



Letter No. 836 /Estt.(BBMC&H)/23

Balangir

Dt. 20-12-2023

**Tender Call Notice for Stationary & Sanitary items.**

Invites sealed tenders from interested / bona fide/ reputed firms/ agencies having adequate experience in taking up the works of supply of Stationary & Sanitary items. The detailed quality, specifications and terms and conditions are available in the website i.e. [www.bbmchbalangir.nic.in](http://www.bbmchbalangir.nic.in) which may be downloaded for use. Interested parties may submit their tender super scribing "Tender for supply of Stationary & Sanitary items". Interested parties may submit their tender super-scribing "Tender for Tender for supply of Stationary & Sanitary items" to the undersigned through Speed post/ Registered post / courier only which should reach on or before 11.00 A.M. of Dt. 09.03.2024 positively and the same will be opened at 11.30 A.M. of the same date. The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.

M.Panda  
20.02.23  
Superintendent  
Bhima Bhoi Medical College & Hospital, Balangir





**“Terms & conditions for rate contract towards Supply of Stationary & Sanitary items to BBMC&H, Balangir”**

- Availability of Tender document in website for downloading : 21.02.2023
- Date & time of Pre-Bid Meeting : 09.03.2023 at 11-30 AM
- Last date & time of submission of Tender : 09.03.2023
- Date & Time of Tender opening : 09.03.2023 at 11.30 AM
- Place of Opening of Tender/Bid : O/O. Superintendent, BBMC&H  
Balangir.

**Address for communication:**

Superintendent, Bhima Bhoi Medical College & Hospital, Balangir  
At- Sudpada, District- Balangir  
Email: [gmchospitalbalangir1@gmail.com](mailto:gmchospitalbalangir1@gmail.com)

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M.Panda  
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**Terms and Conditions**

**1. Sale of Tender papers/bid documents:**

The prospective bidder may download the complete sets of tender documents directly from the website available at [www.bbmchbalangir.nic.in](http://www.bbmchbalangir.nic.in) and submit the same to Superintendent, BBMC&H, Balangir office along with the Tender paper cost (Application Fees) is Rs.2000/- (Rupees Two Thousand) in shape of Demand Draft (Non-refundable) and EMD amount Rs.30,000/- (Rupees Thirty Thousand) only in shape of Demand Draft drawn for any Banks regulated under RBI norms in favour of Superintendent, Bhima Bhoi Medical College & Hospital, Balangir payable at Balangir. the cost of Tender paper and EMD amount should be submitted separately in separate Demand Draft. In case of any Bid amendment and clarification responsibility lies with the bidders to collect the same from the office notice board of Superintendent, BBMC&H, Balangir before last date of submitting the tender document.

**2. Terms & Conditions:**

- The tender shall be submitted in two bid system i.e. Technical Bid & Financial Bid, Financial Bid contains only the price bid and schedule of requirement as per Annexure-II and Technical Bid contains all other documents as per the tender terms and conditions. Tender paper cost and all other documents as per eligibility criteria except price format. The Technical Bid & price/Financial bid will be covered in two separate envelopes clearly written on the top of the envelope as Technical Bid for Supply of Stationary & Sanitary items to Superintendent, BBMC&H, Balangir & Financial Bid for Supply of Stationary & Sanitary items to Superintendent, BBMC&H, Balangir and these two bids will be covered in a big envelop writing in the top that "Tender for Supply of Stationary & Sanitary items to Superintendent, BBMC&H, Balangir with reference to advertisement No. & date.
- The Bid shall be for the full quantities of all items as per specification in Annexure-I (Form-A). The format of price Bid is specified in Annexure-II (Form-B) which should be used at the time of submission of Bid/Tender.
- The Bid price shall include the excise duty and the bidder's cost towards transaction insurance, packing & transportation and delivery at Superintendent, BBMC&H, Balangir including other ancillary cost involved during course of supply of Stationary & Sanitary items.

**3. Bid Security:**

The bidders have to submit the "Bid Security declaration" as per the Format at Annexure-V.

**4. Performance security:**

- The successful bidder will submit the performance security up to 3% of the order value in shape of Bank guarantee, Account payee Demand Draft from any nationalized banks in favour of "Superintendent, BBMC&H, Balangir" payable at Balangir.
- The performance security of the successful agency will be returned without interest only after successful completion of the work as per the order along with financial invoice payment.

**5. Pre Bid Meeting:**

A pre-bid meeting will be held on dt 09.03.23 time 11.30 AM in the o/o. Superintendent, BBMC&H, Balangir interested parties shall attend the meeting to clarify their doubts if any. The authorization letter to attend the meeting along with their doubt in written is for discussion. The decision in pre-bid meeting will be floated in the website of Bhima Bhoi Medical College web portal. The bidders should submit their bids accordingly.

