

**Bid Documents Including**  
**Terms and conditions**  
**For**  
**Supply & Installation of display board with**  
**LED backlit as per specification**  
**at**  
**23 different Govt. Health Units**  
**under North 24 Parganas.**  
**2018-19**

Memo No. DHFWS/NHM/2018/1284

Dated:04/07/2018

**Department of Health & Family Welfare**  
**Government of West Bengal**  
**Office of Chief Medical Officer of Health**  
**North 24 Parganas**

Government of West Bengal  
Office of the Chief Medical Officer of Health,  
North 24 Parganas

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**Section-I****NOTICE INVITING e-TENDER No. 01/ENG of 2018-19**

1. The Secretary, DH&FWS & Chief Medical Officer of Health, North 24 Parganas, invites e-Tender from bonafied and responsible firms/agencies for Supply & Installation of display board with LED backlit as per specification at 23 different Govt. Health Units under North 24 Parganas. The detailed specification of work is as mentioned in Section -VII.
2. **Date and Time Schedule of the Tender will be as follows:**

Sl. No.	Particulars	Date	Time
1	Date of publishing N.I.T & other documents online	04.07.2018	3 pm
2	Online documents download start date	04.07.2018	4 pm
3	Online documents download end date	25.07.2018	2 pm
4	Online Bid submission start date	04.07.2018	4 pm
5	Pre-Bid meeting to be held at Office of the CMOH, N24 Pgs	16.07.2018	4 pm
6	Dates for submission of Earnest Money Deposit	04.07.2018 to 25.07.2018	11 am to 4 pm daily
7	Online Bid submission closing date	25.07.2018	4 pm
8	Online Bid opening date for Technical Proposal	27.07.2018	4 pm
9	Date of online uploading list for Technical Qualified	To be notified later	
10	Date of online opening of Financial Proposal	To be notified later	

3. The Tender should be addressed to the Chief Medical Officer of Health, North 24 Parganas. Eligible & interested bidders are requested to access websites - <https://wbtenders.gov.in> for participation in this e-Tender. Any subsequent notice/corrigendum/circular etc. regarding this tender shall be uploaded in [www.north24parganas.gov.in](http://www.north24parganas.gov.in) or [wbhealth.gov.in](http://wbhealth.gov.in).
4. In the event of any of the above mentioned dates being declared as a holiday for the CMOH, North 24 Parganas, the tenders will be opened on the next working day at the appointed time.
5. Tender Committee has reserves the right of cancellation, adding, reducing or deferring the tender in total or in partial without assigning any reason thereof.

**This e-tender document comprises the following sections:**

Section I : Definition

Section II : Requirements

Section III : EMD

Section IV : General Instructions to Bidders (GIB)

Section V : Draft Proforma for Non-Conviction Certificate.

Section VI : Tender Application Form

Section VII : Specifications

Section VIII : Eligibility Criteria & Terms & Conditions

The e-tender shall be evaluated under the two-bid system, i.e., through evaluation of technical and financial bids uploaded by the bidder online on the e-tender website of <https://wbtenders.gov.in>.

### Section I : Definition

1. "Purchaser" means the e-tender inviting authority, purchasing goods and/ or services as incorporated in this e-tender enquiry document, either directly or on behalf of consignees. For this e-tender the purchaser is the CMOH, North 24 Parganas.
2. "Bid" means Proposal/ Quotation received from a Firm / Bidder against the e-tender.
3. "Bidder" means the Individual or Firm or Agencies submitting Bids/ Quotations.
4. "Contractor" means the individual or the firm supplying the goods and/ or services as incorporated in the contract.
5. "Goods" means the articles/material required to supply to the purchaser under the contract.
6. "Earnest Money Deposit" (EMD) means Bid Security/ monetary amount or financial guarantee to be furnished by a bidder along with its bid.
7. "Contract" means the written agreement entered into between the purchaser/ consignee and the contractor, together with all the documents mentioned therein and including all attachments, annexure etc. therein.
8. "Specification" means the document/ standard that prescribes the requirement with which goods and/ or service has to conform.
9. "Inspection" means activities such as measuring, examining, testing, gauging one or more characteristics of the goods and / or service and comparing the same with the specified requirement to determine conformity.
10. "Bill of Quantity (BOQ)" is the name for price schedule (financial bid) in e-tender software.

