



ESI-PGIMSR, ESIC MEDICAL COLLEGE &
EMPLOYEE'S STATE INSURANCE CORPORATION HOSPITAL & ODC (EZ)
(A Statutory Body Under Ministry of Labour, Govt. of India)
DIAMOND HARBOUR ROAD, P.O.: JOKA, KOLKATA-700 104
An ISO 9001:2008 Certified

Fax: 033 2467 2795, Phone: 033 2467 2799 / 6280 / 1764, Email Id- ms-odckolkata@esic.in

TENDER NO. 67/2018

Tender No. 412.U.16/54/Tender/06/Suture Mat/2007-08/Vol II

Dated: 08.03.2018

Sub: Invitation of Re-E-tender for procurement of 'Rate Contract' for supplying Suture Materials (Single bid)

Period for submission of Re-e-Tender form	From 23.03.2018 to 13.04.2018 upto 2 PM
Pre-Bid meeting	23.03.2018 & 04.04.2018 at 2.30 PM
Last Date & Time of submission of Re-e-tender	13.04.2018 upto 2.00 PM
Date & Time of Opening of Re-e-Tender	13.04.2018 at 2.30 PM
Bid Security / Earnest Money to be sent through Post/Delivered in hand	2% of the quoted value
Performance security / Security Deposit Money	5% of the quoted value

INSTRUCTIONS FOR E-TENDERING

All bidders/contractors are required to procure Class-III B Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption to participate in the E- Tenders.

Bidders should get Registered at <https://esictenders.eproc.in>.

Bidders should add the below mentioned sites under Internet Explorer ☐ Tools ☐ Internet Options ☐ Security ☐ Trusted Sites ☐ Sites of Internet Explorer :

<https://esictenders.eproc.in>

<https://www.tpsl-india.in>

<https://www4.ipg-online.com>

Also, Bidders need to select "Use TLS 1.1 and Use TLS 1.2" under Internet Explorer ☐ Tools ☐ Internet Options ☐ Advanced Tab ☐ Security.

Bidder needs to submit Bid Processing Fee charges of Rs. 2495/- (non-refundable) in favour of M/s. C1 India Pvt. Ltd., payable at New Delhi via Online Payment Modes such as Debit Card, Credit Card or Net Banking for participating in the Tender.

Bidders can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp>



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Dated: 08.03.2018

Sub: Invitation of Re-E-tender for procurement of 'Rate Contract' for supplying Suture Materials .

From: **The DEAN,
ESIC Hospital & O.D.C. (E.Z),
Diamond Harbour Road,
P.O.: Joka, Kolkata: 700 104.**

To: _____

Sir(s),

The DEAN invites open **Re-e-tender** for **procurement of supplying Suture Materials** at ESIC Hospital Joka" as per specifications and/or quantities detailed in the **Schedule** attached. **Check List for compulsory Documents as Annexure-I, the General Terms and Conditions of contract, which will govern any contract made, as Annexure-II and Special terms & conditions as Annexure – III, tender application form as Annexure – IV, and the Schedule of contract (Quoting Rate) as Annexure-V** are enclosed herewith. If you are in a position to quote for the contract /supply in accordance with the requirements stated in the attached schedule, please submit your quotation to this office.

Tenderers are requested that, before quoting their rates or filing tender, the tender form may please be read out thoroughly (line by line), otherwise purchaser will not be held responsible for any error / oversight of his own.

The form is a Standard Form of Tender. Certain clause /clauses may not be applicable in some cases. So, Tenderers are requested to ignore such clause /clauses, which is/are not applicable in the instant case.

All the payment shall be made by **Demand Draft** drawn in favour of **ESI Fund A/c No.1, payable at Kolkata. Cheques/cash will not be accepted.**

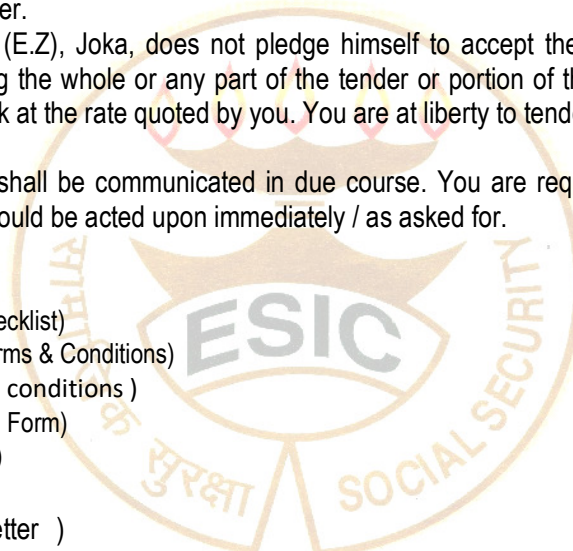
If any modification of the schedule is considered necessary, you should communicate the same by means of separate letter sent along with the Tender.

