



Government of West Bengal

**Office of the Chief Medical Officer of Health
SOUTH 24 PARGANAS**

No. CMOH (SPG)/E-Tender/ 9755

Dated:30.12.2025

NOTICE INVITING E TENDER FOR "ECD Kit for ASHAs under HBYC Programme" THE YEAR 2026-2027 BY THE CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE SAMITY, SOUTH 24 PARGANAS.

(Through Pre-qualification)
(Submission of Bid through *NIC e tender portal*)

CMOH & Secretary, District Health & Family Welfare Samity, South 24 Parganas invites bids through E- tenders in two bid systems (Technical and Financial Bid) for "ECD Kit for ASHAs under HBYC programme" For details and downloading of tender, interested parties may please visit website: <https://wbtenders.gov.in> (Organization-Health & Family Welfare Department). For any further assistance, please visit o/o the CMOH, SOUTH 24 PARGANAS during schedule on & from 31/12/2025 to 16/01/2026.

1. GENERAL INSTRUCTIONS:

In the event of e-filing, intending bidder may download the tender documents free of cost from the website : <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate or from the Health & Family Welfare Department's website www.wbhealth.gov.in & necessary earnest money deposited online through ICICI Bank payable in favour of DISTRICT HEALTH & FAMILY WELFARE SAMITI, SOUTH 24 PARGANAS and also to be documented through e-filing.

2. SUBMISSION OF BIDS:

Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed by the **Company personnel only (having Authorization from the company management)** in the website <http://wbtenders.gov.in>. All papers must be submitted in English language.

3. Time Schedules for the e-tender

THE TIME SCHEDULE FOR OBTAINING THE BID DOCUMENTS, PRE BID MEETINGS, REGISTRATION WITH THE TENDERING AUTHORITIES, THE SUBMISSION OF BIDS AND OTHER DOCUMENTS ETC. WILL BE AS PER THE LIST PROVIDED, AS GIVEN BELOW.

SUBMISSION OF THE TENDERS:

The tender is to be submitted in a **Two Bid System**.

Technical Proposal:

1. **"BID- A": Technical Documents:-**

STATUTORY COVER, containing the following documents:

a) **Earnest Money Deposit (EMD)**

The amount of Earnest Money to be submitted shall be

SL No	Name of the Health Facility	EMD Amount	In words
1	CMOH, South 24 Parganas	Rs.20000/-	Rupees Twenty Thousand Only

b) The process may be followed as per memorandum of the finance Department Audit Branch bearing Memo No 3975-F(Y) dated 28th July 2016,(GRIPS).

Deposition of earnest money:

a) Net banking (any of the banks listed in the ICICI Bank gateway) in case of payment through ICICI bank Payment Gateway.

b) RTGS/NEFT in case of offline payment through bank account in any bank.

2.1 Payment by Net Banking:

a) On selection of net banking as payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a UNIQUE ID) where he will select the bank through which he/ she wants to do the transaction.

b) Bidder will make payment after entering his/her Unique ID and password of the bank to process the transaction.

c) Bidder will receive a confirmation message regarding success / failure of the transaction.

d) If the transaction is successful, the amount paid by the bidder will get credited in the respective pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R N Mukherjee Road, Kolkata for collection of EMD / Tender fees.

e) If the transaction is failure, the bidder will again try for payment by going back to the first step.

2.2, Payment through RTGS/ NEFT:

a) On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having details to process RTGS/NEFT transaction.

b) The bidder will print the challan and use the pre-filled information to make RTGS / NEFT payment using his bank account.

c) Once payment is made , the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT / RTGS process to complete , in order to verify the payment made and continue the bidding process.

d) Hereafter, the bidder will go to e-Procurement portal for submission of his bid.

e) But if the payment verification is unsuccessful, the amount will be returned to bidder's account.

2.3 Refund / Settlement Process:

a) After opening of the bids and technical evaluation of the same by the tender inviting authority (TIA) through electronic processing in the e-Procurement portal of the State Government, the TIA will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web service.

b) On receipt of the information through e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidder's bank account from which transaction was made. Such refund will take place within T+2 Bank Working Days (Where T means the date on which information on rejection of bid is uploaded to e-Portal by the TIA.)

c) Once the Financial bid evaluation is electronically processed in the e-Procurement Portal, EMD of the technically qualified bidders other than that of L1 & L2 bidders will be refunded, through an automated process, to the respective bidders' bank account from which payment was made. Such refund will take place within T+2 Bank working days. However, the L2 bidder should NOT BE REJECTED till the LOI (Letter of Intent) process is successful.