### Section II: Requirements

1. Supply & Installation of display board with LED backlit as per specification at 23 different Govt. Health Units under North 24 Parganas. with Electrification Work as per specification (Section VII, Annexure-I ) at 23 different Govt. Health Units under North 24 Parganas.

### Section III: EMD

Sl. No	Particulars	Estimated Value (EV)	EMD Amount
1	Total 23X3= 69 LED Display Boards	Rs.12,36,618/-	24,732/- (i.e. 2% of EV)

- a) The earnest money (EMD) shall be submitted in the form of NEFT, drawn on any scheduled nationalized bank in India, in favour of "District Health & Family Welfare Samiti, North 24 Parganas", at the account no.424210100036711, Bank of India, Barasat, IFSC-BKID0004242.
- b) Unsuccessful bidder's earnest money will be returned to them without any interest, after expiry of the tender validity period, or after conclusion of the resultant contract, whichever is earlier. Successful bidder's earnest money shall be returned without any interest after completion of entire job assigned to them.

Section IV:

**Technical Proposal**

**1. Statutory Cover shall contain the following documents:**

1. Application to participate in e-tender as per Section VI: Tender Application Form
2. Notice Inviting Tender
3. Scanned copy of EMD.

**2. Non Statutory Cover will contain the following documents-**

Sl. No.	Category Name	Detail(s)
1	Certificate(s)	<ol style="list-style-type: none"><li>1. PAN, IT return for last two years (AY 15-16 &amp; 16-17)</li><li>2. Professional Tax Registration Certificate/ and Challan deposited for the Financial Year 2017-18.</li><li>3. GST Registration Certificate &amp; GST return of current year.</li></ol>
2	Company Detail(s)	<ol style="list-style-type: none"><li>1. Certificate of Incorporation/ Partnership Deed (*WA)</li><li>2. Updated Trade License/Enlistment</li><li>3. Power of Attorney in favour of signatory of bid.(*WA)</li></ol>
3	Credential	<ol style="list-style-type: none"><li>1. 30% credential of the present work value in similar nature of work.</li><li>2. Experience Certificate in similar nature of work for at least 2 years before date of publication of this tender notice.</li></ol>
4.	Declaration	<ol style="list-style-type: none"><li>1. Audited Balance Sheet &amp; Profit &amp; Loss A/c of last 2 years.</li><li>2. Non-Conviction Certificate as per Section V.</li></ol>
5	Others	<ol style="list-style-type: none"><li>1. As mentioned in Section VIII.</li></ol>

(\*WA-Where Applicable)

### **3. Financial Proposal (Single File)**

**The price schedule in form of BOQ (excel file) will be found under the published NIT schedule in the website(<https://wbtenders.gov.in>) and must be quoted as per less bidding system, For example : Less quoted as "10%" means, the bidder will complete the work in 10% less on the Estimated Value (EV), i.e. Rs. 33,60,000 – 10% less of EV = Rs. 30,24,000/-.**

#### **Opening of Tender**

The purchaser will open the bids after the specified date and time as indicated in the NIT. Authorized representatives of the bidders may attend the tender opening. The EMD for the said tender shall be evaluated first. The statutory papers will be examined and evaluated before evaluation of non-statutory documents. After this, the online price bids or financial bid of only the technically qualified bidders shall be opened for further evaluation.

#### ***Opening of Technical Proposals:***

Technical proposals will be opened by members of the Tender Evaluation Committee electronically from the e-tender website using their Digital Signature Certificates (DSCs). In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened. IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR e-TENDER BY THE BIDDER IN HIS TECHNICAL PROPOSAL, BUT NOT SUBMITTED OR IS FOUND TO BE DEFICIENT IN ANY MANNER AT ANY STAGE AFTER OPENING OF BID, THE BID MAY BE SUMMARILY REJECTED.