DEAN, ESIC Hospital & ODC (E.Z), Joka, does not pledge himself to accept the lowest or any tender and reserve to himself the right of accepting the whole or any part of the tender or portion of the quantity offered and you shall supply the same / execute the work at the rate quoted by you. You are at liberty to tender for the whole or any part.

Acceptance by the purchaser shall be communicated in due course. You are requested that the instructions contained in the said communication should be acted upon immediately / as asked for.

Enclosures:

- Annexure – I (Eligibility criteria/Checklist)
- Annexure – II (General Tender Terms & Conditions)
- Annexure – III (Special terms & conditions)
- Annexure – IV (Tender Application Form)
- Annexure –V (quoting the rates)
- Annexure –VI (undertaking)
- Annexure –VII (authorization letter)



ELIGIBILITY CRITERIA/CHECK LIST

- ❖ THE FIRM IS REQUESTED TO FOLLOW THE CHECK LIST AT THE TIME OF SUBMISSION OF TENDER DOCUMENT, WITHOUT WHICH THE OFFER IS LIABLE TO BE CANCELLED.

CHECK LIST FOR COMPULSORY DOCUMENTS		
1	EARNEST MONEY DEPOSIT BY DEMAND DRAFT ONLY	Submitted/Uploaded (Duly attested), [Yes /No]
2	VALID CURRENT TRADE LICENCE CERTIFICATE OF THE BIDDER CLEARLY SHOWING NATURE OF TRADE	Submitted/Uploaded (Duly attested), [Yes /No]
3	COPY OF THE PAN CARD OF THE BIDDER	Submitted/Uploaded (Duly attested), [Yes /No]
4	TAN IF APPLICABLE	Submitted/Uploaded (Duly attested), [Yes /No]
5	GST/OTHER PREVALENT TAX CERTIFICATE SHOWING CLASS OR CLASSES OF GOODS / SERVICE FOR WHICH GST/ /OTHER PREVALENT TAX HAS BEEN OBTAINED.	Submitted/Uploaded (Duly attested), [Yes /No]
6	VALID DRUG LICENCE CERTIFICATE OF THE MANUFACTURER OF THE QUOTED ITEMS.	Submitted/Uploaded (Duly attested), [Yes /No]
7	THE SUPPLIER MUST HAVE AUTHORISED DEALER / SERVICE CENTRE IN KOLKATA. THE NAME, ADDRESSES, PHONE NO, FAX NO, ETC, OF THE AUTHORISED DEALER / SERVICE CENTRE (AS THE CASE MAY BE) IN KOLKATA FOR EACH OF THE SPECIFIC <u>SUTURE MATERIALS</u> QUOTED MUST BE PROVIDED.	Submitted/Uploaded (Duly attested), [Yes /No]
8	UNDERTAKING ON RS.100/- (NON JUDICIAL STAMP PAPER) AS PER PROFORMA MENTIONED IN ANNEXURE VI	Submitted/Uploaded (Duly attested), [Yes /No]
9	UNDERTAKING ON RS.100/- (NON JUDICIAL STAMP PAPER) FOR AUTHORIZATION BY MANUFACTURER AS PER PROFORMA MENTIONED IN ANNEXURE VII (IN CASE OF AUTHORIZED SUPPLIER/DEALER).	Submitted/Uploaded (Duly attested), [Yes /No]
10	EXPERIENCE CERTIFICATE FOR SATISFACTORY SUPPLY OF <u>SUTURE MATERIALS FROM REPUTED GOVT./PVT. HOSPITALS.</u>	Submitted/Uploaded (Duly attested), [Yes /No]

Notes:

- If valid trade licence constitutes/consists of more than one certificate/page then all the pages are to be enclosed failing which tender is liable to be cancelled.
- Tenderers have to submit certified hard copies of all document uploaded by them. The soft copies of the documents uploaded by the by the tenderer must tally with the respective hard copies submitted by the tender. Normally, evaluation of tender will be done on basis of online uploaded documents only. However, in case of any technical difficulty in downloading of documents etc, the said hard copy will be taken into account. The decision of the Dean will be final and binding in this regard.
- The successful bidder might be required to produce the original documents/certificates.
- Copy of all documents uploaded and DD of EMD should reach (either by Speed Post/by Hand) on or before the closing Date and Time to the following address:

Dean
ESI-PGIMSR, ESIC Medical College
ESIC Hospital & ODC (EZ)
Diamond Harbour Road, P.O.: Joka
Kolkata – 700104
Ph no-033 24672799/6280/1764



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GENERAL TERMS AND CONDITIONS

1. PREPARATION OF TENDER:

The Tenderer shall give full assistance and information as may be required in connection with the contract to the Dean or any other officer nominated by him to inspect the premises of the tenderer at all reasonable times.

