



Memo No: DHGMC/2024/E-tender-DPSLC/ 2163

Date: 14/11/2024

**E-TENDER NOTICE (NIT No.: ০৩/2024-25) FOR PURCHASE AND INSTALLATION OF DIGITAL PANTOMOGRAM SYSTEM INCLUDING LATERAL CEPHALOMETRY WITH OTHER ACCESSORIES AT DENTAL DEPARTMENT OF DIAMOND HARBOUR GOVERNMENT MEDICAL COLLEGE & HOSPITAL, DIAMOND HARBOUR SOUTH 24 PGS, PIN - 743331  
(Through Pre – Qualification) (Submission of Bid through NIC e- tender portal)**

The Principal, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour – 743331, is going to float e-tender on behalf of the Health & Family Welfare Department, Government of West Bengal for obtaining the rate of Equipment as per list from bonafide Manufacturer/Direct Importer/ Authorized Distributors bearing order no bearing in e-file no. HFW-46030/22/2024-MC SEC-Dept. of H&FW Dated 24/06/2024. Necessary earnest money to be submitted for participation in the Tender is appended in the table below. Exemption of EMD is applicable for agencies having valid, item specific certificate issued by appropriate authority of Govt. of West Bengal. /Govt. of India.

Sl. No.	Item Name	Department	Quantity	Earnest Money
1.	Digital Panoramic Orthopantomogram system including Lateral Cephalometry	Dept. of Dentistry	01	Rs. 45,000 /- (Rupees Forty Five Thousand Only)
2.	Online uninterrupted power Supply 3 KVA		01	
3.	Desktop computer for orthopantomogram		01	
4.	Digital Laser Printer for Orthopantomogram 325 Pixel		01	

**All bidders must complete their technical demonstration, as applicable of their quoted items with in ten (10) days from the date of opening of Technical Bid to the concern dept.**

**1. General Instruction :**

In the event of e-filing, intending bidder may download the tender documents free of cost from the website: <https://wbtenders.gov.in/> directly with the help of digital signature certificate. The abridge e-tender notice will be available in the departmental and Diamond Harbour Govt. Medical College & Hospital website: [www.wbhealth.gov.in](http://www.wbhealth.gov.in), <https://wbtenders.gov.in/>, [www.dhgmcc.edu.in](http://www.dhgmcc.edu.in) & <https://s24pgs.gov.in/> for information to the interested bidders.

**2. Submission of Bids:**

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed, in the website: <https://wbtenders.gov.in/> . All papers must be submitted in English language.

**3. Times Schedule:**

The time schedule for obtaining the bid documents, pre bid meetings, registration with the tendering authorities, the submission of bid and other documents etc, will be as per **the list provided in clause no. 23** as given below. Bidder are instructed to wait for uploading any corrigendum arising during pre-bid meeting, before submitting their bid online.

**4. Eligibility for Quoting:**

**Only Manufacturers or its subsidiary in India /Direct Importers/ Manufacturer's authorized Distributors or business partner or agency are eligible for quoting.** The price is to be quoted in Indian Rupees including cost of insurance, packing, forwarding, freight charges, clearing charges and installation of the new instrument and exclusive of GST and other taxes which are to be quoted separately in the BOQ. Agency commission is not permissible. All the categories of the bidders should agree to remain responsible for providing Comprehensive Maintenance Services.



**5. Submission of Tender:**

The tender is to be submitted in Two Bid System (Technical Bid or BID A & Financial Bid or BID B).

**(A) Technical Bid or BID A:****"BIDA":PART 1**

File containing Technical Bid only – single file with multiple scanned pages containing Statutory and My documents separately.

(a) STATUTORY Cover containing the following documents:

(SINGLE FILE MULTIPLE PAGE SCANNED)

Essential requirements of the tendering firm for participation” shall contain all papers related to the essential requirements of the tenderer for participation in the tender viz.