During evaluation, the Committee will examine the original documents as they are uploaded as e-tender documents as per Section-IV clause 1 & 2. The date & time of such examination of documents will be notified later. If the said documents in original are not produced within the specified date & time, the bid proposals will be liable for rejection.

**The e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.**

Section V : Draft Proforma for Non-Conviction (In a form of affidavit).

The bidder shall provide an undertaking that the proprietor/ promoter/ director of the firm, its employee, partner or representative are not convicted by a court of law for offence involving moral turpitude in relation to business dealings such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion, or habitual default in payment of taxes etc. The firm does not employ a government servant, who has been dismissed or removed on account of corruption. The firm has not been de-barred, blacklisted by any government ministry/ department/ local government/ PSU etc. in the last two years from scheduled date of opening of this e-tender.

Section VI : Tender Application Form

To  
The Secretary, DH&FWS &  
The Chief Medical Officer of Health  
North 24 Parganas.

Ref: Your e-tender document No. DHFWS/NHM/2018/1284

Dt. 04/07/2018

I/We, the undersigned have examined the entire e-tender document, including amendment/corrigendum number, dated.....(if any)eligibly criteria, required documentations, terms & conditions etc. The receipt of which is hereby confirmed.

I/We now offer to supply and deliver the goods and/ or services in conformity with your above referred document for the sum (after less), as shown in the price schedule/Bill of Quantity attached herewith and made part of this bid.

I/We hereby declare that all data and documents submitted by us in our bid in this e-tender are genuine and true, to the best of our knowledge and belief.

If my/our bid is accepted, we undertake to supply the goods or service as per the specification, in accordance with the delivery schedule and terms and conditions, including amendment/ corrigendum if any.

I/We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred tender enquiry.

I/We confirm that we do not stand deregistered/banned/blacklisted by any Government Authorities/ Organization/ Institution/ local bodies etc in last two years.

Brief of court/legal cases pending, if any, are following:

We would authorize and request any Bank, Person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by you to verify this statement.

I/We understand that the e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason there of.

(Signature with date)

(Name, designation, seal of authorized person to sign bid for and on behalf of Bidder)

Section VII : Specifications

**Annexure-I**

Sl. No	Nature of Work	Specification
1	Display board with LED backlit	<ol style="list-style-type: none"> <li>1. Frame Specification = Hard Vinyl Board</li> <li>2. Frame : Length x Height x Depth = 4' x 3' x 6"</li> <li>3. Frame back Cover = Frame fully covered with Metal Sheet.</li> <li>4. Transparent Vinyl Board with colour printed as per the matter attached as Annexure-II below.</li> </ol>
2	Electrification Work	<ol style="list-style-type: none"> <li>1. Supply &amp; fixing of 3 Nos. 11W 2ft LED Tube light of approved makes.</li> <li>2. Proper electrical wiring with 2 x 36/0.3 (2.5 SqM) + 1 x 22/0.3 (1.5 SqM) ECC in 20mm size PVC rigid conduit from nearest distribution board.</li> <li>3. Supply &amp; fixing of 1 No 5/15 A plug socket with separate 5/15 A Piano key type switch on sheet metal switch board including plug top.</li> </ol>
3	Installation places	23 different Govt. Heath institutions <b>total 69 Nos. (23 X 3) in 3 languages</b> (Bengali, English, Hindi) under North 24 Parganas as per list of Institutions (Annexure-II).
4	Work Completion Time	Within 10 days from the date of issuance of work order to the successful bidder.