2. SIGNING OF TENDER:

- a) The tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the tender are not duly & fully filled in. Particular attention may be given to the dates of delivery and also to the particulars referred to in the conditions of contract so as to comply with them.
- b) Individuals signing tender or other documents connected with the contract must specify:
 - i) Whether signing as a 'Sole Proprietor' of the firm or his Attorney?
 - ii) Whether signing as a 'Registered Active Partner' of the firm or his Attorney?
 - iii) Whether signing for the firm 'Per Procreation'?

In the case of companies and firms registered under the Indian Partnership Act, the capacity in which signing e.g. Secretary, Manager, and Partner etc. or their attorney and produce copy of documents, empowering him to do so, if called upon to do so.

NOTE: In case of unregistered firms, all the members or all Attorneys duly authorised by all of them or the Manager of the firm should sign the tender and subsequent documents.

3. LATEST HOUR FOR RECEIPT OF THE TENDER:

E-Tender shall be submitted within the stipulated date and time. In the event of the stipulated date of opening of the tender being declared a closed holiday for Govt. Offices, the date of opening of the tender (s) will be the next working day.

4. PERIOD FOR WHICH THE OFFER WILL REMAIN OPEN:

- i) All tenders should remain valid for acceptance for a **period of twelve months** from the date of opening of the tender or for such period as stated in Special Terms & Conditions.
- ii) The contract / tender, if awarded, shall be valid **initially for one year from the date of award of Contract, or for two (02) years in case of rate contracts (as the case may be)** subject to continuous satisfactory performance and on failure on this aspect by the contractor, the Competent Authority will reserve the right to terminate the contract. The period of the contract can be extended for further period at the discretion of the

Competent Authority, to a maximum of one year, on terms and conditions of the hospital, while accepting the tender subject to continuous satisfactory performance.

- iii) Quotations qualified by such vague and indefinite expressions such as 'subject to immediate acceptance'; 'subject to prior sale' etc. will not be considered, i.e. conditional tender is liable to be rejected.

5. OPENING OF E- TENDER:

The tender shall be opened on the date and time mentioned here in the document.

6. PRICES:

Prices quoted must be meaningful and measurable in the context.

Price must be clearly shown in **figures and words in Indian Currency**. In case of any discrepancy between figures and words, words will prevail.

Tenderers should clearly specify whether prices quoted are inclusive of GST/duties/statutory charges or such charges as extra. Where no specific mention is made to GST/or other duties, prices quoted shall be deemed to be inclusive of such taxes/charges.

7. DELIVERY TERMS

- a) The delivery of the stores / execution of work / providing the services etc. are required within a period as specified and as the place mentioned therein.
- b) The tenderer shall deliver the stores/ execute the work at the destination / space defined to the consignee / authority in good order (of which the Dean, ESIC Hospital & ODC (EZ), Joka, Kolkata shall be the sole judge) within the limits of the time as deemed reasonable and specify in such quantities/qualities as may be ordered by him from time to time.
- c) Time for and date of delivery: The essence of contract: - The time for and the date of delivery of the stores / date of execution of work as stipulated in the schedule shall be deemed to be the essence of contract and delivery / execution must be completed not later than the date(s) specified.
- d) The Dean may allow additional time under special circumstances such as strikes, lockouts, fire accidents, riots etc.

8. INSPECTION OF STORES /WORK:

Supplies shall be accepted/work shall be certified as completed subject to inspection by Dean, ESIC Hospital & ODC (EZ), Joka or his assigned representative. Any defect found in the materials / work done will render the supplies/work open to rejection and decision of the Dean, ESIC Hospital & ODC (EZ), Joka, shall be final and legally binding. The rejected store shall be returned to the suppliers/work may be executed through others, at the risks and costs of contractor.