Sl. No.	Particular	YES / NO	Page No.
1.	Dully filled in CHECK LIST in the prescribed format. Page number of documents must be mentioned in the check list before uploading the same.		
2.	Application in the prescribed format given in ANNEXURE- I		
3.	Quality Certification of Instrument/consumables – ANNEXURE- IV		
4.	Copy of agreement between the manufacturer and Distributor in ANNEXURE- VIII		
5.	No conviction certificate in the form of an Affidavit as per ANNEXURE- II		
6.	A Proof of submission of applicable EMD		

(b) NON STATUTORY / MY DOCUMENTS Cover Containing the following documents:

Sl. No.	Category	Sub Category	Sub Category Description	Page No.
A	Certificates	A 1. Certificates	PAN Card of the authorized signatory	
			Professional Tax Registration certificate	
			Technical Specification Form- ANNEXURE-V	
			Consumables /spares (if any) – ANNEXURE-VI a & b	
			GST registration certificate	
B	Company Details	B 1. Company Details.	Certificate of country of origin	
			Trade license in the name of participating firm	
C.	Credential	C.1. Credential 1	Manufacturing license with validity	
			Import License with validity (For importer)	
		C.2. Credential 2	Manufacturer's guarantee (In case of distributors and direct importer to be obtained from manufacturer)	
			A declaration in respect of existence of a fully equipped service centre in or around Kolkata in respect of the relevant item (With details)	
			Performance Statement Form (For the period of last three calendar years ending December 2023) –ANNEXURE-III 1. Submitted document should be supported with similar Work order / supply order copy 2. Proof of installation of equipment which the tender has been floated (Installation certificate / Service report duly signed by the hospital / healthcare facility) against the work order OR Proof of payment against supply and installation against the work order that the bidder have supplied medical equipment in Hospitals in India during the last 3 (three) calendar Years	
D.	Financial Info	Payment Certificate	Income Tax returns submitted for last three assessment years	
		Audited P/L & Balance Sheet	P/L & Balance sheet for submitted for last three assessment years Turn Over Certificate- ANNEXURE-VII	

Essential requirements of the tendering firm for participation” shall contain all papers related to the essential requirements of the renderer for participation in the tender viz.

**Bid A: Part II**

Technical specification of instrument (in PDF/Excel format. Must mention Make, Model, Exact features of the offered item against each point given in the specification chart) as attached with this bid document as Addendum I.



**Improper filling &/or suppression of facts/false statement will lead to disqualification and penalty in the form of permanent black listing.**

**(B) Financial Bid or BID B:**

**COVER "B":** Separate file containing financial document only.

**(a) Financial Bid: BOQ in INR (in excel sheet)**

The folder marked as "Financial Bid" shall contain ALL INCLUSIVE PRICE in INR only and should include base price along with the cost of allied works and services which are to be undertaken (like installation, commissioning, of equipment or PC etc.), cost of insurance, packing forwarding, delivery charges, clearing charges of the new instrument to be purchased. **GST and any other applicable tax should be quoted separately** for bill of Quantities (BOQ). L1 bidder will be determined on the basis of cost inclusive of all types of charges except GST. No hard copy of any submitted bid is required to be sent to this office address but if required during verification after opening the bid for comparison, the inviting authority may sought for the said copy. If any bidder fails to submit the required hard copy of any document sought for after opening the bid (Submitted online along with bid), his bid may be considered cancelled.

**6. Evaluation of Tender:** During tender evaluation process, "Bid A" will be opened first. Those tenderers who would qualify the statutory & Non statutory requirements including sample verification /demonstration- as applicable on the basis of technical and commercial documents will be identified and "Bid B" i.e. financial bid of only those qualified bidders will be opened. Verification of hard copies of the audited balance sheet and Profit & Loss Accounts of the tenderers for the last three years will be made if deemed necessary before opening the Financial Bid (Bid B) of the technically qualified bidders if found suitable on the basis of above pre-qualification, **the tenderer quoting the lowest rate in total, will be considered as successful i.e. all items need to be participated otherwise bid will be rejected.**

The Sample demonstration will be done after 10 days of opening of technical bid (online/ off line as deem fit), if online demonstration, One representative from each bidder must present before the technical expert members of the tender selection committee at the Academic/ Concerned department building positively so that the representative of the concerned will make liaison with their service areas on convened date & time for having successfully performance demonstration of offered equipment at this institution. If offline, all bidders are to attend the sample approval demonstration positively within the stipulated date & time as notified by the undersigned, fail to get any response from the bidder (s) will presume to declare unresponsiveness of the bidder (s) and the tender selection committee will bind to finalize the tender without further correspondence from this end.