**Sample of Display Board**

সকল সরকারী হাসপাতালে সর্বকম পরিষেবা একদম বিনামূল্যে পাওয়া যায়



All services in all Government Hospitals are absolutely free



এই হাসপাতালের পরিষেবা নিয়ে কোনো অভিযোগ থাকলে হাসপাতালের জন অভিযোগ অধিকারিকের কাছে জানাতে পারেন

নাম: \_\_\_\_\_  
ফোন নং: \_\_\_\_\_

If you are aggrieved with any of the services provided by this hospital, You may lodge your grievance with the Public Grievance Officer

Name: \_\_\_\_\_  
Contact no: \_\_\_\_\_

টোল ফ্রি নং. '104' - এর পরিচয় জানতে পড়ুন, তার সাথে শনিবার, সকাল ৯-টা থেকে রাতি ৯-টার মধ্যে ২৪ x ৭ অভিযোগ গ্রহণের জন্য ওয়েবসাইট : [pgms.wbhealth.gov.in](http://pgms.wbhealth.gov.in)

স্বাস্থ্য ও পরিবার কল্যাণ সচিব, পশ্চিমবঙ্গ সরকার

Grievances can also be lodged through toll free number 104 Monday to Saturday between 8 Am and 8PM For lodging complaints online 24 X 7- website : [pgms.wbhealth.gov.in](http://pgms.wbhealth.gov.in) Health & Family Welfare Department , Government of West Bengal

समस्त सरकारी अस्पतालों में सभी सेवाएं सम्पूर्ण रूप से मुफ्त हैं



इस अस्पताल की सेवाओं को लेकर कोई शिकायत हो तो अस्पताल के जन अभियोग अधिकारी को सूचित कर सकते हैं

नाम: \_\_\_\_\_  
फोन नं: \_\_\_\_\_

टोल फ्री नं. '104' पर भी शिकायत कर सकते हैं, सोमवार से शनिवार, सुबह 8 बजे से रात 8 बजे तक 24 x 7 शिकायत ग्रहण करने के लिए वेबसाइट: [pgms.wbhealth.gov.in](http://pgms.wbhealth.gov.in) स्वास्थ्य एवं परिवार कल्याण विभाग, पश्चिम बंगाल सरकार

**Annexure-II (LED Display boards to be displayed at the following Health Units)**

SI No	Name of Health Units	No of Display Boards.
1	<ul style="list-style-type: none"> <li>North 24 parganas District Hospital, Barasat</li> </ul>	3
2	<ul style="list-style-type: none"> <li>Dr. B.N.Bose SDH, Barrackpore</li> <li>Saltlake SDH, Saltlake.</li> <li>Dr. J. R. Dhar SDH, Bongaon.</li> </ul>	9
3	<ul style="list-style-type: none"> <li>Baranagar SGH, Baranagar.</li> <li>Sree Balaram Seva Mandir SGH, Khardah.</li> <li>Naihati SGH, Naihati.</li> <li>Panihati SGH, Panihati.</li> <li>Bhatpara SGH, Bhatpara.</li> <li>Habra SGH, Habra.</li> <li>Ashokenagar SGH, Ashokenagar.</li> </ul>	21
4.	<ul style="list-style-type: none"> <li>Reckjoani BPHC</li> <li>Chottojagulia BPHC</li> <li>Madhyamgram RH</li> <li>Nanna BPHC</li> <li>Bandipur BPHC</li> <li>Amdanga RH</li> <li>Sabdapur BPHC</li> <li>Maslandapur BPHC</li> <li>Sundarpur BPHC</li> <li>Bagdah RH</li> <li>Chandpara BPHC</li> <li>Biswanathpur BPHC</li> </ul>	36