9. OTHER TERMS

- a) **Responsibility for executing Contract:** The Contractor/Supplier is to be entirely responsible for the execution of the contract in all respects in accordance with the terms and conditions as specified in the acceptance of tender.
- b) The Contractor/Supplier shall not sublet transfer or assign the contract to any part thereof without the written permission of the Dean. In the event of the Contractor/Supplier contravening this condition, Dean be entitled to place the contract elsewhere on the Contractors/Suppliers account at his risk and the Contractor/Supplier shall be liable for any loss or damage, which the Dean, ESIC Hospital & ODC (EZ), Joka, may sustain in consequence or arising out of such replacing of the contract.
- c) **Earnest Money:** The tenderer shall have to deposit earnest money **Bid Security / Earnest Money to be sent through Post/Delivered in hand 2% of the quoted value** with their tender, failing which the tender is liable to be rejected. The earnest money is to be paid by **Demand Draft drawn in favour of ESI Fund A/c No. 1, payable at Kolkata. NO CHEQUES WILL BE ACCEPTED.** In the event of the withdrawal / revocation of tenders before the date specified for acceptance, the earnest money shall stand forfeited. In the event of acceptance of the tender the earnest money may be adjusted towards the amount of security required to be deposited by the contractor in terms of Clause mentioned below, the earnest money will however, be returned without interest to the tenderer whose tender is not accepted. **Earnest Money demand draft must be sent by Speed Post/delivered in hand so as to reach on and before the closing date and time of the tender to the following address to 'Dean', ESIC Hospital & O.D.C. (E.Z), Diamond Harbour Road, P.O.: Joka, Kolkata, 700 104, West Bengal**'. At the top of the cover, the following words should be written in block letters **"procurement of Suture Materials"** along with **"Tender No. 67/2018"**, failing which the tender is liable to be rejected.
- d) **Security Deposit:** On acceptance of the tender, within the period specified by the Dean, the contractor shall deposit as security deposit of the tender.

- e.** The hospital authority shall be entitled to forfeit the Security Deposit or any part thereof without prejudice to any other remedies provided in the contract or available under the law. The security shall be in the form of **Demand Drafts payable at Kolkata in favour of ESI Fund A/c. No. 1 or in the form of Bank Guaranteee.**
- a) *If the contractor fails in fulfilling above-mentioned terms and conditions, such failure will constitute a breach of the contract and the Dean shall be entitled to make other arrangements at the risk and expense of the contractor.*
- b) *On due performance and completion of the contract in all respects, the Security Deposit will be returned to the contractor without any interest on presentation of an absolute 'No Demand Certificate' in the prescribed form and upon return in good condition of any specifications, samples or other property belonging to the purchaser, which may have been issued to the contractor.*
- f. Recovery of sums due:** Whenever any claim for the payment of a sum of money arises out of or under this contract against the contractor the purchaser shall be entitled to recover of such sum by appropriating, in part or whole the security/earnest money deposited by the contractor, when the balance or the total sum to be recoverable, as the case may be shall be deducted from any sum then due or which at any time thereafter may become due to recoverable under this or any other contract with the purchaser. Should this sum not be sufficient to cover the full amount recoverable, the contractor shall pay to the purchaser on demand the remaining balance due.
- g. Insolvency and breach of contract:** The Dean may at any time by notice in writing summarily terminate the contract without compensation to the contractor in any of the following events, that is to say:-
- i) *If the contractor being an individual or if firm, any partner in the contractor's firm, shall at any time be adjudged insolvent or shall have a receiving order or orders for administration of his estate made against him or shall take any proceedings for liquidation or composition under any insolvency not for the time being in force or shall make any convenience or assignment of his efforts or enter into any arrangements or composition with his creditors or suspend payment of if the firm be dissolved under partnership act, or*
- ii) *If the contractor being a company shall pass a resolution or the court shall make an order for the liquidation of the affairs or a receiver of Manager on behalf of the debenture holder shall be appointed or circumstances shall have arisen which entitled the court or debenture holders to appoint a receiver or Manager.*
- iii) *If the contract commits any breach of this contract not herein specifically proved for: Provided always that such determination shall not prejudice any right of action or remedy which shall have accrued or shall accrue thereafter to the purchaser and provided also that the contractor shall be liable to pay the purchaser for any extra expenditure, he is thereby put to but shall not be entitled to any gain on repurchased.*
- h. Arbitration:** In the event of any dispute or difference arising out of the terms and conditions laid down in this tender, the same shall be referred to Arbitrator appointed by the Dean. The procedure of the Arbitration will be governed by the provisions Arbitration Act 1996.
- i. Document:** The tenderer should have a valid **Trade licence, GST, PAN / TAN** and produce/upload self attested copies of such certificates along with the tender papers, **failing which the tender is liable to be rejected.**
- j. Statutory requirements:** In case the agency appoints manpower / labour in excess of or equal to the number as specified by law, the agency should comply with all statutory enactments including Contract Labour Regulation and Abolition Act, 1970; Minimum Wages Act where applicable; Payment of wages Act, where applicable; ESI Act, 1948, where applicable; EPF Act, 1952, where applicable; etc. All existing statutory liabilities relating to engagement of personnel related to labour laws shall be sole responsibility of the agency. In that case the successful agency will have to obtain a licence from the licensing officer after collecting the requisite certificate in form V from the hospital authority. The successful agency will have to maintain various registers and records, display notices, abstracts of the rules, etc., and issue employment card to the engaged labours. The list of workers employed by the contractor shall be communicated to the authority from time to time.
- k.** The successful bidder/tenderer shall obtain a valid license under the Contract Labour (R & A) Act, 1970 & Rules framed there under and shall continue to hold it till completion of the contract wherever applicable,
- l. Right to accept / reject:** The hospital authority reserves the right to **reject** any or all tender without assigning any reason whatsoever. Also, the hospital authority reserves the right to **award** any or part or full contract to any successful agency at its discretion and this will be binding on the tendered.
- m. Assistance to contractor:** The contractor shall not be entitled to assistance either, in the procurement of raw materials required for the fulfilment of the contract or in the securing of transport facilities.
- n.** The tenderer should have authorised service centre /service provider in and around Kolkata and the complete Postal Address, Telephone / Mobile / Fax / E-mail address, etc. should be provided, while submitting the completed tender form.