**6. Eligibility criteria: Bidders shall furnish the following documents in Bid:**

- Required Tender / Bid processing fees.
- Bid declaration certificate as per format at Annexure-V
- Self attested copy of PAN Card.
- Self attested copy of valid GST registration certificate.

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- (e) Self attested copy of up to date GST return
  - (f) The quotation should be as per price format at Annexure-II
  - (g) Past performance as per Annexure-III.
  - (h) Audited Account Statement for Financial year 2020-21 & 2021-22
  - (i) Last year IT returns copy 2021-22.
  - (j) Self attested sample paper for each GSM
  - (k) Undertaking as per Annexure-IV.
7. The bidder will submit all the above required documents along with tender paper cost in the technical bid: otherwise the technical bid will be rejected if any of the above conditions are not complied with.
- 8. Issue of Supply order:**
- 8.1. The lowest price quoted for each item should be selected as L1 and the bidder quoting such price shall be awarded contract for supplying that particular item.
- 8.2. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's officer.
9. Each Bidder shall submit only one price Bid for each package, alternative offer will be rejected.
10. Notwithstanding the above, the purchaser reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all quotations at any time prior to the issue of purchase order.
11. Before Supplying items, the supplier should submit proof copy for necessary verification for Supply of Stationary & Sanitary items, otherwise the wrong materials shall not be accepted by Superintendent, BBMC&H, Balangir and no payment will be made for those items.
12. The delivery should be completed within 07 days from the date of receipt of supply order.
13. The supply of Stationary & Sanitary materials should be completed within the allowed time as per order. Any delay by the supplier in the delivery of the items shall render the supplier liable to be charged liquidated damages @ 0.5% per week or part thereof, subject to maximum of 10% of purchase order value which will be deducted from the total payment due.
14. The payment will be made after delivery of Stationary & Sanitary materials as per supply order.
15. The tender documents should be numbered and arranged as per the check list specified at Annexure-VI
16. If the selected firm fails to execute the order, the performance security will be forfeited and the firm will be debarred from supplying materials to BBMC&H, Balangir for three years.
17. Any legal dispute arising out of this is subject to Balangir district jurisdiction only.
18. Bidders / their representative may remain present during the opening of tender at time 11.30 AM on Date 09.03.23 in case the day will be a Govt. Holiday the tender will be opened in the next working day at time 11.30 AM mentioned venue. No request for change of time, date or venue will be entertained on any ground from bidders. Even if no bidder or their representative remains present in the scheduled time, the Bid will be opened & no complain / objection will be entertained.

Estd. 2017

M. Panda  
20.02.23  
Superintendent

Bhima Bhoi Medical College & Hospital, Balangir

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M. Panda  
20.02.23





**ANNEXURE-I**

FORM –A: Technical Bid

Application for print and supply of Stationary & Sanitary items

Sl. No.	Name of Items Sanitary Items	Specification
1	Hand Wash (Dettol / Lifeboy)	200 ml
2	Phenyl (Sanital)	1 Litre
3	Room Freshener (Riya)	200 ml
4	Surf (Wheel / Ghadi)	1 Kg
5	Dettol	100 ml
6	Odonil	100 gm
7	Colin	1 Litre
8	Hand Sanitizer	120 ml
9	Surgeon Gown & Patient Gown	As specified / Indented
10	Dress Code for Staff Nurses	As specified / Indented
11	Karpoor Goli (Super Lion Bread)	1 Kg
12	Plastic Bucket Big (Pooja)	20 Litre
13	Plastic Bucket Medium (Pooja)	16 Litre
14	Papoch (Big)	6 Feet
15	Papoch (Medium)	4 Feet
16	Papoch (Small)	3 Feet
17	Mosquito Liquid (Good Night / All out)	50 ml
18	Mosquito Hit Spray	120 ml
19	Mopper Dry Big (BRW)	2 Feet
20	Mopper Dry Medium (BRW)	1.5 Feet
21	Mopper wet (BRW)	1.5 Feet
22	Ultrasound Jelly	5 Litre Bottle
23	Ultrasound Jelly	250 ml Bottle
24	ECG Jelly (Medicraft)	5 Litre Bottle
25	ECG Jelly (Medicraft)	250 ml Bottle
26	Door Screen with Installation	As specified / Indented
27	Window Screen with Installation	As specified / Indented
28	Soap Small (Lifeboy)	Small Size
29	Phula Jhadu (Lion)	Steel Handle
30	Slipper (Size No.06,07,08,09 & 10)	Paragon / Relaxo
31	Turkish Towel	Normal Size
32	Napkin	Normal Size
33	Toilet Cleaner	Harpic
34	Plastic Mug (Pooja)	Big Size
35	Basin Brush	Normal Size
26	Steel Drum	(50 Litre)
37	Khadika Jhadu	(1 m) Normal Size
38	Wiper (BRW)	(1.2 m) Normal Size
30	Tollot Bruoh (BRW)	Normal Size
40	Dustbin Big Size (Pooja)	60 Liters
41	Dustbin Small Size	25 Liters
42	Plastic Tray (Pooja)	Big Size
43	Plastic Tray (Pooja)	Small Size
44	Boric Powder	250gm
45	Jala Jhadu (BRW)	Normal Size
46	Plastic Apron	Free Size