The bidder should also note that conducting demonstration of offered equipment would not ensure technical qualification. A bidder non-complying with the tender requirements would be liable to be disqualified at any point of time during technical evaluation, without any further notice.

**7. Earnest Money:**

The earnest money of the tenderer is liable to be forfeited if the tenderer withdraws his tender as a whole or for any particular item or items at any stage after opening of the tender or fails/refuses to enter into written agreement for any or all of the items of his accepted bid within the time specified when requested to do so or fails to furnish Performance Bank Guarantee within the stipulated time. **EMD should be deposited online in the Pooling Account of Government of West Bengal maintained at ICICI Bank, RN Mukherjee Road Branch in the manner as prescribed in Government Order No. 3975-F(Y) dated 28/07/2016. (Order Copy is available at the site –www.wbfin.nic.in)** Hard copy of Bid A should reach the office on or before the stipulated date as mentioned in clause 23.

**8. Rate :**

The price is to be quoted in INR only including cost of insurance, entry tax, packaging, forwarding, delivery charges, clearing charges and installation of the new instrument. The rate should be furnished inclusive of base rate and taxes, Transportation cost, Insurance, Testing charges, Incidental charges etc. but excluding GST and any other applicable taxes etc. which should be quoted separately in the template for Bill of Quantities (BOQ).

**9. Order & Supply:**

The tendering authority has the liberty to ask for **performance demonstration** of any item during any stage of the tender process, before placing order for supply. In case of dissatisfaction, the authority will have the right to disapprove the offer of L1 bidder and go for the next bidder. Orders for supply of the approved products will be placed with the successful tenderers after execution of agreements and such supply shall have to be made in such installments as may be fixed or spread over the period to be specified in the supply orders to be made in pursuance of the agreements. The equipment is to be transported in such packaging so as to avoid damage to primary package of manufacturer. The successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier.



**10. Withdrawal / Cancellation & Purchase Policy of Tendering Authority:**

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any tenderer, shall be treated as cancelled. The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the tenderer will not be allowed.

Purchase will however be made following the existing purchase policy of the Govt. Of West Bengal and its amendment(s) made from time to time. The purchase policy of the state Government as provided in the West Bengal Financial Rules, the policy of price preference in particular incorporated under Notification No. 10500-F dated 19.11.04, 5400-F(Y) dated 25/06/2012 and subsequent relevant orders should be observed in considering the tenders.

**11. Important Instruction with regard to Submission of Tender:**

The rate should be quoted in Indian Rupees for a particular brand or model (model no. of the offered item only must be mentioned in the appropriate column of the "Tender Form" Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model no. etc. Detail information regarding the manufacturer and the item quoted in the "Tender Form" should be furnished.

**12. Spare Parts:**

The bidder will undertake that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipment and the complete system after warranty period on a continuing basis. However, this does not relieve the supplier of any warranty obligation under the contract.

**13. Guarantee/Warranty Period:**

The machine/Instrument should be covered by free on-site comprehensive Warranty for Two years after successful installation. The CAMC charges for 5 years to be quoted in the BOQ, will however be determined as per Government order no. **10% cost of procurement of this equipment** (including cost of installation) please follow Finance Department order no 3482-F(Y) Dated 25.05.2023

I) If any fault is found then their rectification should be advised to the college.

II) The period must not be more than two week for such communication from finding of the fault.

III) Any lacuna or lacunae noticed in the functioning after the installation as a result of any design or other feature fault shall be rectified by the supplier free of cost within 72 hours of call log.