- o. The list of personal deployed to be intimated to the authority from time to time. The personal employed by the tenderer should have proper uniform for identification. The persons so deployed shall not have any claim for permanent absorption in the hospital and such claim if raised shall be violation of the terms and conditions of the agreement of the hospital authority shall have the right to cancel the agreement to terminate such deployment termination.
- p. The contractor will be responsible for such conduct of the persons engaged by him in the hospital, which will be conducive for maintaining as harmonious atmosphere as expected in the hospital and will be responsible for any act & omission of such persons.
- q. In the event of any violation of laws, rules, statutory provisions by the contractor, this will amount to breach of contract and in such case, the hospital will have the right for terminating the contract, forthwith, without giving any notice or assigning any reason.
- r. **Validity of Contract:** The contract, if awarded, shall be valid **initially for two years from the date of award** subject to continuous satisfactory performance. The period of the contract can be extended for further period at the discretion of the Competent Authority, to a maximum of one year, on terms and conditions of the hospital, while accepting the tender subject to continuous satisfactory performance. However, on failure on this aspect by the contractor, the hospital will have the right to terminate the contract forthwith in addition to forfeiting the security amount deposited by the contractor and initiating administrative actions for black listing, etc. solely at the discretion of the hospital authority. This period of one year can further extended to a maximum of one year at the sole discretion of hospital authority without prejudice to any other right of the hospital authority.
- s. The Tenderers will quote the rates in respect of jobs / services described above in various paras and shall fill **Annexure – IV** appended herewith along with the Tender Application form.
- t. The successful agency shall have to enter in to an agreement with the Hospital and the cost incurred in this connection, shall have borne by the contractor.
- u. The rate once accepted by the hospital shall remain unaltered through the period of contract ,including any extended period
- v. Dean, ESIC Hospital & ODC (E.Z), Joka, does not pledge himself to accept the lowest or any tender and reserve to himself the right of accepting the whole or any part of the tender or portion the quantity offered and you shall supply the same /execute the work at the rate quoted by you. You are liberty to tender for the whole or any part.
- w. Acceptance by the purchaser shall be communicated in due course. You are requested that the instruction contained in the said communication should be acted upon immediately/as asked for.
- x. The hospital authority reserve the right to award any part or full contract to any successful agency (ies) at its discretion and this will be binding on the Tenderers.
- y. **Failure and Termination:** If the contractor fails to deliver the stores or any instalments thereof within the period prescribed for such delivery in the contract or any time liquidation the contract before the expiry of such period, Dean may without prejudice to his right to recover damages for breach of the contract, be entitled at his option.
 - a. To recovery from the contractor as agreed liquidated damages, by way of penalty a sum equivalent to 2% of the price of any stores/services which the contractor has failed to deliver within the period fixed for delivery for the schedule for **each week or part of the week** during which the delivery of such stores may be in arrears **subject to maximum 10% of the total value of order /orders**, where delivery thereof is accepted after expiry of the aforesaid period, or
 - b. To purchase elsewhere, without notice to the contractor, on his account and at the risk of the contractor, the stores/services not delivered or store/services of similar description (where stores/services exactly complying with the particulars are not in the opinion of the Dean, ESIC Hospital & ODC (E.Z), Joka, readily procurable such opinion being final). Without cancelling the delivery in respect of the consignments not yet due for delivery or
 - c. To cancel the contract or a portion thereof, and if so decided to purchase or authorise to purchase of store/services not so delivered or other of a similar description (where store/services exactly complying with the particulars are not, in the opinion of the Dean readily procurable, such opinion being final) at the risk and cost of the contractor.

SPECIAL TERMS AND CONDITIONS

The following special terms and conditions shall apply for: Rate Contract for Rate Contract of supplying Suture Materials. at ESIC Hospital & O.D.C. (E.Z), Joka.

