> for supply of spectacles for school Children & Old persons [be requisitioned by the ophthalmologist /MT(Opt.)/PMOA (Onsite delivery with screening and follow up at different schools)] in different blocks of Diamond Harbour Health District (12 Blocks) of different size under National Programme for Control of Blindness, District Health & Family Welfare Samity, Diamond Harbour Health District for the year 2016-17.

2. General Information about the Tender :

- (a) Office of Issue : Chief Medical Officer of Health & District Health & Family Welfare Samity, Diamond Harbour Health District, Pin- 743331
- (b) Place of Opening the Tender : Same as above (a)
- (c) Address for communication : Same as above (a)

3. Date and Time Schedule of Tender :

Sl. No	Particulars	Date & Time
1	Online documents download start date, Date of publishing	05/07/2016 at 6 .00 pm
2	Online document download end date	05/07/2016 at 6 .00 pm
3	Online bid submission start date	05/07/2016 at 6 .00 pm
4	Online bid submission & documents download end date	21/07/2016 at 12.00 noon
5	Online bid opening date for Technical proposals	21/07/2016 at 1.00 pm
6	Date of online uploading list for Technically qualified Bidders	To be notified later
7	Date of online opening of Financial Proposal	To be notified later

4. Specification of supply of the spectacles are as per Part -A (Annexure -I)

PART-A : ANNEXTURE -I

TECHNICAL SPECIFICATION AND APPROXIMATE REQUIREMENT OF THE ITEMS

Sl. No.	Items	Specification	Requirement
1	Spectacles for School Children & Old person	Frame : Acetate (different colours) Lenses : White English (Extra White) should be free from air bubbles, scratches, waves and irregular shapes Others: product must carry three months warranty for repair or replacement of any part thereof for any manufacturing/fitting defect (e.g. Loose hinges) free of cost.	Requisitioned by the ophthalmologist /MT(Opt.)/PMOA (Onsite delivery) in different blocks of Diamond Harbour Health District of different size. Consumption per year 4000 (four thousand) spectacles (Approx)

General Terms and Conditions :

4.1) The Spectacles are intended to be supplied to School Children & Old Person of the Diamond Harbour Health District in different blocks. The equipment should be suitable for use in Indian condition.

4.2) The Spectacles should have good aesthesis, sturdy construction and without sharp edges.

4.3) The Spectacles are to be provided free of cost to school children & old person referred by Optometrist Assistant. The supplier shall have to deliver spectacles to the respective blocks ophthalmologist /MT(Opt.)/PMOA on the basis of requisition placed.

4.4) The supplier would submit the required documents at the end of each month for the payments to be made by the CMOH Diamond Harbour Health District.

5. BIDDERS ELIGIBILITY : Firms intending to participate in the tender (hereafter called bidders) should first ensure that they fulfill all the eligibility criteria as prescribed in the tender bid documents:-

5.1) Bidder should be manufacturer or authorized distributor of /for that item

5.2) The bidder must upload photocopies of the following:

- (a) PAN Card of the owner
- (b) VAT Registration Certificate.
- (c) EMD must be deposit physically as mentioned in para no.6.4, 6.8 & 7 Below.
- (d) Experience in supplying similar articles to Govt. Sector / non Govt. Sector shall be preferred.

6. PREPARATION OF BIDS :

- 6.1) The tender is to be submitted electronically on E-Tendering portal of <https://wbtdenders.gov.in>
- 6.2) Details of the tender can be seen on the website and forms download free of charge Bidding shall be through **two bid system consisting of Technical bid and financial bid.**
- 6.3) All documents required in the tender should be serially numbered and duly signed by the bidder, with the stamp of the firm on each page before scanning and uploading.
- 6.4) Scanned copy of EMD is to be submitted online. Original instrument to be submitted along with the sample of item (i.e. spectacles) in an envelope, superscripted as:-
“ **EMD for E-Tender for supply of Spectacles for School Children & old person (onsite delivery)**”. The bidders name & address should also be there on the envelope. The same is to be submitted within the working hours from 7/7/2016 to 22/7/2016 11 AM.
- 6.5) Intending bidders may submit bid for both the items OR any one of the two items.
- 6.6) Only qualified technical bid will be considered for opening of financial bid.
- 6.7) For detailed query, if any, intending bidders are requested to contact with office on any working day at any time during office hours.
- 6.8) The scanned copy of the EMD shall be uploaded online under statutory cover of Technical Proposal.
- 6.9) No additional document shall be accepted after last date of submission of the bid but the purchaser may demand to see the original document or submission of attested/certified copy of any document which has been submitted earlier online.
- 6.10) The bids shall be submitted as per the given format and should be devoid of any cutting, alteration and ambiguity. Tender form and undertaking should be filled and signed properly. It should be neatly typed without the use of eraser/white fluid etc. The documents/certificates by using eraser/white fluid etc shall not be entertained.
- 6.11) Submission of the tender is deemed to be agreeing to the terms and conditions of this tender and shall act, if approved, as a contract or supply as per the terms and conditions of the tender and according to the given schedule or on subsequent orders of the C.M.O.H & Secretary, District Health & Family Welfare Samity, Diamond Harbour Health District or his authorized representative.
- 6.12) Financial bids are also to be submitted online.
- 6.13) No tender will be accepted unless accompanied by necessary EMD and sample of item (i.e. Spectacles).
- 6.14) The bidder shall quote firm price neatly typed in number & words also. No alteration/change in offer will be accepted.
- 6.15) If the last day for receiving tenders is declared a holiday, the next working day at the same time will be the last date & time for the receipt of tenders.
- 6.16) Each bidder shall submit only one tender either by himself or as partner.
- 6.17) The bidder shall bear all costs associated with the preparation and submission of his bid and the Department will in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.
- 6.18) The bidder is bound to submit an undertaking as per proforma attached in Annexure-II.
- 6.19) Sample of the item i.e spectacles should be deposited along with the EMD as described in column no.6.4 above. Sample should be tagged with a slip on which the name of the firm. Sl. No.& code of tender and the name of the item should be mentioned. After finalization of tender, the samples of unapproved items must be received by the firm from the respective authority without making any further reference.

6.20) The firm should quote the rates only for those items for which they can submit the samples. If the rates are quoted and samples/catalogue are not submitted, the earnest money may be forfeited without notice.

6.21) The tenderer has to submit a certificate stating that firm has not been blacklisted in the past by any Govt./semi Govt institution.

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

6.23) Tender submitted through E-Procurement platform will only be considered. To avoid any complication with regard to late receipt/non-receipt of tenders, it may please be noted that responsibility rests with the vendor to ensure that tenders reach before due date and time.

6.24) Purchase assigned the right to accept or reject any bid without assigning any reason thereof.

7. EarnestMoney Deposit(EMD)

Sl.No	Name of work	Amount of earnest money
1	FOR THE SUPPLY OF SPECTACLES FOR SCHOOL CHILDREN	Rs. 10,000.00
2.	FOR THE SUPPLY OF SPECTACLES FOR OLD PERSON	Rs. 10,000.00

7.1 The bidder should submit the EMD in the form of Bank Draft from any nationalized bank of India and that is to be drawn in favour of District H & F W Samiti, DHHD.

7.2 The Bidder shall seal the EMD envelope separately, suitably super scribe on the cover, writing the address of the purchaser and the tender reference number on that and submit it physically to the purchaser's office at time prescribed in Clause 6.4: Date and Time Schedule of e-Tender.

7.3 The scanned copy of the EMD shall be uploaded online under Statutory Cover of Technical Proposal.

7.4 The earnest money may be retained for a period up to 45 (forty-five) days beyond the bid validity period of the e - tender. The EMD may be retained for 165 days from Technical Bid opening date.

7.5 Unsuccessful bidders' earnest money will be returned to them without any interest, after expiry of the tender validity period, or after conclusion of the resultant contract, whichever is earlier. Successful bidder's earnest money shall be returned without any interest, after receipt of performance security from that bidder.

7.6 Earnest Money is required to protect the purchaser against the risk of the Bidder's conduct, which would warrant the forfeiture of the EMD. Earnest money of a bidder will be forfeited, if the bidder withdraws or amends its bid or impairs or derogates from the bid in any respect within the period of validity of its bid or if it comes to notice that the information/documents furnished in its bid are incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The successful bidder's earnest money will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required performance security within the specified period.

8. QUOTATION OF RATES :-

Please note that Price BID is to be submitted online only. The price/rate shall be quoted by the bidder in INR(Indian Rupees) and shall remain firm till the completion of the contract. It shall be inclusive of all charges and taxes including sales Tax/Vat, onsite delivery with screening and follow up charges, duties, cess loading unloading, carriage, etc, and nothing more shall be added to the quoted price at the time of billing.

As per Asstt. Director of Health Services (Opth.) & State programme Officer(NPCB), Govt. of West Bengal, highest rate may be fixed for School eye screening upto :- Rs.275/- per spectacle per student & Screening and free spectacles for near work to old person @ Rs.100/- per case (new initiative).

9. TERMS OF SUPPLY & PAYMENT:-

The payment will be made only after receipt of the items and after completion of all formalities. No advance payment will be made.

9.1 The firm will be bound to supply the items within stipulated period, failing which action will be taken to debar the firm from taking part in future purchases of Secretary Dist. Health & F.W. Samity& CMOH, Diamond Harbour Health District and proceedings will be constituted against the firm to black list them.

9. PENALTIES :-

If a bidder withdraws from the bid or fails to submit the required security deposit within the specified time or owing to any other reason, he is unable to undertake the contract, his contract will be cancelled and he shall forfeit the earnest money deposit or the security deposit submitted by him. He will also be liable for all damages sustained by the purchaser including the liability to pay any difference between the prices accepted by him and those ultimately paid for the procurement of the articles concerned. Such damages shall be assessed by the Secretary Dist. Health & F.W. Samity& CMOH, Diamond Harbour Health District whose decision shall be final in the matter.

10.1) If any information furnished by the bidder/supplier is found to be incorrect at any time, the tender/contract/ agreement /supply order is liable to be terminated/cancelled and Secretary Dist. Health & F.W. Samity& CMOH, Diamond Harbour Health District may forfeit Earnest Money Deposit and or security deposit as the case may be.

Sd/-
Secy.D.H. & FWS &
C.M.O.H Diamond Harbour Health District

PART- B: ANNEXURE - II : UNDERTAKING

To
The
Secretary District Health & Family Welfare
Samity & Chief Medical Officer of Health
Diamond Harbour Health District.

Tender No-CMOH/DHHD/TENDER/NPCB/2433 dt-
5.7.2016 for the year 2016-17

Sir,

1. The undersigned certify that I have gone through the terms and conditions mentioned for the above and undertake to comply with them.
2. I/We undersigned hereby bind myself/ourselves to the Secretary District Health & Family Welfare Samity & CMOH, Diamond Harbour Health District to supply the various items for Secretary District Health & Family Welfare Samity & CMOH, Diamond Harbour during the period under contract. It is certified that rate quoted are lowest quoted for any institution in India.
3. The article shall be of the best quality and kind as per requirement of the institution. The decision of the Secretary District Health & Family Welfare Samity & CMOH, Diamond Harbour as regards to the quality and kind of article shall be final and binding on me/us.
4. Earnest money deposited by me/us viz. Rs. _____ in the form of Bank Draft in the name of Secretary District Health & Family Welfare Samity & CMOH, Diamond Harbour attached herewith and shall remain in custody of the Secretary District Health & Family Welfare Samity & CMOH, Diamond Harbour till the successful completion of the rate contract.
5. I/We shall forfeit the earnest money deposited by me/us if any delay occur on my part/agent or failed to supply the article at the appointed place and time of the items of the desired quality. The Secretary District Health & Family Welfare Samity & CMOH, Diamond Harbour Health District in that case may purchase them from any other source and deduct the extra amount if any paid in connection therewith from the bill submitted by me/us or from the performance security money deposited by me. In case where such liability is more than the performance security money deposited by me. In case where such liability is more than the performance security money me/us undertake to pay the amount which is admissible.
6. There is no vigilance/CBI case or court case pending against the firm/ supplier and firm in not blacklisted debarred by any Govt. Department.
7. Should the said officer deem it necessary to change any article on it being found of inferior quality it shall be replaced by me/us in time to prevent inconvenience I/we also agree to supply any article specified in the enclosure up to 25 % above the quantity specified if required.
8. I hereby undertake to supply the items during the validity of the tender as per direction given in supply order within the stipulated period.
9. I hereby undertake to pay penalty as per terms & conditions for delayed supplies.
10. If I/we fail to supply Secretary District Health & Family Welfare Samity & CMOH, Diamond Harbour shall have full power to impound or forfeit the security / earnest money.
11. The firm will be required to submit sample (s) as and when asked for and in the event of non-supply of samples by stipulated date the earnest money may be forfeited.
12. The Secretary District Health & Family Welfare Samity & CMOH, Diamond Harbour has the right to accept or reject any or all the tenders without assigning any reason.
13. I/we understand all the terms & condition of rate contract and bind myself/ ourselves to abide by them.
14. It is certified that the rate quoted by me are not higher than the M.R.P/ Prevailing market rate.

Authorized Signatory
Designation
(Seal of the Firm)