**14. After Sales Services and Maintenance Contract:**

After sales service must be provided by the supplier, during and after warranty period of the items as applicable. Selected vendor will remain liable to attract penalty for violation of machine downtime as per agreement. The selected or his authorized servicemen has to attend the machine within 72 hours of call log. It is desirable to have a fully equipped service center in or around Kolkata. **Manufacturer must conform to the quality assurance and maintenance FDA/European CE certification (4 digit Notification) and ISO – as applicable, others if any as specified is a must in quoted items.**

**15. Delivery, Installation and Commissioning:**

I) Delivery of the goods at the purchaser's premises shall be completed by the supplier in accordance with the terms specified by the purchaser.

II) The installation, testing and commissioning of the proposed system shall be completed in accordance with the order.

III) All items are to be delivered within six weeks from the date of placement of order.

IV) In case of distributor, the firm should be direct distributor of manufacturing unit. **Sub distributor authorization by distributor will not be accepted at all.**

**16. Penalty Clauses:**

**PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRADULENT / MISLEADING DOCUMENTS:** If during the tender process or at any stage during the validity of the tender period, it is found that a tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated false/misleading/fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of earnest money, forfeiture of Performance Bank Guarantee if enlisted as a supplier in addition to any other legal action against the firm.

**17. Appeal:**

Appeal against the decision of the Principal, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour, and then to impose such a penalty will lie with Tender Selection Committee. Review against the decision of the Tender Selection Committee (TSC) will lie with Health & F.W. Dept. of the Govt. Of West Bengal. The Special Secretary / Secretary/ Principal Secretary will be the appellate authority within the Department of Health & Family Welfare, Government of West Bengal, before imposing any penalty as per clauses 20,21 and 22 the concerned supplier may appeal to the authority citing the proper reasons for non-imposing the penalty as stated.



**18. Agreement:**

On a tender being accepted, intimation of acceptance will be forwarded to the tenderer by Principal, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour. After communication of the same, the tenderer will have to execute agreement in the prescribed form with the principal, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour, in case any direct purchasing unit wishes to go for a separate agreement, the head of the purchasing unit must get written permission to that effect from his controlling authority. This present document and the tender forms filled in by the tenderer or copies thereof in so far as they are not inconsistent with these terms & conditions will be incorporated as part of the agreement. Such agreement will be binding on the tenderer.

**19. Validity Period Of Agreement:**

The contract period will be 02 (Two) years from the date of finalization of tender which can be extended for a further period of 6 months if Tender Selection Committee feels necessary.

**20. Performance Bank Guarantee:**

The performance bank guarantee will be mandatory for all supplier and will not be waived in any case as per order 796-F(Y) Dated 25/02/2022. The successful tenderers shall be required to furnish the 'Performance Bank Guarantee' from any Nationalized/Scheduled Bank acceptable to Govt. of West Bengal for Three years @ 3 % of quoted base rate of all item for which the tenderer has been selected as supplier. It is also to be mentioned of West Bengal Government Pooling Account for Performance Bank Guarantee No. 000605030134 IFS Code ICIC0000006 MICR 70229002 at ICICI Bank, R.N Mukherjee Road Branch, Kolkata on the body of Performance Bank Guarantee vide Finance Department GO no. 2691-F(Y) dated 02/05/2017.

**21. Inspection :**

Before submitting the tender, the intending tenderers should thoroughly get acquainted themselves with the proposed supply and installation by local inspection of site and take into consideration the site condition and other criterion for effecting smooth supply. No claim whatsoever will be entertained afterwards.

**22. Payment Terms:**

Payment will be made electronically by Govt. of West Bengal, approved system after execution of due supply and successful installation as ordered, subject to:

- i. Submission of Performance Bank Guarantee in terms of **Clause 20** and subject to penalty clause in terms of **Clause 16**.
- ii. Supply of the materials as per specification as provided in the tender documents and the catalogue. Supply of the materials must be made within the stipulated period as specified in the work orders.
- iii. On being selected, the successful vendors will have to submit one application to the Principal, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour, stating the name of the payee/recipient, Bank account no with IFS code of the payee/recipient for making e-payment. Payment will only be released after satisfactory installation and verification of following items-
  - a) **Supplier's invoice in original.**
  - b) **Challan and installation certificate.**
  - c) **Any other thing of importance on the discretion of college Authorities.**