1. DETAILS OF ITEMS QUOTED:

It is mandatory to indicate the full name, make / brand, model number, and details specification of the articles quoted by them, (in addition, a brochure of product information may be attached along with). Tenderers also have to indicate clearly the Name, Address and all Contact numbers of the MANUFACTURING FIRM and the firm responsible for providing AFTER SALES SERVICES, in case of the equipments quoted by them.

2.0. SAMPLES / DEMONSTRATION

Wherever applicable / whenever asked, the firms shall have to submit samples of item(s) / arrange for demonstration of items for verification / inspection, approval, etc., and the firm shall have to comply with such conditions. It is, therefore, in the own interest of the firm(s) concerned to get their proofs / samples, etc verified / inspected where ever required at their own cost. Samples supplied should not be less than the minimum quantity necessary for the test given in the specifications (if any) or in the schedule to tender. **In case the bidder fails to provide the sample/adequate sample of the quoted item whenever asked, then the bid will be summarily rejected.** Each sample should have a card affixed to it which should bear the following information:

- i. Bidders Name and address
- ii. Tender Number
- iii. Date of opening of tender
- iv. Item no. against which tendered
- v. Any other relevant description deemed fit.

Samples shall not be returned and shall be the property of the ESIC. The tenderer / firm / company shall arrange for demonstration of various Suture Materials when asked to do so at his own cost and risk during any time before finalisation of tender.

3.0 No item should be quoted with price more than the M.R.P. or prevalent market rate. The brand quoted should be clearly mentioned in the relevant column of the price bid.

4.0 The bidder may upload relevant supportive documents / brochure in the technical bid.

5.0 “ESIC Supply not for sale” stamping should be done on the pack wherever feasible.

6.0 INSPECTION OF STORES:

All supplies/services against purchase order of this hospital will be accepted subject to the complete satisfaction of Dean or verifying officers as nominated by competent authority. Any defect found in the materials / stores supplied / work done during supply /service or later found to be of “Not of standard quality” on testing, will render the supplies / work open to rejection and decision of the Dean, ESIC Hospital & ODC (EZ), Joka, shall be final and legally binding.

7.0 **Life Period:**- The items supplied should not have passed more than half of shelf life from the date of manufacturing at the time of supply.

8.0. Any query of the bidders may be sought out in the schedule pre-bid meeting before submitting the tender.

9.0. Evaluation Criteria:

- (i) Only those bids who fulfil all the technical criteria (Annexure I) to the satisfaction of the competent authority will be considered for sample evaluation. Final selection of tender will be made strictly on the basis of quality of the product and other technical parameters to be judged by the competent authority of hospital.

The payment will be made exclusively in the shape of ECS/RTGS Hence the supplier is requested to fill up the mandate form enclosed with all details and enclose it with the bill.

Dean
ESI-PGIMSR & ESIC MEDICAL COLLEGE
AND ESIC HOSPITAL & O.D.C. (E.Z.)
Joka, Kolkata - 700104

TENDER APPLICATION FORM

1	Name of the firm:-	
2	a	Full Postal Address:-
	a	Cell Phone No.
	b	Telephone No:-
	c	Fax No.
	E	Email Id:
3	Name and Address of your Bankers stating the name in which the Account stands:-	a) Name of Bank
		b) Name of Branch
		c) A/c. No.
		d) IFSC Code
		e) MICR Number
4	Are you in the list of approved contractors of any other organisations / institutions, if any give details:-	
5	Give details of any Government contracts executed during the last twelve months:-	
6	Any other information which you consider necessary to furnish:	

I, the undersigned certify that the information provided above are true to the best my knowledge and belief.

Date:-

Signature of the Tenderer:-

Place:-

Full Name:-

Designation:-
(Office seal of the tenderer)

PLEASE QUOTE RATE

Annexure – V

(A) Sl. No.	(B) Name of the Item	(C) Approximate Quantity to be procured for 02 years (2017--2019)	(D) BRAND	(E) MRP	(F) Rate Per Unit (Rs.) Inclusive of all taxes and other charges.	(G) Total Cost	(H) 2% EMD of the total cost of quoted items in column (G)
1	Absorbable Surgical Suture Polyglactin coated 3/8 cir RB 20mm,atleast 70 cm, 2-0.(Box of 12 foils)	240					
2	Absorbable Surgical Suture Polyglactin coated 5/8 cir reverse cutting needle,24mm, length atleast 45 cm, 2-0.(Box of 12 foils)	100					
3	Absorbable Surgical Suture USP Polyglactin coated 910 violet 3/8 circle cutting 8mm, atleast 30 cm, 8-0 .(Box of 12 foils)	4					
4	Absorbable Surgical Suture,Polyglactin coated 6-0 violet (30-45) cm length with 3/8 circle micro point reverse cutting (11 mm) needle. (Box of 12 foils)	2					