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47	Disposable Poly Apron	25 GSM
48	Acid Bottle (Agni)	1 Liter
49	Black Phenyl (Everest)	1 Liter
50	Steel Bucket	18 Liter
51	Mosquito Liquid Machine	Good Night / All Out
52	Mosquito Coil	Good Night / All Out
53	Vim Bar	200 gm
54	Plastic Spray Bottle	1 Liter
55	Sodium Hypo chloride Solution	5 Liter
56	Glutal Dehyde Solution	5 Liter
57	Hand Wash Big (Dettol / Lifeboy)	750ml
58	Steel Bowl	Medium Size
59	Steel Bowl	Big Size
60	Glass Jar for Post-Mortem Centre	500 ml
61	Mosquito Agarbati	(Relaxo-3mm)
62	Lyzol	1 Liter
63	Black Polythine for Dustbin	19x21 inches

**Stationary Items**

Sl. No.	Name of Items (Each item)	Specification
1	Use & Throw Dot Pen	Elkos Shine
2	Bound Register No.06 (Lion/Krish)	120 Pages
3	Bound Register No.08 (Lion/Krish)	160 Pages
4	Bound Register No.12(Lion/Krish)	240 Pages
5	Bound Register No.14 (Lion/Krish)	280 Pages
6	Bound Register No.16 (Lion/Krish)	320 Pages
7	Bound Register No.18 (Lion/Krish)	360 Pages
8	Bound Register No.20 (Lion/Krish)	400 Pages
9	Bound Register No.22 (Lion/Krish)	440 Pages
10	Bound Register No.24 (Lion/Krish)	480 Pages
11	Bound Register No.28 (Lion/Krish)	560 Pages
12	Bound Register No.30 (Lion/Krish)	600 Pages
13	Bound Register No.40 (Lion/Krish)	800 Pages
14	Tag Flyleaf	Alankar Bright Tag File
15	Tag	White Tag Bundle
16	Fly Leaf	Brown Tag File
17	Cover File	Alankar/King
18	Flat File	
19	Spring File	Ace
20	Voucher Clip File	Ace
21	Alpin	Lion
22	Stapler Machine Big Size	Kangaroo
23	Stapler Machine Small Size	Kangaroo
24	Single Punching Machine	Kangaroo
25	Double Punching Machine	Kangaroo
26	Stapler Pin N-10	Kangaroo
27	Stapler Pin 24/6	Kangaroo
28	A4 Paper	J.K. Company
29	A3 Paper	J.K. Company
30	Legal Paper	J.K. Company
31	Eraser	Natraj
32	Whitener	Raynold
33	Highlighter Pen	Camline

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34	Envelope A4 Size	
35	Envelope Legal Size	
36	Envelope Med Size	
37	Envelope Small Size	
38	Pencil	Natraj
39	Plastic Folder	Megent
40	Marker Pen(Black Board)	Camline
41	Permanent Marker Pen	Camline
42	White Board Duster	Pacifie
43	Clip Pin	
44	Stamp Pad	Camline
45	Stamp Pad Ink	Camline
46	Paper Cutting Scissor	Munix
47	Tree Cutting Scissor	
48	Sinature Scissor	
49	Attendance Register	Lion / Krish
50	Issue Register	
51	Receive Register	
52	Peon Book	
53	Notice Board	Big
54	Notice Board	Small
55	Calculator	Orpat / Casio
56	AC Battery	Nippo (AAA Battery)
57	Watch Battery	Nippo (AA Battery)
58	BP Machine Battery	Nippo (AA Battery)
59	Glucometer Battery	Nippo
60	Laryngoscope Battery	Big (AA Battery)
61	Laryngoscope Battery	Small (AAA Battery)
62	Adhesive Gum	
63	Carbon	Camline
64	Phodani	
65	Paper Weight	Plastic
66	Measuring Scale	Steel
67	Extension Board	Bajaj
68	Lock & Key Med Size	Bolar / Link
69	Lock & Key Big Size	Link
70	Wall Clock	Ajanta
71	Plain Rough Register	
72	Torch Light	Nippo / Syska
73	Measuring Tape	
74	Cello Tape	
75	Double Added Tape	Oddy
76	Paper Cutting Knife	
77	Transparent Polythine for AC	
78	Examination Board	
79	Alpin Holder	
80	Guard File	
81	Magnifying Glass	
82	Sketch Pen	
83	ECG Paper Roll (Bristol India)	(210mmx20mm)
84	ECG Paper Roll (Bristol India)	(110mmx20mm)
85	ECG Paper Roll (Bristol India)	(50mmx20mm)
86	Pen Stand	

