

Mem^o. No.: SBSMH/19/1114

Date: 27/06/2019

NOTICE INVITING QUOTATIONS

Sealed Quotations are invited from eligible bidders / agencies for purchase of 'Stationary items' and 'equipments' (any one or both) for Sree Balaram Seva Mandir S.G. Hospital, Khardah, North 24 Parganas. The 'Quotation form' along with 'terms and conditions and guidelines' may be obtained from the Office of the undersigned.

The following items and /or documents are to be submitted along with the Quotations:-

- 1) Copy of valid Trade license.
- 2) Copy of PAN.
- 3) Copy of GST Certificate/ GST return certificate.
- 4) Filled up Annexure I, II & III or IV(Also enclose attested photo copies as proofs of relevant documents)

Distribution of Bid- forms : 01/07/2019

Submission of Bid- forms : Within 10/07/2019 up to 1:00 p.m.(except Sundays & holidays)

Date of Opening Quotations : 10/07/2019 at 2:30pm.


The Quotation documents in sealed envelopes, should be dropped in the QUOTATIONS' BOX kept in the office of the undersigned.

The rate should be mentioned against each item (all BEST QUALITY) as per enclosed list as follows:-

Terms and conditions:-


- 1) Quotations without any above listed documents will be treated as invalid.
- 2) The first three months will be considered as provisional period for the selected agency, and if found satisfactory, the agreement will be extended for the rest of the period, by notification.
- 3) Three copies of challans & Bills should be submitted at the time of supply.
- 4) The competition among the bidders, shall be on the maximum percentage of rebate that may be given on the M.R.P. of any said particular item.
- 5) The M.R.P. of any given item shall always be in parity with the local market price.
- 6) The M.R.P. should be clearly visibly printed on the body of each & every item, and should satisfy the receiver of stock of such item. Tampering of M.R.P. shall invite legal consequences, and even black-listing, if receiver of this item/Hospital authority/audit teams, can suspect, any time after, the item has been consumed.

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- 6) An undertaking should be given as follows:
'The M.R.P. of items in consideration of this bill, has not been tampered with, and is in parity with the local market price'.
- 7) The suppliers shall be liable/responsible to take return of any items, within three months of bill-submitting-date (by the supplier), if it is found defective/sub-standard quality.
- 8) Items bearing date of expiry, should be supplied clearly one year in advance from such date.
- 9) Each bill is to be supplied by the supplier of items, should not exceed Rs. 9,999/-
- 10) No other charges, like, any taxes, 'service charges', or 'freight charges' can be imposed in the bills to be supplied to this authority, by the suppliers, on the M.R.P.
- 11) The suppliers shall be solely responsible for any violation of the terms and conditions, and shall be responsible to repay back any sum of amount, that may have been received by the suppliers, due to inadvertence of the Hospital authority.
- 12) The L-1 Quotationer to be selected, shall have to submit self-attested photocopy of latest (F.Y.) I.T. Return.

The Purchase committee shall reserve the right of acceptance or cancellation of any Quotation, even if being the lowest, without assigning any reason thereof. The purchase committee also reserves the right to withhold payment, if the work done is not satisfactory.

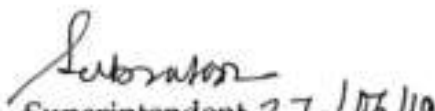

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 Sree Balaram Seva Mandir S.G. Hospital
 Khardah North - 24 Parganas
 Superintendent
 Sree Balaram Seva Mandir S.G. Hospital
 Khardah North 24 Parganas

Memo. No.: SBSMH/19/1114/1(10)

Date: 27/06/2019

Copy forwarded for information & necessary action, requesting to exhibit this notice on their respective office notice boards, to:

- 1) The Director of Health Services, West Bengal, Swasthya Bhawan.
- 2) The District Magistrate, North 24 Parganas.
- 3) The Chief Medical Officer of Health, North 24 Parganas.
- 4) The S.D.O., Barrackpore Sub- Division, North 24 Parganas.
- 5) The Asstt. Chief Medical Officer, Barrackpore Sub- Division, North 24 Parganas.
- 6) The Chairman, Khardah Municipality, North 24 Parganas.
- 7) The Inspector-in-charge, Khardah Police Station, Khardah, North 24 Parganas.
- 8) The Station Master, Khardah Railway Station, Eastern Railways Division.
- 9) The Post Master, B.D. Sopan Post-office, Khardah.
- 10) Office Copy.