(A) Sl. No.	(B) Name of the Item	(C) Approximate Quantity to be procured for 02 years (2017--2019)	(D) BRAND	(E) MRP	(F) Rate Per Unit (Rs.) Inclusive of all taxes and other charges.	(G) Total Cost	(H) 2% EMD of the total cost of quoted items in column (G)
5	Absorbable Surgical Suture,Polyglactin,antibacterial coated , 1/2 cir RB heavy 40mm,atleast 90 cm, 1. (Box of 12 foils)	1000					
6	Absorbable Synthetic Surgical Braided Suture Polyglactin coated undyed 1/2 circle Tapercut 35mm, atleast 90 cm, 2-0 (Box of 12 foils)	340					
7	Absorbable Synthetic Surgical Braided Suture Polyglactin coated undyed, rapid, 3/8 circle precision point, cutting,needle 26 mm, atleast 45 cm,3-0 (Box of 12 foils)	100					
8	Atraumatic Chr.Catgut 30mm,1/2 circle RB, atleast 76cm, 2-0, (Box of 12 foils)	100					
9	Atraumatic Chr.Catgut 1/2 cir RB 40mm,atleast 76 cm, 1-0 (Box of 12 foils)	540					

(A) Sl. No.	(B) Name of the Item	(C) Approximate Quantity to be procured for 02 years (2017--2019)	(D) BRAND	(E) MRP	(F) Rate Per Unit (Rs.) Inclusive of all taxes and other charges.	(G) Total Cost	(H) 2% EMD of the total cost of quoted items in column (G)
10	Atraumatic Chr.Catgut 3/8 cir RB 22mm,atleast 76 cm, 3-0 (Box of 12 foils)	250					
11	Atraumatic Chromic catgut 40m.m. R.B.3/8 circle needle atleast 76 cm,1-0, .(Box of 12 foils)	100					
12	Atraumatic Chromic catgut 45m.m. R.B.3/8 circle needle atleast 76 cm,1.(Box of 12 foils)	100					
13	Black braided silk 3/8 cir cutting 16 mm atleast 70 cm, 4-0. (Box of 12 foils)	120					
14	Black monofilament 3/8 cir .cutting 16mm, atleast 70 cm, 3- 0, (Box of 12 foils)	200					

(A) Sl. No.	(B) Name of the Item	(C) Approximate Quantity to be procured for 02 years (2017--2019)	(D) BRAND	(E) MRP	(F) Rate Per Unit (Rs.) Inclusive of all taxes and other charges.	(G) Total Cost	(H) 2% EMD of the total cost of quoted items in column (G)
15	Black monofilament polyamide 3/8 cir cutting 19 mm atleast 60 cm, 3-0. (Box of 12 foils)	48					
16	Black monofilament polyamide 3/8 cir cutting 19 mm atleast 60 cm, 4-0. (Box of 12 foils)	48					
17	Black monofilament polyamide 3/8 cir cutting 19 mm atleast 60 cm, 5-0. (Box of 12 foils)	48					
18	Braided silk (3-0) 30-45 cm length black	20					
19	Catgut endoloop	200					

(A) Sl. No.	(B) Name of the Item	(C) Approximate Quantity to be procured for 02 years (2017--2019)	(D) BRAND	(E) MRP	(F) Rate Per Unit (Rs.) Inclusive of all taxes and other charges.	(G) Total Cost	(H) 2% EMD of the total cost of quoted items in column (G)
20	Delayed Absorbable Surgical Suture Poliglecaprone 1/2 circle Taperpoint needle 26mm,length atleast 70 cm, 2-0.(Box of 12 foils)	60					
21	Dual mesh, atleast 15X15 cm (Box of 01 pc)	20					
22	Monofilament Polyamide Black (Nonabsorbable) 6mm,3/8 Circle Spatulated, Micropoint, double needle(0-2 metric) 10 - 0 . (Box of 12 foils)	20					
23	Polydioxanone, RB , absorbabale monofilament suture,1/2 circle,loop with needle size 48 mm, at least 70 cm,1. (Box of 12 foils)	120					
24	Polydioxanone Suture Length :- 70 cm Needle Description : ½ circle Needle Dimension ; 20 mm (3-0)	4					

(A) Sl. No.	(B) Name of the Item	(C) Approximate Quantity to be procured for 02 years (2017--2019)	(D) BRAND	(E) MRP	(F) Rate Per Unit (Rs.) Inclusive of all taxes and other charges.	(G) Total Cost	(H) 2% EMD of the total cost of quoted items in column (G)
25	Polyester non-absorbable Suture No. 5 1/2 Circle Taper cut	10					
26	Polypropylene hernia System	20					
27	Self Gripping polyester mesh (Left) 12cm X 08 cm	100					
28	Self Gripping polyester mesh (Right) 12cm X 08 cm	100					
29	Sterilised Non-absorbable Surgical needled Suture Monofilament Polypropylene minimum 30m.m. ½ Circle Heavy Tapercut minimum Length 100cm. 1 (Box of 12 Foils)	100					
30	Sterilised Non-absorbable Surgical needled Suture Monofilament Polypropylene minimum 30m.m. ½ Circle Round Body minimum Length 90cm. 1- 0 (Box of 12 Foils)	100					