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87	Match Box	
88	Pencil Cutter	
89	Damper	
90	Ranchi Pana	Taparia
91	Stock Register	Krish / Lion
92	Cup & Plate	Laopala/Orsic
93	Glass Tumbler	Orock
94	Glass Cover	
95	Fibre Tray	
96	Induction Cook Top	Bajaj
97	File Flake	
98	Stick File	
99	L. Folder	
100	Notepad Big Size	Peacock
101	Notepad	Small
102	Special Plastic Folder	
103	Steel Scale	
104	Yellow A4 Paper	
105	Name Plate	
106	Knife	
107	Kobra File	
108	Clip File	
109	Self Adhesive Sticker	
110	Steel Chain	
111	CSSD Roll Paper	
112	Plastic Storage Box	
113	Wireless Calling Bell	
114	Plastic Container	
115	Soil Digger with Handle	
116	Plastic Dala	
117	PVC Pipe(3/4 inch)	
118	L. Folder	
119	Arch File	
120	Cash Book No-10,16, 30 & 40	
121	Stick File	
122	Note Pad (Big)	
123	Note Pad (Small)	
124	Ball Pen (Big)	
125	Ball Pen (Small)	
126	Spl. Plastic Folder	
127	Yellow A4 Paper	
128	Name Plate	
129	Plastic Box with cover	
130	Thermometer	
131	Dustbin with cover	
132	Table Cloth	Big
133	Table Cloth	Small
134	Full Cover Cloth	Green Colour
135	Rexin cover for LR Table	
136	Cloth for screen	
137	Plastic strong File for ticket keeping	
138	Plastic Container	Small
139	Plastic Tub	Med Size

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140	Plastic Tray	Med Size
141	Vehicle Log Book	
142	Mirror With Installation	
143	Towel Stand with Installation	
144	Plastic Container	50 Liter
145	Sutuli	
146	9 Volt Battery	
147	Rechargeable Battery	Duracell
148	Charging Adaptor for Rechargeable Battery	
149	Door Cleaner with Installation	
150	Water Bottle	
151	Table Glass	
152	Slipper Stand	

**Annexure-II**

**FORM-A: FINANCIAL BID**  
**Financial Bid for supply of Stationary & Sanitary Items**

Sl. No.	Name of Items Sanitary Items	Specification	Units/ Quantity	Unit price including GST	Unit price excluding GST
1	Hand Wash (Dettol / Lifeboy)	200 ml	01 nos.		
2	Phenyl (Sanital)	1 Litre	01 nos.		
3	Room Freshener (Riya)	200 ml	01 nos.		
4	Surf (Wheel / Ghadi)	1 Kg	01 nos.		
5	Dettol	100 ml	01 nos.		
6	Odonil	100 gm	01 nos.		
7	Colin	1 Litre	01 nos.		
8	Hand Sanitizer	120 ml	01 nos.		
9	Surgeon Gown & Patient Gown	As specified / Indented	01 nos.		
10	Dress Code for Staff Nurses	As specified / Indented	01 nos.		
11	Karpool Goli (Super Lion Bread)	1 Kg	01 nos.		
12	Plastic Bucket Big (Pooja)	20 Litre	01 nos.		
13	Plastic Bucket Medium (Pooja)	16 Litre	01 nos.		
14	Papoch (Big)	6 Feet	01 nos.		
15	Papoch (Medium)	4 Feet	01 nos.		
16	Papoch (Small)	3 Feet	01 nos.		
17	Mosquito liquid (Good Night / All out)	50 ml	01 nos.		
18	Mosquito Hit Spray	120 ml	01 nos.		
19	Mopper Dry Big (BRW)	2 Feet	01 nos.		
20	Mopper Dry Medium (BRW)	1.5 Feet	01 nos.		
21	Mopper wet (BRW)	1.5 Feet	01 nos.		
22	Ultrasound Jelly	5 Litre Bottle	01 nos.		
23	Ultrasound Jelly	250 ml Bottle	01 nos.		
24	ECG Jelly (Medicraft)	5 Litre Bottle	01 nos.		
25	ECG Jelly (Medicraft)	250 ml Bottle	01 nos.		
26	Door Screen with Installation	As specified / Indented	01 nos.		
27	Window Screen with Installation	As specified / Indented	01 nos.		