**23. Dates & Information :**

Sl. No.	Item	Dates
1	Date of uploading of N.I.T. documents (Online) from this.	18.11.2024 at 12 noon
2	Documents download start date (Online).	18.11.2024 at 12.30 PM
3	Date of hosting of documents at Departmental Website ( <a href="http://www.wbhealth.gov.in">www.wbhealth.gov.in</a> ).	18.11.2024 at 12.30 PM
4	Date of Pre Bid Meeting and workshop with the intending bidders at the office of the Principal, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour.	21.11.2024 at 12 noon
5	Bid Submission Starting (Online)	18.11.2024 at 12.30 PM
6	Bid Submission Closing (Online)	04.12.2024 at 5.00PM
7	Bid opening technical bid (Online) (Bid: A)	06.12.2024 at 12 noon
8	Date of uploading list for Technically Qualified Bidder (Online) (Bid A)	To be notified later
9	Date & for opening of Financial Proposal (Bid B) (Online)	To be notified later
10	Date of uploading of list of bidders along with the approved rate	To be notified later

Principal, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour, reserves, the right to change the above schedule in case of any exigencies after putting up a notice in the departmental website and Notice Board of DHGMC, Diamond Harbour.



**24. Validity of Tender :**

- i) Bids shall remain valid for a period of 2 (two) years from last date of online submission of bid. A bid valid for a shorter period than specified in previous lines shall be rejected by Tender Selection committee as non-responsive. No informal tenderer will be entertained in the bid further.
- ii) During the scrutiny, if it comes to the notice of tender inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that bidder would not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
- iii) Prospective bidders must take training from authorized agencies before submission of their bids.
- iv) The Tender Selection Committee (TSC) reserves the right to cancel the N.I.T due to unavoidable circumstances and no claim in this respect will be entertained.

**25. NO-CONVICTION CERTIFICATE:**

No conviction certificate in the form of An Affidavit is to be submitted in the prescribed Pro-forma as Annexure-IV attached herewith from Notary Public/ Judicial Magistrate/ Executive Magistrate.

**26. Requirements: As per Annexure-A****Annexure-A**

Sr. No.	Product Description	Quantity	Bidders deviation, if any	Remarks
1.	<p>Digital Panoramic Cephalometric OPG System.</p> <p>Specifications:</p> <p>Digital Panoramic Radiology Unit, controlled from a PC interface face-to-face positioning.</p> <p>Tube Voltage : 60- 90Kv</p> <p>Tube Current : 2-15 mA</p> <p>Frequency: 140 kHz</p> <p>Tube Focal Spot : 0.5 mm (IEC 60336)</p> <p>Sensor technology : CMOS</p> <p>Gray scale : Panoramic : 4096 -12 bits</p> <p>Ceph : 16384 -14Bits</p> <p>Magnification :</p> <p>panoramic : 1.2 (± 10% )</p> <p>Ceph : 1.3 (± 10%)</p> <p>Radiological exam option :</p> <p>Full panoramic ,segmented panoramic ,</p> <p>Maxillary sinus, LA TMJ x 2,LA TMJ x4, 2D+Cep : Lateral , frontal (AP/PA) , oblique, Submento-vertex, carpus (Optional)</p> <p>Minimum required space :</p> <p>Without ceph : 1200(L) x 1400 (D) x 2400 (H) mm</p> <p>With ceph : 2000 (L) x 1400 (D) x 2400 (H) mm</p> <p>Panoramic Modality Digital</p> <p>Sensor- CMOS</p> <p>Sensor Matrix- 64 X 1312 pixels</p> <p>Image Field- 6.4 X 131.2 mm</p> <p>Gray scale – 4096 (12bits)</p> <p>Magnification – X 1.2</p> <p>Imaging Procedures – Full Panoramic, Segmented Panoramic</p> <p>Maxillary Sinus, Lateral TMJ (2 / 4 sections) Exposure mode</p> <p>– 4 patient sizes, 3 dental arch morphology</p> <p>Weight - 72 Kg</p> <p><b>Can be upgraded to Cephalometric, CBCT or 2D+Slicingoption.</b></p> <p>Software-CSImagingVersion8.</p> <p>(Single S/Wto run the entire Dental products.)</p> <p>CS Adapt - A 2D viewing Software with range of filters.</p> <p>Tomosharp Technology (Unique) Adapt Anatomic Endo &amp; Perio.</p> <p>Additional Features - DICOM transfer, DICOM print with customizable Film Composer DICOM SCU</p>	1 unit		
2.	On Line UPS 3KVA	1 unit		



