



Letter No. 6310 /Estt.(BBMC&H)/23

Balangir

Dt. 08-11-2023

Tender Call Notice for Shifting of Clinical Items, Office furniture, IT equipment & other office materials

Invites sealed tenders from interested bona fide/ reputed firms/ agencies/ having adequate experience in taking up the works of Shifting of Clinical Items, Office furniture, IT equipment & other office materials. The detailed quantity, specifications and terms and conditions are available in the website i.e. www.bbmchbalangir.nic.in which may be downloaded for use. Interested parties may submit their tender super-scribing "Tender for Shifting of Clinical Items, Office furniture, IT equipment & other office materials" to the undersigned in closed envelope through Speed post/ Registered post / courier only which should reach on or before **04.00 P.M.** of Dt.**18.11.2023** positively. The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.

M.Panda
08-11-23

Superintendent

Bhima Bhoi Medical College & Hospital, Balangir

Superintendent

Bhima Bhoi Medical College & Hospital

Balangir - 767001



“Terms & conditions for rate contract towards Shifting of Clinical Items, Office furniture, IT equipment & other office materials”

- Availability of Tender document in website for downloading : 08.11.2023
- Date & time of Pre-Bid Meeting : 13.11.2023 & 11.30 A.M.
- Last date & time of submission of Tender : 18.11.2023 & 04.00 P.M.
- Date & Time of Technical & Financial Bid-opening : 20.11.2023 & 11.30 A.M.
- Place of Opening of Tender/Bid : O/O. Superintendent, BBMC&H
Balangir.

Address for communication:

O/o Superintendent, Bhima Bhoi Medical College & Hospital, Balangir
At- Sudpada, District- Balangir, Pin-767001
Email: gmchospitalbalangir1@gmail.com

Superintendent
Bhima Bhoi Medical College & Hospital
Balangir - 767001



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 and submit the same to the O/o Superintendent, BBMC&H, Balangir office along with the Tender paper cost (Application Fees) is **Rs.1000/-** (Rupees One Thousand) in shape of Demand Draft (Non-refundable) and EMD amount **Rs.5,000/-** (Rupees Five Thousand) only in shape of Demand Draft (Refundable) 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 of Superintendent, BBMC&H, Balangir before last date of submitting the tender document.

2. Terms & Conditions:

- (a) 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 Shifting of Clinical Items, Office furniture, IT equipment & other office materials to the O/o Superintendent, BBMC&H, Balangir & Financial Bid for Shifting of Clinical Items, Office furniture, IT equipment & other office materials to the O/o Superintendent, BBMC&H, Balangir and these two bids will be covered in a big envelop writing in the top that "Tender for Shifting of Clinical Items, Office furniture, IT equipment & other office materials" to the O/o Superintendent, BBMC&H, Balangir with reference to advertisement No. & date.
- (b) The authority will not be responsible for any type of Postal or Courier delay. The tender document will not be considered for tender evaluation and rejected summarily, if it reached / received after the due date & time mentioned in the advertisement.
- (c) The Bid shall be for the full quantities of all items as per specification in Annexure-I. The format of price Bid is specified in Annexure-II which should be used at the time of submission of Bid/Tender.
- (d) The tentative list of items to be transported is attached herewith at Annexure-V for reference. The bidders are required to go through the list of items and their approx. weight for calculating the total transportation cost, which submitting the financial bid.
- (e) The Bid price shall include all the taxes and the bidder's cost towards transportation vehicle charges, labour cost for loading & unloading of items & packing and delivery at the O/o Superintendent, BBMC&H, Balangir at new teaching hospital including other ancillary cost involved during course of transportation.
- (f) The tenderer has to physically visit the existing the office (BBMCH/DHH, Balangir) and new place (New Hospital BBMCH Balangir) of shifting located at Near Suktel office, Balangir prior to submission of Tender.
- (g) The shifting of Shifting of Clinical Items, Office furniture, IT equipment & other office materials is to be made with utmost care and supervision.
- (h) The tenderer has to complete the shifting process as per work order.
- (i) A pre-execution awareness meeting will be held with the L-1 bidder by the office before execution of the work to sensitize the vender regarding the Standard Operating Procedure (SOP).
- (j) Tenderer will arrange the big/small carton boxes/bubble wrappers to in which the items/furniture shall be transported safely.
- (k) Tenderer will be responsible for packing / loading / transportation/ safe unloading with proper up keeping of items/furniture and other articles at delivery point.