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28	Soap Small (Lifeboy)	Small Size	01 nos.		
29	Phula Jhadu (Lion)	Steel Handle	01 nos.		
30	Slipper (Size No.06,07,08,09 & 10)	Paragon / Relaxo	01 nos.		
31	Turkish Towel	Normal Size	01 nos.		
32	Napkin	Normal Size	01 nos.		
33	Toilet Cleaner	Harpic	01 nos.		
34	Plastic Mug (Pooja)	Big Size	01 nos.		
35	Basin Brush	Normal Size	01 nos.		
26	Steel Drum	(50 Litre)	01 nos.		
37	Khadika Jhadu	(1 m) Normal Size	01 nos.		
38	Wiper (BRW)	(1.2 m) Normal Size	01 nos.		
39	Toilet Brush (BRW)	Normal Size	01 nos.		
40	Dustbin Big Size (Pooja)	60 Liters	01 nos.		
41	Dustbin Small Size	25 Liters	01 nos.		
42	Plastic Tray (Pooja)	Big Size	01 nos.		
43	Plastic Tray (Pooja)	Small Size	01 nos.		
44	Boric Powder	250gm	01 nos.		
45	Jala Jhadu (BRW)	Normal Size	01 nos.		
46	Plastic Apron	Free Size	01 nos.		
47	Disposable Poly Apron	25 GSM	01 nos.		
48	Acid Bottle (Agni)	1 Liter	01 nos.		
49	Black Phenyl (Everest)	1 Liter	01 nos.		
50	Steel Bucket	18 Liter	01 nos.		
51	Mosquito Liquid Machine	Good Night / All Out	01 nos.		
52	Mosquito Coil	Good Night / All Out	01 nos.		
53	Vim Bar	200 gm	01 nos.		
54	Plastic Spray Bottle	1 Liter	01 nos.		
55	Sodium Hypo chloride Solution	5 Liter	01 nos.		
56	Glutal Dehyde Solution	5 Liter	01 nos.		
57	Hand Wash Big (Dettol / Lifeboy)	750ml	01 nos.		
58	Steel Bowl	Medium Size	01 nos.		
59	Steel Bowl	Big Size	01 nos.		
60	Glass Jar for Post-Mortem Centre	500 ml	01 nos.		
61	Mosquito Agarbati	(Relaxo-3mm)	01 nos.		
62	Lyzol	1 Liter	01 nos.		
63	Black Polythine for Dustbin	19x21 inches	01 nos.		
<b>Stationary Items</b>					
Sl. No.	Name of Items (Each item)	Specification	Units/ Quantity	Unit price including GST	Unit price excluding GST
1	Use & Throw Dot Pen	Elkos Shine	01 nos.		
2	Bound Register No 06 (Lion/Krish)	120 Pages	01 nos.		
3	Bound Register No.08 (Lion/Krish)	160 Pages	01 nos.		
4	Bound Register No.12(Lion/Krish)	240 Pages	01 nos.		
5	Bound Register No.14 (Lion/Krish)	280 Pages	01 nos.		
6	Bound Register No.16 (Lion/Krish)	320 Pages	01 nos.		
7	Bound Register No.18 (Lion/Krish)	360 Pages	01 nos.		
8	Bound Register No.20 (Lion/Krish)	400 Pages	01 nos.		
9	Bound Register No.22 (Lion/Krish)	440 Pages	01 nos.		
10	Bound Register No.24 (Lion/Krish)	480 Pages	01 nos.		
11	Bound Register No.28 (Lion/Krish)	560 Pages	01 nos.		
12	Bound Register No.30 (Lion/Krish)	600 Pages	01 nos.		