**Total no of Health Units= 23 Nos.**

**Total no of LED display Board= 23X3= 69 Nos. ( In Bengali, Hindi & English)**


**Section VIII :Eligibility, Terms & Conditions**

1. Tender Selection Committee (TSC) reserves the right to accept or reject any tender of any part of the tender without assigning any reason whatsoever.
2. All bid documents (technical) should be signed/self-attested with seal by the bidder(s) in all pages.
3. Incomplete or bid with insufficient documents required for this NIT will be rejected.
4. The successful bidder will be required to deposit 5% of the work value as security deposit in the form of NEFT "District Health and Family Welfare Samiti, North 24 Parganas", at the account no. 424210100036711, BOI, Barasat, IFSC-BKID0004242.
5. Bidders must attend the Pre-Bid meeting on specific date & time as per the date & time schedule for any queries /clarification. No queries /clarification will be entertained after opening of Technical Bid thereof. Bidder(s) also may remain present at the time of opening of technical bid.
6. The successful bidder(s) are bound to complete the entire work at each or the respective health unit(s) as per the specification of Section VII, Annexure-I & II. The authority will check or test the quality of the material of each part of entire work of each health units to ensure the quality of work as per the specification given herewith. If any deviation found according to the specification at any health unit(s), the authority has every right to cancel the total/part of the work with forfeiting the security money & EMD.



7. The bid will be valid for one financial year i.e. FY 2018-19.
8. Bills with challans along with Provisional Work Done Certificate (PWDC) from the authority of the respective health unit(s) must be submitted to the office of the undersigned. Payment will be released after submitting the Final Work Done Certificate (FWDC) which will be issued by the district level authority after full inspection of the entire job done at the respective health unit(s) by its assigned successful bidder(s).
9. The final amount reflects in the financial bid after quoting the less in form percentage (%) by the bidder(s) will be treated as inclusive of all taxes (direct or indirect) and all charges like cost of material, printing, all incidental charges, fitting, delivery etc. no further or extra charges/amount will be paid beyond the price quoted and approved in the said financial bid.
10. The applying Agency/Firm must be registered with PAN, GST, IT return & P.Tax of current validity.
11. Lowest rate will be accepted among technically qualified bidders. In case of equal rate, draw of lots will be done.
12. After evaluation of technical bids, the financial bid of technically eligible bidders will be opened and finalized.

N.B : Bidders are advised to follow the websites ([www.north24parganas.gov.in](http://www.north24parganas.gov.in) / [wbtenders.gov.in](http://wbtenders.gov.in) / [www.wbhealth.gov.in](http://www.wbhealth.gov.in)) in regular basis for Notices, Circulars, Corrigendum etc related to this e-Tender for their information & necessary action.

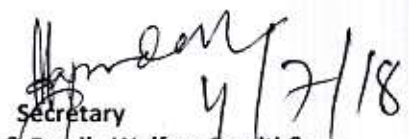
  
 Secretary  
 District Health & Family Welfare Samiti &  
 Chief Medical Officer of Health  
 North 24 Parganas

**Memo No. DHFWS/NHM/2018/1284/16(1)**

Dated: 04/07/2018

Copy forwarded for information with a request for wide circulation through Notice Board/ Website, to

1. The DHS Swasthya Bhawan, Govt. of W.B.
2. The Addl. DHS (Public Grevance Cell), H&FWD, Govt. of W.B.
3. The District Magistrate, North 24 Parganas.
4. The Addl. District Magistrate (D), North 24 Parganas.
5. The Dy. CMOH-I, Nodal Officer, North 24 Pgs& Basirhat Health District.
6. The Dy. CMOH-II/ Dy. CMOH-III/ DMCHO/ ZLO/ DPHNO/ DTO, N24 Pgs.
7. The ACMOH of Barasat /Bidhannagar/Bongaon/Barrackpore Sub-Division, N24Pgs.
8. The Superintendent all DH/SDH/SGH, N24Pgs.
9. The BMOHs of all Blocks, North 24 Parganas.
10. The Account Officer & Treasurer of CMOH office, N24Pgs.
11. The Admin. Officer, CMOH office, N24Pgs.
12. The DPMU-NHM O/O: CMOH & DH&FWS, N24Pgs.
13. The District Informatics Officer, North 24 Parganas, With the request to upload this notice in the official website of North 24 Parganas.
14. The System Coordinator, Swasthya Bhawan, With the request to upload this notice in official website of Swasthya Bhawan.
15. Notice Board.
16. Office Copy.

  
 Secretary  
 District Health & Family Welfare Samiti &  
 Chief Medical Officer of Health  
 North 24 Parganas