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- (l) The tenderer will be responsible for arrangement of men / material / logistics and their safety and security. Authority will not be responsible for any manner in this regard.
- (m) Shifting of records and other articles shall be carried during the office hour i.e. 10.00 A.M. to 5.30 P.M. of the working days.
- (n) Liability towards damaged/ theft/ loss etc. if any of the items/furniture during shifting or physical injury to any man engaged in the work by the bidder shall rest on the bidder.
- (o) Payment shall be made after completion of the entire shifting of records and due certification of such completion of work by the concerned in-charge Officer.
- (p) The bidder will observe and comply with all statutory obligations of all applicable statues / rules / bylaws etc. not explicitly mentioned in this tender.
- (q) In the event of withdrawal / revocation of tender before the date specified for acceptance, the EMD will be forfeited.
- (r) The tender is liable to be rejected, if incomplete information is given therein or documents (if any) asked for in the tender are not duly filled or not furnished.
- (s) The Medical Superintendent reserves the right to reject any or all tender without assigning any reason whatsoever and also reserves the right to award any or part or full contract to any successful agency(ies) at his discretion and this will be binding on the tender.
- (t) The quantity in the Tender can be increased or decreased to any extent depending upon the actual requirement.
- (u) The tenderer will be solely responsible for the execution of the contract in all respect in accordance with the terms and conditions.

3. Pre Bid Meeting:

A pre-bid meeting will be held on dt.13.11.2023 time 11.30 A.M. 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.

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

- (a) The Technical Bid to be submitted as Annexure-I
- (b) The quotation should be as per price format at Annexure-II
- (c) Undertaking / Declaration as per Annexure-III.
- (d) Bid Security declaration certificate as per format at Annexure-IV
- (e) Required Tender / Bid processing fees.
- (f) Self attested copy of PAN Card.
- (g) Self attested copy of valid GST registration certificate.
- (h) Self attested copy of up to date GST return
- (i) Last 02 years IT returns copy 2021-22 & 2022-23.

5. 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.

6. Selection Criteria:

- a. The bidders are meeting all the eligibility criteria will be declared technically qualified. The technically qualified bidders quoting the lowest price inclusive of transportation vehicle charges, labour cost for loading & unloading of items & packing and delivery at new teaching hospital including other ancillary cost involved during course of transportation of Clinical Items, Office furniture, IT equipment & other office materials will be selected as L1 bidder for awarding of the contract.
- b. In case of multiple bidder quoting the same price having more no of work experience will be considered for award of contract.

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Balangir - 767001



Technical Bid

Application for Shifting of Clinical Items, Office furniture, IT equipment & other office materials

Sl. No.	Particulars	Submitted (✓) or Not (X)
1	Submission of Quotation as per Two Bid System	
2	Original Quotation Call letter with all the schedules duly signed and stamped with date to be submitted in Tech. Bid	
3	EMD of Rs 5,000/- in Technical Bid	
4	Tender Cost Fee of Rs.1000/- in Technical Bid	
5	Photocopy of Certificate assigning GST duly attested.	
6	Photocopy PAN Card duly attested.	
7	Self attested copy of up to date GST return filed.	
8	Last 02 years IT returns copy 2021-22 & 2022-23	
9	Undertaking / Declaration as per Annexure-III.	
10	Bid Security declaration certificate as per format at Annexure-IV	
11	Work Experience of transportation of good and items from Govt. offices or Private Offices	

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Annexure-II

FINANCIAL BID

Financial Bid for Application for Shifting of Clinical Items, Office furniture, IT equipment & other office materials

Sl. No.	Name of the Work	Total Cost of transportation including labour cost	GST and Taxes	Total Cost	Remarks
1	Transportation of Shifting of Clinical Items, Office furniture, IT equipment & other office materials (as per list at Annexure-V)				

Date:

Place:

Signature of the Bidder
Name & Business address:

- 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

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08/11/23
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ANNEXURE- III

(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 Transportation of Clinical Items, Office furniture, IT equipment & other office
materials. 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 Transportation of Clinical Items, Office furniture, IT equipment & other office materials items to new
teaching hospital, BBMC&H, Balangir as per the specifications as well as Terms & conditions of the above
Tender document.

Date:

Seal with signature of the bidder

Place

M. Panda
08.11.23

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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

M. Panda
08.11.23

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ANNEXURE-V

TENTATIVE LIST OF ITEMS TO BE TRANSPORTED							
Sl.no	Name of the Item	Approx. Unit weight	Unit	Packing & transportation price	All taxes & GST	Total Cost	Remarks
1	2	3	4	5	6	5 + 6	7
01	ICU Electrical/Manual Beds	2.49 to 3.10 kg	28 nos.				
02	General bed	80 kg to 90 kg	10 nos.				
03	ICU Ventilator	100 kg to 150 kg	55 nos.				
04	ICU SPO2 Monitor	7 kg to 10 kg	47 nos.				
05	Dental Chair	1.30 kg to 1.50 kg	01 nos.				
06	Big size table	25 kg to 30 kg	08 nos.				
07	Small size table	15 kg to 20 kg	05 nos.				
08	Office Chair	08 kg to 12 kg	50 nos.				
09	Computer Set	15 kg to 20 kg	20 nos.				
10	Work station	130 kg to 150 kg	03 nos.				
11	Almirah	40 Kg to 45 Kg	40 nos.				
12	Iron Rack	15 Kg to 20 Kg	20 nos.				

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