Sr. No.	Product Description	Quantity	Bidders deviation, if any	Remarks
3.	<p>Standard Requirement for the PC:</p> <p>Microprocessor : 9th Generation Intel Core i5-9500 6 cores (3 GHZ base frequency, up to 4,4 GHz with Intel® Turbo Boost Technology Hard disk 1 TB 4 GB for software installation &amp; 250 GB free space to use the software. Graphics card (SVGA) Graphic-based board on PCI Express video bus with minimum 1GB of video</p> <p>RAM (Random Access Memory)-16GB Operating system -Windows 10 (64 bits) Display 1280 x 1024 minimum screen resolution 1/1000 (Preferably 19" LCD/LED Monitor) Ethernet 2 Ethernet interfaces: • 1 Gbits system link connection (for the practitioner's network) • 1 Gbits system link connection (for equipment) Drives -A DVD-Burner drive is required.</p>	1 (Set)		
4.	Digital laser Printer for OPG 325 Pixel	1 unit		

**N.B.- If the bidder has any deviation in the technical parameters that must be proved for betterment of the equipment at demonstration stage.**

27. Imposition of restriction on bidder as per memorandum bearing west Bengal Finance Department memo no 202-F(Y) Dated 18.01.2021 with F.No 6/18/2019-PPD Dated 23.07.2020 of Ministry Of Finance , Government of India where has been clearly mentioned that nay bidder from a country which shares land border with India will be eligible to bid in any procurement whether of goods, services (Including consultancy services and non-consultancy services) or works (including sub-contracts and turnkey projects) only if the bidder is registered with the competent authority.
28. **The Checklist Must be filled up with page marking by all prospective bidder(s).**

*[Signature]*  
14/11/24

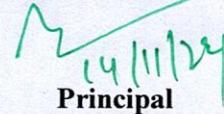
**Principal**

**Diamond Harbour Govt. Medical College & Hospital  
Diamond Harbour, South 24 Parganas**



***Copy forwarded for information & necessary action to:***

1. The Director of Medical Education, Govt. of West Bengal, Dept. of Health and Family Welfare, Swasthya Bhawan, GN-29, Sector-V, Salt Lake City, Kolkata-700 091.
2. The District Magistrate, South 24 pgs.
3. The Medical Superintendent-cum-Vice Principal, DHGMCH, South 24 pgs.
4. The Sub Divisional Officer, Diamond Harbour, South 24 Parganas
5. The HOD, Dept. of ..... DHGMC&H, Diamond Harbour.
6. The Addl. Medical Superintendent, DHGMC&H, Diamond Harbour.
7. The Accounts Officer, DHGMC, S 24 Pgs.
8. The Assistant Superintendent (N.M), DHGMCH, Diamond Harbour.
9. All members of the Purchase & Tender Committee, DHGMC, S 24Pgs
10. IT Cell, Department of Health & F.W. Swasthya Bhawan- with a request to upload this notice in the Health Departmental website.
11. The District Information Officer, NIC, South 24 pgs. Collectorate Bldg., Alipore –with a request to upload this notice in the Departmental website.
12. Notice Board, DHGMC, Diamond Harbour.
13. Office Copy.

  
14/11/24

**Principal**

**Diamond Harbour Govt. Medical College & Hospital  
Diamond Harbour, South 24 Parganans**



ANNEXURE-I

APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full address and contact no. etc.)

To

The Tender Inviting Authority.....

.....

.....

Ref: Your e-tender document No. \_\_\_\_\_ dated \_\_\_\_\_

Sub: NIT for procurement of \_\_\_\_\_  
in Diamond Harbour Government Medical College & Hospital, Diamond Harbour, South 24 Parganas.

Sir,

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

1. That the application is made by me / us on behalf  
of.....in the capacity of duly authorized to  
submit the offer.
2. We accept the terms and conditions as laid down in the NIT mentioned above and declare that we shall abide by  
it for throughout the tender period.
3. We are offering rate for the following item /items and assured supply as per Table (Item Specification)
4. We propose that the order and bill should be raised in our name.
5. In the event of being selected, supply will be made within the stipulated period excepting the condition which is  
beyond our control.
6. We understand that :
  - a. Tender Selection Committee can amend the scope & value of the contract bid under this project.
  - b. Tender Selection Committee reserves the right to reject any application without assigning any reason;

Date:-

Signature of applicant including title  
And capacity in which application is made.  
Contact no:  
Mobile:  
Email address:



ANNEXURE-II

Draft Affidavit Proforma

I, Sri/Smt. ....

The Managing Director/ Proprietor (etc.) of the Firm, ..... (Name of the firm)  
at (address).....

P.O.....

P.S.....Dist... do here by solemnly Affirm and declare as follows:

- a. That I am not under conviction of any offence making myself liable to be disqualified to supply of the items etc. to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.
- b. My Firm has not been blacklisted at present as a whole or for any item/ items as quoted in this tender by any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States in India.
- c. That no case is pending against me or against my Firm in any criminal court of law in connection with the supply of Surgical/hospital equipment/Instruments to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States ( If any case is pending, please state the details).
- d. That, I declare that the item or items quoted by me confirms the specification given in the NIT document or higher standard relating to the specification is provided.
- e. The duly authenticated Technical Data Sheet is uploaded conforming to the prescribed standard.
- f. That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/ legal action as per law of the country.
- g. That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine & correct.

Deponent



ANNEXURE-III

FORM

**EXPERIENCE PROFILE/ PERFORMANCE STATEMENT FORM**

1. Name of the Firm: \_\_\_\_\_

2 Bidder must have supplied Instruments/consumables in Hospitals in India which the tender has been floated during the last 3 (three) Financial Years (FY). Order copy with proof of payment/ order copy with installation certificate to be furnished.

Order placed by (Full address of purchaser)	Order no & date	Description & quantity of ordered items	Value of Order Rs.	Date of completion of Delivery		Remarks indicating reasons of late delivery, if any	Was the supplies of goods satisfactory

Note: a] Certificate from the employers to be attached

b] Non-disclosure of any information in the Schedule will result in disqualification of the firm.

**Date:**

Signature and seal of the Tenderer

Countersigned by and seal of Chartered Accountant



ANNEXURE-IV

FORM

DECLARATION OF QUALITY CERTIFICATION OF EQUIPMENT

(To Be Notarized)

AFFIDAVIT

I am the authorized signatory of -----, (name of Company) and in the context of supply and/ or installation of the -----  
- (Name of the Equipment, Name of the offered model) which is an (name of class) solemnly affirm and declare as follows:

1. That the device is in conformity with the requirements of the medical devices directive 93/42/EEC as applicable which apply to it.
2. That the above mentioned model of (Name of the Equipment) is CE (European Conformity) approved.
3. That the vendor company and /or supplier on whose behalf I am the authorized signatory admit the responsibility on the subject relating to the standard and safety of the equipment.
4. That the original copy/photocopy of the CE certification of the offered model is enclosed and / or shall be subject to inspection on demand.
5. That the statements made in the above paragraphs are true to my knowledge and belief

DEPONENT



ANNEXURE-V

**TECHNICAL SPECIFICATION FORM**  
(Technical Compliance Statement)

Tenderers must complete the right column of the below table and the compliance confirmation statement as included, Schedule of Requirements; Technical Specifications.

Schedule No. : ..... Equipment: ..... Offered Model: .....