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13	Bound Register No.40 (Lion/Krish)	800 Pages	01 nos.		
14	Tag Flyleaf	Alankar Bright Tag File	01 nos.		
15	Tag	White Tag Bundle	01 nos.		
16	Fly Leaf	Brown Tag File	01 nos.		
17	Cover File	Alankar/King	01 nos.		
18	Flat File		01 nos.		
19	Spring File	Ace	01 nos.		
20	Voucher Clip File	Ace	01 nos.		
21	Alpin	Lion	01 nos.		
22	Stapler Machine Big Size	Kangaroo	01 nos.		
23	Stapler Machine Small Size	Kangaroo	01 nos.		
24	Single Punching Machine	Kangaroo	01 nos.		
25	Double Punching Machine	Kangaroo	01 nos.		
26	Stapler Pin N-10	Kangaroo	01 nos.		
27	Stapler Pin 24/6	Kangaroo	01 nos.		
28	A4 Paper	J.K. Company	01 nos.		
29	A3 Paper	J.K. Company	01 nos.		
30	Legal Paper	J.K. Company	01 nos.		
31	Eraser	Natraj	01 nos.		
32	Whitener	Raynold	01 nos.		
33	Highlighter Pen	Camline	01 nos.		
34	Envelope A4 Size		01 nos.		
35	Envelope Legal Size		01 nos.		
36	Envelope Med Size		01 nos.		
37	Envelope Small Size		01 nos.		
38	Pencil	Natraj	01 nos.		
39	Plastic Folder	Megent	01 nos.		
40	Marker Pen(Black Board)	Camline	01 nos.		
41	Permanent Marker Pen	Camline	01 nos.		
42	White Board Duster	Pacific	01 nos.		
43	Clip Pin		01 nos.		
44	Stamp Pad	Camline	01 nos.		
45	Stamp Pad Ink	Camline	01 nos.		
46	Paper Cutting Scissor	Munix	01 nos.		
47	Tree Cutting Scissor		01 nos.		
48	Sinature Scissor		01 nos.		
49	Attendance Register	Lion / Krish	01 nos.		
50	Issue Register		01 nos.		
51	Receive Register		01 nos.		
52	Peon Book		01 nos.		
53	Notice Board	Big	01 nos.		
54	Notice Board	Small	01 nos.		
55	Calcalator	Orpat / Caslo	01 nos.		
56	AC Battery	Nippo (AAA Battery)	01 nos.		
57	Watch Battery	Nippo (AA Battery)	01 nos.		
58	BP Machine Battery	Nippo (AA Battery)	01 nos.		
59	Glucometer Battery	Nippo	01 nos.		
60	Laryngoscope Battery	Big (AA Battery)	01 nos.		
61	Laryngoscope Battery	Small (AAA Battery)	01 nos.		
62	Adhesive Gum		01 nos.		
63	Carbon	Camline	01 nos.		
64	Phodani		01 nos.		
65	Paper Weight	Plastic	01 nos.		

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66	Measuring Scale	Steel	01 nos.		
67	Extension Board	Bajaj	01 nos.		
68	Lock & Key Med Size	Bolar / Link	01 nos.		
69	Lock & Key Big Size	Link	01 nos.		
70	Wall Clock	Ajanta	01 nos.		
71	Plain Rough Register		01 nos.		
72	Torch Light	Nippo / Syska	01 nos.		
73	Measuring Tape		01 nos.		
74	Cello Tape		01 nos.		
75	Double Added Tape	Oddy	01 nos.		
76	Paper Cutting Knife		01 nos.		
77	Transparent Polythine for AC		01 nos.		
78	Examination Board		01 nos.		
79	Alpin Holder		01 nos.		
80	Guard File		01 nos.		
81	Magnifying Glass		01 nos.		
82	Sketch Pen		01 nos.		
83	ECG Paper Roll (Bristol India)	(210mmx20mm)	01 nos.		
84	ECG Paper Roll (Bristol India)	(110mmx20mm)	01 nos.		
85	ECG Paper Roll (Bristol India)	(50mmx20mm)	01 nos.		
86	Pen Stand		01 nos.		
87	Match Box		01 nos.		
88	Pencil Cutter		01 nos.		
89	Damper		01 nos.		
90	Ranchi Pana	Taparia	01 nos.		
91	Stock Register	Krish / Lion	01 nos.		
92	Cup & Plate	Laopala/Orsic	01 nos.		
93	Glass Tumbler	Orock	01 nos.		
94	Glass Cover		01 nos.		
95	Fibre Tray		01 nos.		
96	Induction Cook Top	Bajaj	01 nos.		
97	File Flake		01 nos.		
98	Stick File		01 nos.		
99	L. Folder		01 nos.		
100	Notepad Big Size	Peacock	01 nos.		
101	Notepad	Small	01 nos.		
102	Special Plastic Folder		01 nos.		
103	Steel Scale		01 nos.		
104	Yellow A4 Paper		01 nos.		
105	Name Plate		01 nos.		
106	Knife		01 nos.		
107	Kobra File		01 nos.		
108	Clip File		01 nos.		
109	Self Adhesive Sticker		01 nos.		
110	Steel Chain		01 nos.		
111	CSSD Roll Paper		01 nos.		
112	Plastic Storage Box		01 nos.		
113	Wireless Calling Bell		01 nos.		
114	Plastic Container		01 nos.		
115	Soil Digger with Handle		01 nos.		
116	Plastic Dala		01 nos.		
117	PVC Pipe(3/4 inch)		01 nos.		
118	L. Folder		01 nos.		

*[Signature]*  
20.12.23

*[Signature]*  
MPande  
20.12.23





119	Arch File		01 nos.		
120	Cash Book No-10,16, 30 & 40		01 nos.		
121	Stick File		01 nos.		
122	Note Pad (Big)		01 nos.		
123	Note Pad (Small)		01 nos.		
124	Ball Pen (Big)		01 nos.		
125	Ball Pen (Small)		01 nos.		
126	Spl. Plastic Folder		01 nos.		
127	Yellow A4 Paper		01 nos.		
128	Name Plate		01 nos.		
129	Plastic Box with cover		01 nos.		
130	Thermometer		01 nos.		
131	Dustbin with cover		01 nos.		
132	Table Cloth	Big	01 nos.		
133	Table Cloth	Small	01 nos.		
134	Full Cover Cloth	Green Colour	01 nos.		
135	Rexin cover for LR Table		01 nos.		
136	Cloth for screen		01 nos.		
137	Plastic strong File for ticket keeping		01 nos.		
138	Plastic Container	Small	01 nos.		
139	Plastic Tub	Med Size	01 nos.		
140	Plastic Tray	Med Size	01 nos.		
141	Vehicle Log Book		01 nos.		
142	Mirror With Installation		01 nos.		
143	Towel Stand with Installation		01 nos.		
144	Plastic Container	50 Liter	01 nos.		
145	Sutuli		01 nos.		
146	9 Volt Battery		01 nos.		
147	Rechargeable Battery	Duracell	01 nos.		
148	Charging Adaptor for Rechargeable Battery		01 nos.		
149	Door Cleaner with Installation		01 nos.		
150	Water Bottle		01 nos.		
151	Table Glass		01 nos.		
152	Slipper Stand		01 nos.		

Date:

Place:

Signature of the Bidder  
Name & Business address:

- In case of discrepancy between unit price and total price, unit price shall prevail.
- We agree to supply the above items in accordance with the specification for total cost as mentioned above within a period of 07 days from the receipt of final proof.

Date:

Place:

Signature of the chief  
Executive of the Agency

*Copy*  
20.02.23

*M.Panda*  
20.02.23





**Annexure-III**

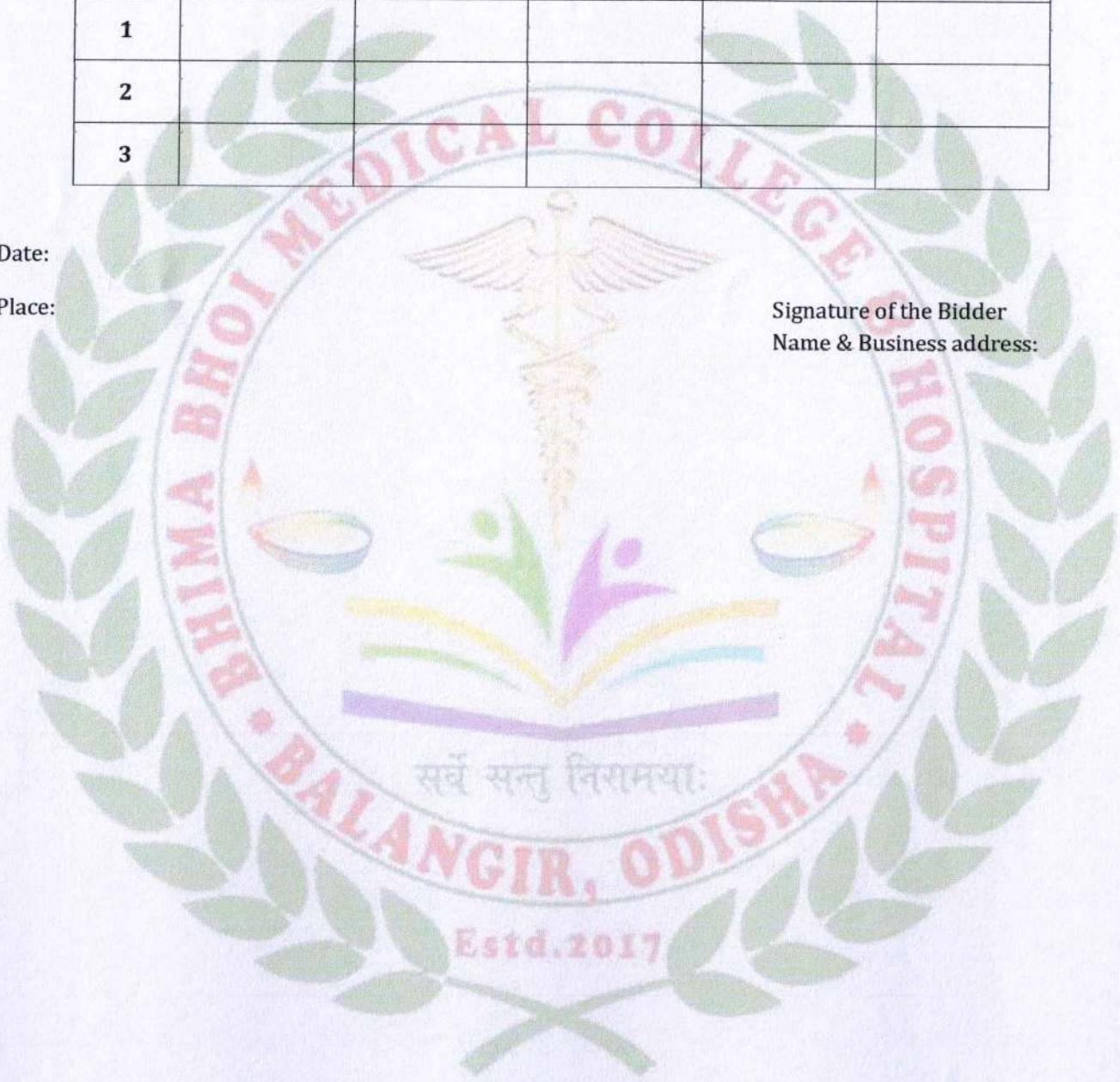
**Format for submission of past performance**

Sl. No.	Year	Order No. & Date	Order value (Rs.)	Name of the organization	Order copy page Ref. No.
1					
2					
3					

Date:

Place:

Signature of the Bidder  
Name & Business address:



*[Handwritten signature]*  
28/02/23

*[Handwritten signature]*  
28/02/23





**ANNEXURE- IV**

(To be submitted in Technical Bid)

**UNDERTAKING / DECLARATION FORM**

I / We ..... having my / our  
..... office at ..... Do declare  
that I/We have carefully read all the terms & conditions of tender of the Superintendent, Bhima Bhoi Medical  
College & Hospital, Balangir for supply of Stationary & Sanitary Items. The approved rate will remain valid for a  
period of **One year** from the date of approval. I will abide with all the terms & conditions set forth in the Tender  
reference No. \_\_\_\_\_ date \_\_\_\_\_ / \_\_\_\_\_ / 2023.

**I do hereby declare I/We have not been de-recognized/ black listed by any state Govt. / Union  
Territory/ Govt. of India/ Govt. organization / Govt. Health Institutions for supply of inferior quality  
materials/ non-supply.**

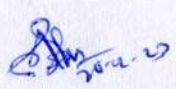
I/We agree that the Tender inviting Authority can forfeit the Earnest money deposit and or  
performance security Deposit and blacklist me/us for a period of 3 years if, any information furnished by us  
proved to be false at the time of inspection / verification and not complying with the tender terms & conditions.

I/ We ..... do hereby declare that I/  
we will supply the Stationary & Sanitary items to Superintendent, BBMC&H, Balangir as per the specifications  
as well as Terms & conditions of the above Tender document.

Date:

Place

Seal with signature of the bidder



M.Pande  
20/2/23





**ANNEXURE-V**

**Bid Security Declaration Format**

(On Letter Head of the Bidder)

This is to inform you that M/S. \_\_\_\_\_ (Agency name) shall not withdraw or modify its bid till the validity period of 90 days as mentioned in tender notice advertisement No. \_\_\_\_\_ dated \_\_\_\_\_. We may debar from being considered/ to participate in future for a period of 3 years at "Superintendent, Bhima Bhoi Medical College & Hospital, Balangir" from the date of debarred notice in the following circumstances: (a) If withdraw the bid during the bid validity period of 90 days. (b). If do not respond to request for clarification of the bid submitted by us. (c) if fail to cooperate in bid evaluation process and in case being successful bidder, if fails to sign the agreement in time to furnished performance security/ guarantee.

Name of the Authorised signatory: - \_\_\_\_\_

Designation: \_\_\_\_\_

Official seal: \_\_\_\_\_

Seal & signature of the Bidder

*[Handwritten Signature]*  
20.12.23

*[Handwritten Signature]*  
MPande  
20.12.23






**ANNEXURE-VI**

**CHECK LIST**

Sl. No.	Name of document	Submitted (Yes / No)	Page No.
1	Tender / bid Processing Fees		
2	Bid Security Declaration as per Format		
3	Self attested copy of GST Registration certificate		
4	Self attested copy of up to date GST Return		
5	Self attested copy of PAN Card		
6	Price sheet as per price format as per Annexure-II		
7	Proof copy of past experience as per Annexure-III		
8	Audited Account Statement for Last financial year (2022-23)		
9	Copy of Income Tax Return of last three Assessment years (2022-23)		
10	Self attested sample paper of each GSM		
11	Bid security declaration as per Annexure- V		
12	Undertaking Annexure-IV		

Seal with Signature of the Bidder

Contact No. \_\_\_\_\_

 20/2/23

M.Pand  
20/2/23