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 Sree Balaram Seva Mandir S.G Hospital
 Khardah North - 24 Parganas
 Superintendent
 Sree Balaram Seva Mandir S.G. Hospital
 Khardah North 24 Parganas

Annexure - I

Supernitendent
Sree Balaram Seva Mandir S.G. Hospital
Khardah North 24 Parganas

APPLICATION FORM FOR QUOTATION

1. Name of the firm :
2. a. Full Postal Address :
- b. Cell Phone No. :
- c. Telephone No. :
- d. e-mail address :
3. Trade license no.(renewed) :
4. Are you in the list of approved contractors of any other organizations / institutions, if any give details :
5. Give details of any Government contracts (similar work) executed during the last twelve months:
6. Any other information which you consider necessary to furnish:

UNDERTAKING

- a) I, the undersigned certify that I have gone through the terms and condition mentioned in the Quotation document and undertake to comply with them.
- b) The rates quoted by me are valid and binding upon me for the entire period of contract, and also during any extension period, if required.

Date : _____ Signature of the Quotationer

Place : _____ Full Name:-

Designation:-

(Office seal of the Quotationer)

All points are to be filled up; no places are to be kept vacant. For statutory clearances/registrations not applicable, mention "NOT APPLICABLE" instead of keeping blank.

Name of the Item	
Name of the hospital, quoted for, with addresses	SREE BALARAM SEVA MANDIR SG HOSPITAL, KHARDAH,24PGS(N), Kolkata-700116
Quotation Notice Number	SBSMH/19/
Due date of the submission of the Quotation	
Name / Title of the Bidder	
Full Address	
	E-Mail
	Tel. No & Mobile No.
Local Addresses, if any	
Legal entity of the bidder whether Firm / Society / Company / Other entity	
Relationship of the applicant with the firm	
a) Registration No.	b) Authority with whom registered
c) Trade License No. _____ Granted by _____ For the purpose of _____	
Name & Address of the Bankers of the bidders	

PAN No.	
G.S.T. Registration No.	

Whether provided similar services to state Government Hospitals, Quotationed for in past. If yes indicate the Work order No. & Date	Yes	No
Blacklisted by any government authority at any time. If yes, provide details	Yes	No
Performance certificate in respect of the Quotationer (optional)	Yes	No
I have gone through the eligibility criteria for participating in the Quotation and certify that all the conditions have been fulfilled		
I have read the General and Special Terms and Conditions, including the penal provisions, as given in the Quotation documents. I have accepted them and agree to abide by them.		

Certified that the above information is correct and true to the best of my knowledge and belief. Nothing has been concealed, falsified & fabricated, and in case, any information is found incorrect, I, the under-signatory will be personally responsible for the same.

The supporting documents (photocopies) regarding all the above furnished information are being attached herewith, and the originals shall be exhibited at the time of opening of the BID.

Date :

Signature

Name of authorized person for bidder with seal

Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
1	A-4 SIZE COMPUTER PAPER	Power		
2	ALPIN BOX 100 GMS	T Shaped		
3	ANNE FRENCH			
4	ATTENDANCE REGISTER (24 PAGES)			
5	ANESTHESIA FORM (PRINTING ONE SIDE A4 PAPER)		PER 100 PCS.	
6	BABYMASK SIZE '0'			
7	BABYMASK SIZE '1'			
8	BABYMASK SIZE '2'			
9	BABYMASK SIZE '3'			
10	BASIC BATTERY (FOR LAPAROSCOPY EQUIPMENT)			
11	BATTERY (FOR MOTHER BOARD of computer)			
12	BATTERY (BIG)			
13	BATTERY (MEDIUM)			
14	BATTERY (PENCIL) AA			
15	BATTERY (PENCIL) AAA			
16	BIG LAMINATED COVER FILE (FOUR FOLD)			
17	BIG SCISSORS (BANDAGE CUTTING)			
18	BIO-WASTE PLASTIC BAG (BLACK)			
19	BIO-WASTE PLASTIC BAG (RED)			
20	BIO-WASTE PLASTIC BAG (YELLOW)			
21	BIO WASTE PLASTIC CARRY BAG FOR PATIENTS BEDSIDE BOWL			
22	BLOOD EXAM REPORT FORM (PRINTING ONE SIDE A4 PAPER)		PER 100 PCS	
23	BOARD PIN (PLASTIC)			
24	BROOM STICKS			
25	BROWN PAPER (LAMINATED) SHEET (for cover)			
26	BROWN COLOURED ENVELOPE (26 cm X 11cm)			
27	B.P. MACHINE (DIGITAL)			
28	B.P. MACHINE (ANEROID)			
29	THREE-BUCKET TROLLY			

Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
30	CALCULATOR (12 DIGIT)			
31	CANDLE (WAX) 8"			
32	CANDLE (WAX) 10" (with base)			
33	CANDLE (WAX) 12" (with base)			
34	CAPILLARY TUBE			
35	CARBON PAPER			
36	CASH BOOK OF 300 PAGES (MAIN) WITH PAGE NO. MARKING & BINDING			
37	CASH BOOK OF 300 PAGES (RKS) WITH PAGE NO. MARKING & BINDING			
38	CELLO TAP (1")			
39	CHALK			
40	CLIP (METAL)			
41	CLIP (SINGLE) BOARD			
42	CLIP (DOUBLE) BOARD			
43	COMPUTER INK 21 (BLACK)			
44	COMPUTER INK 22 (COLOUR)			
45	COMPUTER INK 678 (BLACK)			
46	COMPUTER INK 678 (COLOUR)			
47	COMPUTER INK 12A (BLACK)			
48	COMPUTER INK 802 (BLACK)			
49	COTTON SWAB			
50	COTTON SWAB STICK (Sterile) STANBIO			
51	COVER FILE (FOUR FOLDED BIG SIZE)			
52	COVER FILE (FOUR FOLDED)			
53	CORRECTING PEN (WHITENER)			
54	CONTINUATION SHEET (for BHT)		PER 100 PCS.	
55	DAILY CENSUS REGISTER	PAGE NO. MARKING, REGISTERTYPE MARKING (300 PAGES)	PER REFISTER	
56	DENDRITE TUBE (100 GMS.)			
57	DETERGENT POWDER (1 KG.)			

Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
59	DIET REGISTER OF 100 PAGES WITH PAGE NO. MARKING, & BINDING			
60	DIET CHART FORM (PRINTING ONE SIDE A4 PAPER)		PER 100 PCS.	
61	DOT PEN (U&T/BLUE/AGNI)			
62	DOT PEN (U&T/RED/AGNI)			
63	DURACELL BATTERY(AA)			
64	DURACELL BATTERY(AAA)			
65	DUTY ROSTER OF GROUP D STAFF (PRINTING ON LEGAL SIZE)		PER 100 PCS.	
66	BROWN ENVELOP (11" X 5")			
67	BROWN ENVELOP (10" X 4 1/2")			
68	EMERGENCY OPD TICKETS (PAD TYPE BINDING 100 PAGES)		PER 100 PAGES.	
69	ERASER NON-DUST (CAMLIN/ FABER CASTEL)			
70	EXERCISE BOOK NO. 8			
71	FEVI -STICK (GLUE STICK)			
72	FEVICOL			
73	FLAT FILE			
74	FLEX/ BANNER (including fitting)		PER SQ. FT	
75	FLEX BOARD (including fitting)		PER SQ. FT	
76	FLEX BANNER SIGNAGE		PER SQ. FT	
77	FOLDER FILE			
78	FOOT OPERATING BASKET (BLACK)			
79	FOOT OPERATING BASKET (BLUE)			
80	FOOT OPERATING BASKET (RED)			
81	FOOT OPERATING BASKET (YELLOW)			
82	GALA			
83	GI SHEET AND VINYL PASTING (ALL SIZE)		PER SQ. FT.	
84	GALA STICK			
85	GUMMED VINYL STICKER (ALL SIZE)			
86	GLASS MARKING PENCIL			
87	GOOD KNIGHT MACHINE		PER SQ. FIT	
88	GOOD KNIGHT VAPORISER			