SI No	Technical Specification as proposed	Technical Compliance	Remarks

THE OFFERED PRODUCTS ARE IN ACCORDANCE WITH THE REQUIRED SPECIFICATIONS AND TECHNICAL REQUIREMENTS:-

YES                      /                      NO

ANY DEVIATIONS MUST BE LISTED BELOW:

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ANNEXURE VI

(A) PRICES FOR CONSUMABLES FOR EACH SCHEDULE

SI No	Items	Basic Price of 1(one) number in INR excluding GST

NOTE: The Tenderers should furnish the price of all the Consumables of the offered model in a separate sheet as applicable, if not, strike out. If any Tenderer do not submit the price of any of the consumables, it will be presumed that those Consumables shall be supplied FREE OF COST by the Tenderer during Warranty & CMC period.

(B) PRICES FOR SPARES FOR EACH SCHEDULE:-

SI No	Items	Basic Price of 1(one) number in INR excluding GST

**Name of the Firm with Seal**



ANNEXURE – VII

TURNOVER CERTIFICATE

I certify that Average Annual Turnover of (insert the name of the company) in India in medical equipment division during the last 3 Financial Years (2018-19, 2019-20, 2020-21 or 2019-20, 2020-21, 2021-22) is Rs. .... as per the Audited Accounts of the Organization.

Signature and seal of Chartered Accountant with MRN

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ANNEXURE – VIII

MANUFACTURER'S AUTHORIZATION FORM

[The Tenderer shall require the Manufacturer to fill in this Form in accordance with the instructions in the bid document. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacture. Such certificate is not required where Manufacturer is the Tenderer.]

Date:  
NIT No.:

To:  
Principal  
DHGMCH, Diamond Harbour  
South 24 Parganas

WHEREAS

We [insert complete name of Manufacturer], who are official manufacturers of [insert type of goods manufactured], having factories at [insert full address of Manufacturer's factories], do hereby authorized [insert complete name of Tenderer] to submit a bid the purpose of which is to provide the following Goods, manufactured by us [insert name and or brief description of the Goods] and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with the General Conditions for Goods, with respect to the Goods offered by the above

Authorized Signatory of the  
Manufacturer \_\_\_\_\_  
Name \_\_\_\_\_  
Designation with stamp \_\_\_\_\_  
Date \_\_\_\_\_



### Check List

After opening of the technical bids, if it is found that any of the documents required to be submitted with the bids is wanting, Tender Selection Committee, DHGMC, Diamond Harbour shall reserve the right to allow late submission of such document at its discretion within a specified time limit-

Non statutory documents to be submitted under My Document				
Sl. No.	Activity	Yes/No	Page No in the Bid	Remark
1	PAN Card			
	15 – digit Goods and Services Taxpayer Identification Number (GSTIN)			
3	Performance Statement Form (For the period of last three calendar years ending December 2023) – <b>ANNEXURE-III</b> 1. Submitted document should be supported with Work order / supply order copy 2. Proof of installation of equipment which the tender has been floated (Installation certificate / Service report duly signed by the hospital / healthcare facility) against the work order OR Proof of payment against supply and installation against the work order that the bidder have supplied medical equipment in Hospitals in India during the last 3 (three) calendar Years			
4	Income Tax returns for last three assessment years			
5	Tender Form as per <b>ANNEXURE-I</b>			
6	Manufacturer's Authorization (If applicable) as per <b>ANNEXURE-VIII</b>			
7	Earnest Money Deposit (EMD) (Copy of receipt of online submission of EMD)			
8	Model of the equipment offered for (Self Declaration) with Technical Data Sheet			
9	Comparative Data Table of the Technical Specifications ( <b>ANNEXURE-V</b> )			
10	1 sets of Brochure of the offered product / model.			
11	Certification of the equipment should be European CE (4 digit notified body) & US FDA			
12	Pre-requisites of installation [Power (KVA, Phase, Hz) and any other requirement, if any]			
13	Average Annual Turnover of the Company in medical equipment division during the last 3 Financial Years as mentioned ( <b>ANNEXURE-VII</b> )			
14	Declaration of Quality Certification of Equipment (as applicable) <b>ANNEXURE-IV</b>			
15	Consumable /Spare list for equipment <b>ANNEXURE-VI a &amp; b</b>			
16	No Conviction Certificate in the form of affidavit as per <b>ANNEXURE-II</b>			