d) If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement Portal , EMD of the L2 bidder will be refunded through an automated process ,to the his bank account from which payment was made . Such refund will take place within T+2 Bank working days.(Here T means the date on which information on Award of Contract to the L1 bidder is uploaded in the e-Procurement Portal by the TIA)

e) As soon as the L1 bidder is awarded the contract and the same is processed electronically in the e-Procurement Portal:-

f) EMD of the L1 bidder for tenders of the State Government Offices will automatically get transferred from the pooling account to the State Govt. Deposit head " 8443-00-103-001-07" through GRIPS along with the bank particulars of L1 bidder.

ii) Such transfer will take place within T+1 Bank working Days (Here T means the date on which Award of Contract is issued)

iii) All refunds will be made mandatorily to the Bank A/C from which payment of EMD was initiated.

2.4 The TIA of the government offices will be using their respective e-Procurement User ID and password to view the EMD deposited by the bidders in the pooling accounts.

Performance Security

- 2.6 The performance security shall be deposited in Indian Rupees to the state government through TR Challan only under budgetary head of account 8443-00-103-Earnest Money-01-07-Deposits. No other form of deposit will/ can be entertained except the term mentioned herewith.
- 2.7 In the event of any failure /default of the contractor/ agency with or without any quantifiable loss to the health facility/ purchaser/ government, the amount of the performance security is liable to be forfeited by the health facility/ purchaser/ Administrative Hospital/Medical College.
- 2.8 In the event of any amendment issued to the contract, the contractor/ agency shall, within 21 (twenty one) days of issue of the amendment, furnish the corresponding amendment to the performance security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.
- a) EMD exemption is allowed for those having SSI (MSME) Part II or NSIC certificate.
 - b) Documents required for Technical Bids are mentioned in specimen Form of Technical Bid.

Rate (s) to be quoted against each specified item in specified unit as mentioned in Financial Bid (BOQ) Form. (Including of all taxes).

OTHER-STATUTORY Containing the following documents:-

(a) Company Specific Technical Documents:-
(SINGLE FILE MULTIPLE PAGE SCANNED)

Sl. No.	Category	Sub Category	Sub Category Description
A	Certificates	A1. Certificates	PAN Card of the Bidder/Authorized Signatory (Digital Signatory Holder) GST Registration certificate
B.	COMPANY DETAILS	B1. COMPANY DETAILS 1	Trade Licence 2024-25 Enlistment from competent authority, P-tax with updated Challan 24-25 Income Tax Return last one year 24-25 FY Audited Profit & Loss Balance Sheet last one year 24-25 Declaration of non conviction for last 1 year by 1st class

2. "BID- B ": FINANCIAL COVER : BOQ

The folder as "Financial Bid" shall contain: Base Rate per Accounting Unit to be quoted including of GST

TERMS AND CONDITIONS OF THE TENDER

1 Minimum Eligibility Criteria:

- a) Only those Houses (having Trade License) who have experienced in such type of job.
 - b) Those Firms who have done such type of works and satisfactory supply Govt. or Semi-govt. or Govt. undertakings
 - c) **Rs. 20,000 (Rupees Twenty thousand)** only to be deposited online through ICICI Bank as Earnest Money. EMD exemption is allowed those having SSI (MSME) Part II or NSIC certificate. **[SSI (MSME) Part II or NSIC certificate /Udyog Aadhaar instrument should be uploaded].**
 - d) One set of sample should be submitted for quality assurance during technical evaluation.
2. Documents required for Technical Bids are mentioned in specimen Form of Technical Bid.
 3. Rate (s) to be quoted against each specified item as mentioned in Financial Bid (BOQ) Form
 4. **Participating Bidders must be submitted The Samples as per specification by the Tenderers duly signed / stamped / seal, at Office of the CMOH, South 24 parganas, before closing of Tender.**

5. The successful Tenderer(s) will have to deposit Security Money @5% of the total order value as asked for.

8. The Security deposit of the successful selected tenderer may be forfeited for failure to supply within specified time and/or, for supplying unsatisfactory articles in quantity and quality.

9. Annexure I of NIT to be furnished in the Company's official letter pad with full address and contact no etc., otherwise it will be treated as cancelled.

11. Bidders will have to present original requisite documents in support of uploaded documents for verification, if asked for.

12. Validity of Tender will normally be 1 year from the date of acceptance of tender. It may be extended upto next 1 year if situation arises. The procurement will be made in phased manner or at a time subject to requirement during validity period.

13. The successful bidder will be bound to supply the item(s) within specific dates, mention in the procurement order. The timely supply of printed articles will be the essence of contact.

14. Interested bidders are requested to enquire regarding Specification or any others may be mailed to CMOH, SOUTH 24 PARGANAS through email to cmoh24spg@gmail.com before Pre -Bid meeting. Any changes will be uploaded after Pre –Bid meeting online in the portal www.wbhealth.gov.in.

15. All terms and conditions as mentioned above will have to be accepted by the Tenderer(s) through digital signature.

16. Timelines for downloading and submission of E-Tender along with other datelines has been noted below.

Date and Time schedule of Tender:

Sl. No	Particulars	Date & Time
1	NIT & Other documents online	30.12.2025 at 6.00 pm
2	Online documents download start date, Date of publishing	30.12.2025 at 6.00 pm
3	Online document download end date	20.01.2026 at 2.00 pm
4	Online bid submission start date	30.12.2025 at 6.00 pm
6	Online bid submission & documents download end date	20.01.2026 at 2.00 pm
7	Date Pre bid meting	08.01.2026 at 2.00 pm
8	Sample Submission of Items	13.01.2026 at 11.00 am to 16.01.2026 at 4.00 pm at CMOH office, South 24 Pgs
9	Technical Bid Opening on	22.01.2026 at 04.00 pm
10	Date of online uploading list for Technically qualified Bidders	To be notified later
9	Date of online opening of Financial Proposal	To be notified later

E- Tender should be addressed to the CMOH, SOUTH 24 PARGANAS; Bidders may download tender documents from the website www.wbhealth.gov.in.

17. Interested bidder may contact for any other information through e-mail before for any query regarding tender at cmoh24spg@gmail.com

Any subsequent notice regarding this tender shall be uploaded in www.wbtenders.gov.in website only.

In the event of any of the above mentioned dates being declared as a holiday for the CMOH,SOUTH 24 PARGANAS the tenders will be opened on the next working day at the appointed time or as desired by Tender selection Committee.

18. Financial Bid are attached herewith (BOQ).

The authority reserves the right to accept or reject any tender in part or in full even the entire tender process at any time prior to the award of contract without assigning any reasons thereof.

30.12.20

Chief Medical Officer of Health & Secretary,
District Health and Family Welfare Samity
South 24 Parganas

APPLICATION FORMAT

(IN A LETTER HEAD OF THE AGENCY, OTHERWISE IT WILL BE TREATED AS CANCELLED)

Annexure I

To
THE CMOH & SECRETARY,
DISTRICT HEALTH & FAMILY WELFARE SAMITY,
SOUTH 24 PARGANAS

**Sub: NOTICE INVITING E TENDER FOR "ECD Kit for ASHAs under HBYC Programme"
THE YEAR 2026-2027 BY THE CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE
SAMITY, SOUTH 24 PARGANAS.**

No. CMOH (SPG)/Tender/

Dated:

Having examined the pre-qualification & other documents published in the N.I.T, I /we hereby submit all the necessary information and relevant documents for evaluation:

- (b) That the application is made by me / us on behalf of.....
In the capacity.....by me OR duly authorized to submit the offer.
- (c) That I/We accept the terms and conditions as laid down in the NIT mentioned above and submitted with rubber stamp & signed as uploaded and declare that I/we shall abide by it throughout the tender period.
- (d) I am/We are offering rate(s) for the following item /items with manufacturing capacity* and assured supply to the CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE SAMITI, SOUTH 24 PARGANAS
- (e) In the event of being selected, I will make the supply within the stipulated period excepting the condition which is beyond our control.
5. We understand that:
- (a) Tender Selection Committee/ CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE SAMITI, SOUTH 24 PARGANAS can amend the scope & value of the contract bid under this project.
- (f) Tender Selection Committee/ CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE SAMITI, SOUTH 24 PARGANAS reserves the right to reject any application without assigning any reason.

Date :

Mobile

**Signature of applicant including title
and capacity in which application is made.**

SPECIFICATION

Items required for Early Childhood Development (ECD) Kits for ASHAs:

ECD KIT (Estimated price per Kit Rs. 600/-including GST)

1. Red Ring (Diameter 2-3" with attached string)
2. Bell (Puja Bell)
3. Torch
4. Small Mirror with plastic cover
5. 1-inch cubes: 6 pieces Preferably wooden cubes, not sharpened
6. Beads or Kismis (few)
7. Tea cup or Plastic Bowl ; One made of Plastic
8. Crayons (Wax) 1packet
9. Writing Pad
10. Red Ball or any Toy like Car
11. Small Cloth (Handkerchief) to Cover Toys
12. Pull Toy with a String
13. Doll
14. Picture Book with one picture per page
15. Bag to carry all the ECD materials.