(A) Sl. No.	(B) Name of the Item	(C) Approximate Quantity to be procured for 02 years (2017--2019)	(D) BRAND	(E) MRP	(F) Rate Per Unit (Rs.) Inclusive of all taxes and other charges.	(G) Total Cost	(H) 2% EMD of the total cost of quoted items in column (G)
31	Sterilised Non-absorbable Surgical needled Suture Monofilament Polypropylene minimum 30m.m. ½ Circle Round Body minimum Length 90cm. 2-0 (Box of 12 Foils)	100					
32	Surgical Silk cutting needle .3/8 circle 16mm,atleast 76 cm, 3-0 (Box of 12 foils)	360					
33	Surgical Silk B.B. 25 M X 6, (Box of 06 reels) 3-0,	20					
34	Surgical Silk B.B.in Sterile foil overwrap pack of 2 with length atleast 75cm each, 1, (Box of 12 foils)	200					
35	Surgical Silk B.B.in Sterile foil overwrap pack of 2 with length atleast 75cm each, 1-0, (Box of 12 foils)	200					

(A) Sl. No.	(B) Name of the Item	(C) Approximate Quantity to be procured for 02 years (2017--2019)	(D) BRAND	(E) MRP	(F) Rate Per Unit (Rs.) Inclusive of all taxes and other charges.	(G) Total Cost	(H) 2% EMD of the total cost of quoted items in column (G)
36	Surgical Silk B.B.in Sterile foil overwrap pack of 2 with length atleast 75cm each, 3-0, (Box of 12 foils)	20					
37	Virgin Silk Black (Nonabsorbable) 6mm,3/8 Circle Spatulated, Micropoint, (0-4 metric) 8- 0 . (Box of 12 foils)	2					

Signature of the Tenderer

(Undertaking to be submitted on Rs.100/- Non judicial stamp paper)

UNDERTAKING

a. I, the undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.

b. The rate/s quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rate/s quoted are the lowest quoted for any other institutional hospital in India.

c. The earnest money Rs (**Rupees _____ only**) to be deposited by me has been enclosed herewith vide Demand Draft no. ----- dated ----- drawn on national bank ----- at ----- branch.

d. I/We give the rights to DEAN to forfeit the security money deposited by me/ us, or impose any penalty /recovery as deemed fit, if any delay occur on my part or failed to supply the article within the appointed time or the lenses of desired quality/quantity.

e. There is no vigilance/ CBI case or court case pending against the firm.

g. I hereby certify that none of the family member (s) is /are employed in ESIC as per details given in the tender document. In case at any stage, it is found that information given by me is false/incorrect, ESIC Medical College & Hospital, Joka, Kolkata, shall have the absolute right to take any action as deemed fit without any prior intimation to me.

h. I have not been blacklisted by any firm/institutions

i. In case of my supply declared substandard by any approved agency, I/we am/are liable for appropriate action

Date:

Place:

Signature of the Tenderer

Full Name & Designation
(Office seal of the Tenderer)

AUTHORITY LETTER

Date: _____

(Authority letter to be issued by the manufacturer in its letter head for appointing Distributor/Dealer/Agent etc.to participate in the tender as below)

Reference : Tender No Due on
.....

Item\s quoted
.....
.....

I/we the undersigned who is/are authorized signatory/signatories of the manufacturing firm

M/s. _____

Address _____

with respect to reference to the above mentioned tender do here by Authorize

M/s. _____ Address _____

to Bid, Negotiate and conclude the contract with respect to the above mentioned tender, Also to supply items,collect the orders,raise the bills for the items manufactured by me/us as quoted in the tender. I/we have not authorized any other Distributor/Agents/Dealer etc. for this purpose.

I/we have gone through all the terms and conditions of the tender and will be binding on me/us and also on the

Distributor/Dealer/Agent M/s. _____

period including extension period of the said contract. Authorized signatory of the firm
(Rubber stamp)

NOTE:

1. This letter of authorization should be on the letter head of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer.

2.If the manufacturer is bidding itself in the tender, no authorization letter is required in case manufacturing having Retail billing right.

LIST OF DOCUMENTS ENCLOSED:

1.

2.

3.

4.

5.

.....

.....

(Attach separate sheets if required)

Date:

Place:

Signature & Seal of the Tenderer
Full Name of the Tenderer: