

**Govt. of West Bengal**  
**Office of the Superintendent, Vidyasagar S. G. Hospital**  
**Behala, Kolkata – 700034.**

Memo No. VHB/ 1484

Dated: 02-12-2020

**TENDER NOTICE**

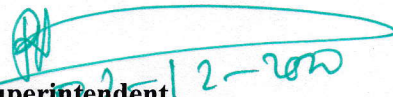
Sealed tenders are invited by Superintendent, Vidyasagar S.G. Hospital on behalf of Govt. of West Bengal, from bonafide agencies for supply of spectacles for Vidyasagar S.G. Hospital.

SI No.	Specification Spectacles	Unit
01	Spectacles For Children : Frame: Male, and Female-Good Quality and proper size "cell frame" with flexible hinges i.e. spring side (siye-42 to 48) Lenses: Durable, Flexible and lightweight CR 39 with hard coating i.e. scratches free with proper power. Box: Nan Breakable box with selvet. Others: product must carry three months warranty for repair	Per Spectacles
02	Spectacles for Adults : Frame: Male and Female-Good Quality and proper size "cell frame" with flexible hinges i.e. spring.: side (size-44 to 56) Lenses' Durable, Flexible and lightweight CR 39 with hard coating i.e. scratches free. Power: Bifocals- TWo distance optical powers- Distant vision correction (Myopia, Hyperopia and or astigmatism) and addition for near vision conectiow(Biocal reading addition along with distance power) Box. Non_breakable box with selvet	Per Spectacles

Forms along with terms and conditions and schedule documents will be available in the website [www.wbhealth.gov.in](http://www.wbhealth.gov.in), and/or <https://www.wbhealth.gov.in/vidyasagarsgh/> and/or [www.spghealth.gov.in](http://www.spghealth.gov.in) on and from to 03.12.2020 and the same (duly filled up) will be received either through speed post or in drop box within 11.12.2020 upto 12.30 p.m. and the same (technical bids) will be opened at 1 p.m. on the same day (11.12.2020). Financial bids will be opened on 14.12.2020 at 2 pm of the technically qualified bidders only. The samples of the spectacles to be produced in front of the Committee and is mandatory to be qualified for the technical bids. If the samples are found satisfactory by the committee along with all criteria to be satisfied for technical evaluation of the bids, then only financial bids will be opened. Applications in due format will be received from bidders addressing the **"Superintendent, Vidyasagar S.G. Hospital, South 24 Parganas"**.

The amount of the earnest money is fixed for Rs. 5000/- (Rupees Five Thousand only) and the same is to be deposited through bank draft only in the name of **"Vidyasagar State General Hospital, Rogi Kalyan Samiti"**, which is refundable. The amount of security deposit of 2% of the total value of purchase to be deposited by the successful bidder through demand draft in the name of **"Vidyasagar State General Hospital, Rogi Kalyan Samiti"** to the undersigned good office and will be kept with the office of the undersigned till the maturation of the next tender or termination of the contract period whichever is earlier. In this respect earnest money will be kept in the office of the undersigned of the successful tenderer's – or will refund earnest money after depositing the security deposit. The decision of the tender selection committee is final for acceptance or rejection of any tender without assigning any reason.

The technical and financial bid should be submitted separately.

  
**Superintendent**  
**Vidyasagar S. G. Hospital**  
**Behala, Kolkata – 34.**

**Memo No: VHB/**

**Date:**

Copy forwarded for information to:

1. The Director of Health Service, DH&FW
2. The District Magistrate, South 24 Parganas.
3. The Sabhadhipati, Zilla Parishad, South 24 Parganas
4. The Chairman, Municipality, Borough XIV
5. The C.M.O.H., South 24 Parganas
6. The ADHS (Ophth.)& State Programme Officer (NPCB&VI)
7. The SDO , Alipore Sadar
8. Notice Board , Vidyasagar S.G. Hospital
9. Office Copy


**Superintendent  
Vidyasagar S. G. Hospital  
Behala, Kolkata – 34.**



Terms and conditions for procurement of spectacles under NPCB Programme for Vidyasagar S. G. Hospital vide Memo No.VHB / 1484 Dated. 02-12-2020

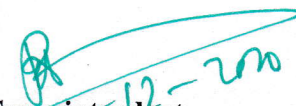
In case of necessity, the date of opening may be deferred, in that case notification will be displayed in the Notice Board in the Office of the undersigned in due time.

1. Name, Address and NIT No and purpose must be clearly mentioned on the sealed envelope.
2. EOI has to be submitted in sealed envelope at their own cost to the office of the undersigned within stipulated time through speed post only or in drop box and will be opened by the purchase committee in presence of the bidder or his representative.
3. The claimed rate should cover transport and delivery charges and fittings and fixtures including labour charges for such. The rate Submitted by the bidder must indicate whether the price quoted is inclusive of GST. Quoted rates should be clearly mentioned in both figures and words.
4. Cooperative society should furnish along with their tender current certificate from ARCS of concerned district regarding performance.
5. All sheets should be numbered properly and number of sheets in each cover should be cited in covering tally.
6. License (for carrying out such trade), is to be furnished with the tender documents alongwith photocopy of PAN card, GST registration Certificates and credential certificates (if any).
7. Purchase Orders in required quantity will be given time to time to the selected bidder according to empanelment.
8. Technical bid and financial bid should be submitted in two separate envelopes mentioning the respective bids on the sealed envelopes.
9. Financial Bid of Technically fit Bidder will be opened only.
10. The rate of the tender will be valid upto one year from date of acceptance of rate of the product or till the finalization of next tender/ EOI (empanelment) for such whichever is earlier . The successful bidder will be bound to supply the items upto such validity period. Any willful delay on the part of the supplier in supplying articles within stipulated period will be liable to pay liquidated damages.
11. In case of deviation from any of the above terms and conditions, contract will be liable to be terminated by the appropriate authority.
12. The amount of security deposit of 2% of the total value of purchase to be deposited by the successful bidder through demand draft in the name of "**Vidyasagar State General Hospital, Rogi Kalyan Samity**" to the undersigned good office or this will be deducted from the bill at the time of payment and will be kept with the office of the undersigned till the maturation of the next EOI/tender.
13. The selection Committee reserves the right to accept/ cancel any tender without assigning any reason thereof.
14. All terms and conditions as mentioned above will have to be accepted by the bidder.
15. Present Prevailing **maximum admissible Rate** of the spectacles under NPCB &VI is Rs.350/- in case of school children as well as for the spectacles for the adults.
16. Maximum Priority will be given to the **quality of frame and lens & ensuring proper fitting** during handover. The best quality and the lowest rate sample supplying bidder, within Rs. 350/- (Including all taxes), will be accepted.
17. The vendor must provide **hard plastic box/case** with soft cloth with each spectacle.
18. This box/case will have **embossed** (preferably)/ **sticker** fixed on it on either of the following two (number 'i' will be a must) or all of the three logos :--- (i)NPCB&VI logo (ii) NHM logo (iii) Biswa-bangla logo and there would remain the dotted space for writing the name of the beneficiary after supply.

  
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19. **Specifications of spectacles frame:-** Good quality of cell frame (cellulose acetate) with spring side. Frame should be fitted with face and nose properly (shape and size). Different Colours of the frame may be made available. Vendor will take the colour choice from the student and adults. Sample of the frames to be preserved at the facility for checking in future. Details given below:-
- i. **Spectacles for School Children :-**  
**Frame:-** Male and Female – Good quality and proper size “cell frame” with flexible hinges i.e., spring side (size 12 - 48)  
**Lenses :** Durable, flexible and light weight CR39 with hard coating i.e., scratches free with proper power.  
**Box:** Non breakable box with selvet.  
**Others :** Product must carry three months warranty for repair.
  - ii. **Spectacles for Adults:-**  
**Frame:-** Male and Female – Good quality and proper size “cell frame” with flexible hinges i.e., spring side (size 44 - 56)  
**Lenses :** Durable, flexible and light weight CR39 with hard coating i.e., scratches free with proper power.  
**Power :** Bifocals – Two distance optical powers- distant vision correction ( Myopia, Hyperopia and/or astigmatism) and addition for near vision  
**Box:** Non breakable box with selvet.
20. If any student requires bifocal glass e.g.. in post-operative cases of the congenital cataract, the vendor will provide the same according to the prescription.
21. **Specification of the Ophthalmic Lens:-** good quality of CR-39 glasses for students and presbyopic patient (scratches and bubbles free), high index glasses in case of more than 4D power of the students. Bifocal glasses should be according to power (distance & near) prescribed by MT (optometry). PD should be strictly maintained. Sample of the lenses to be preserved at the facility for checking.
22. **Defective spectacles** detected during hand over to the beneficiary should be changed free of cost.
23. Three months **warranty** period for the spectacles frame (replace or repair) should be there without any additional cost involvement.
24. Spectacles rates to be quoted inclusive of carrying cost etc. , nothing will be paid in addition to the rate quoted. The spectacles to be delivered to the store of Vidyasagar SGH.
25. Optician, from the vendors' end, **will need to remain present as a mandate** during the OPD/Outreach sessions (if needed so) and during SES program sessions for distribution of the spectacles to the beneficiaries to check its proper fittings etc.
26. Refractive error should be determined for **students up to the age of 12 years**, only at the Eye OPD in presence of the MT (Opto) for testing of the refraction under the use of cycloplegic drugs etc.
27. Each beneficiary will get a **Written paper**, in the prescription equivalent mode, mentioning the power of the glasses he/she has been supplied with.
28. The students may be checked by the MT(Opt) during his/her OPD visit. Any student attending the Vision Centre directly who wants to take free spectacles will need to produce a certification from the Headmaster/Headmistress. If students are brought from the schools in groups to the Vision Centre, they must have the certification from the Headmaster/Headmistress and they will need to be escorted by the same authorized person from the school.

  
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29. **Quality Assurance:** A strict and dynamic continuous quality check and monitoring mechanism will remain in place. Each district CMOH will set up a **Quality monitoring committee**, for the free spectacles, at the office of the CMOH which will have an Eye Surgeon (preferably from the District Hospital), Two of the senior-most MT (Opto) (preferably one from the DH & one from the nearby blocks), District Program Manager-NPCB&VI cum Dy. CMOH-2 on it. This committee will sit together every week, preferably on a fixed day/time under the supervision from the CMOH, after the routine Hospital OPD hours to check the quality for the spectacles supplied from the Block and also from the Secondary & tertiary level health facilities within the concerned district, CMOH will also ensure that the ACMOH (preferably by weekly rotation from all the subdivisions), RBSK MO at District HQ, DPHNO will also remain present, from time to time, during the sittings of this committee. DEO-NPCB&VI will remain present in all these sittings to coordinate it on behalf of DPM.
30. The Superintendent or their authorized person **will pick up one adult spectacles and one student spectacles every month randomly** to send it to the district quality committee at the office of the CMOH for the quality check. The records for this specimen/sample will be kept well maintained and the beneficiary/guardian will be properly counseled that he/she would get it **after the quality check** latest within next 3 weeks. The specimen will reach the office of the CMOH through local arrangement. The reports for this quality check will be sent to the State/district, as the case may be, along with the monthly performance reports.
31. For the spectacles for the school children, the vendor will submit the supply to the MT (Opto) at the Hospital concerned for a preliminary checking (power, quality of frame/glasses etc.) by him. Then after the approval from the MT (Opto), the Hospital authority will allow the vendor to deliver these checked spectacles to the schools. Before that the Hospital authority or his authorized person (MO/pharmacist/storekeeper/PHN/ANM/other nursing staff) will pick up a sample randomly from the lot on which the quality check will be done by the district quality committee located at the office of the CMOH. Thereafter the Headmaster or his authorized school-teacher **will officially receive the supplies** from the vendor with a detailed list of students & the frame, lens details. He will sign the received voucher with mobile number and with official rubber seal. Two receipt copies of *Challan* may be handed over to the vendor to claim the reimbursement bill. The sample that was picked up will reach its beneficiary within next 3 weeks through local arrangement if/after it passes through the quality check at the district committee.
32. **Adherence** to constant use of the spectacles may be checked by the teachers/visiting RBSK. Team In-Charges.
33. **Presbyopia spectacles will be received at the hospital** by the store-keeper/pharmacist/staff looking after the stores **in presence of the MT (Opto)** attached to that health facility.
34. The spectacles will need to **be supplied latest within 10 days** after receiving the work-order from the authority.
35. Vendors will need to submit the documents for **claims for the payments i.e., bills etc** to the office of the concerned authority (Superintendent) **within seven days** from the date of delivery. He will collect one receipt for this submission for claims.
36. The payments will be made as and when Govt. fund will become available with the concerned local authority. When the fund is available, the payments will be cleared within a month from the receipt of the claims. The payment will be made only after being sure that all the documents are in order and all the essential processes have been maintained. Payments will only be in the DBT mode.
37. Decision taken by the Govt. authority in connection with the **defects of any spectacles & error of glasses** will be the final and by no means can it be challenged by the vendor.
38. The other norms for the routine tender processes will be followed as per the latest State guidelines. The **tender/contract for supply may be terminated** at any time during the contract period with a two months notice from both the sides.
39. Please refer to website <https://www.wbhealth.gov.in/vidyasagarsgh/> for further corrigendum (if any) during the period of processing.

  
Superintendent