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Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
89	GREEN GEL PEN			
90	GRIPEX CLIPS (26 MM, TRIANGULAR CLIP)			
91	GUM POT (100ML.)			
92	HARPIC BATH ROOM CLEANER (1000 ML.)			
93	HARPIC BATH ROOM CLEANER (500 ML.)			
94	HARPIC TOILET CLEANER (1000 ML.)			
95	HARPIC TOILET CLEANER (500 ML.)			
96	HANGER (ALUMINIUM)			
97	HAWAI CHAPPAL (SIZE- 8, 9, 10)			
98	HIGH LIGHTER PEN			
99	HISTORY AND EXAM SHEET FOR MEDICINE/ PAED. PATIENTS (PAD TYPE BINDING)	PAD TYPE BINDING	PER 100 PAGES	
100	HAWAI CHAPPAL, ALL SIZE			
101	INK HP 21 (BLACK)			
102	INK HP 22 (COLOUR)			
103	INK HP 678 (BLACK)			
104	INK HP 678 (COLOUR)			
105	INK HP 802 (BLACK)			
106	INDENT REQUISITION BOOK (100 PAGES)	REGISTER TYPE BINDING WITH PAGE NO. MARKING (ON A4 SIZE PAPER)	PERR BOOK	
107	INJURY REPORT BOOK (100 PAGES)	REGISTER TYPE BINDING WITH PAGE NO. MARKING (ON A4 SIZE PAPER)	PER BOOK	
108	GEL PEN BLACK			
109	GEL PEN RED			
110	JEMS CLIP/ GRIPEX CLIP			
111	JHUL JHARU			
112	KNIFE (PAPER CUTTING)			
113	KNIFE DISH WITH COVER			
114	LAMINATED COVER FILE (FOUR FOLD)			


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Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
115	LIME POWDER			
116	LIQUID SOAP (MEDICATED)			
117	LIQUID SOAP / LIFE BOUY 210 ML.			
118	LIQUID SOAP 110 ML. (DETTOL)			
119	LOCK & KEY (3 LEVERS)			
120	LOCK & KEY (7 LEVERS)			
121	LOCK BAG			
122	LOG BOOK REGISTER (100 PAGES)	REGISTER TYPE BINDING WITH PAGE NO. MARKING (ON A4 SIZE PAPER)	PER REGISTER	
123	L-3 FACILITY CASE SHEET		PER SET	
124	MAGNIFYING GLASS (Medium size)			
125	MARKER INK			
126	MARKER PEN 0.5			
127	MARKER PEN BOLD			
128	MARKER PEN FOR WHITE BOARD (ALL COLOURS)			
129	MATCH BOX			
130	MEDICINE CONTAINER (PLASTIC)			
131	MEDICINE SLIP	PAD TYPE BINDING (1/4 OF A4 SIZE PAPER)	PER PAD/ PAGES	100
132	METAL SEAL (MARKING)			
133	MOPPER WITH STAND			
134	MORTEIN COIL			
135	MOSQUITO REPELLING COIL			
136	MURIATIC ACID 500 ML.(GLASS CONTAINER)			
137	NAME & DESIGNATION BADGE ON ACRYLIC MATERIAL			
138	NAME & DESIGNATION BADGE ON BRASS MATERIAL			
139	NAPHTHALENE BALLS (100 GM.)			
140	NASAL CANULA (FOR OXYGEN)			

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Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
141	NOTICE BOARD (for pinning)			
142	ODONIL			
143	OXYGEN KEY			
144	OXYGEN SLI RANGE			
145	PAPER CLIP			
146	PAPER WEIGHT			
147	PARAMBULATOR			
148	PATIENT BOND FORM			
149	PATIENT PARTY STAYING CARD (GREEN)		PER PC.	
150	PENCIL CUTTER			
151	PHORE (WOODEN HANDLE)			
152	PHUL JHARU (BIG SIZE)			
153	PIN CUSHION			
154	PLASTIC BELCHA			
155	PLASTIC BINS (RED/ BLUE/ BLACK/ YELLOW) WITH LID, CAPACITY- 100 LTS.			
156	PLASTIC BOWL (for Patient bedside)			
157	PLASTIC BOX (ALL SIZE)			
158	PLASTIC CONTAINER FOR MEDICINES (ALL SIZES)			
159	PLASTIC MUG			
160	PLASTIC NUMBERING TAG			
161	PLASTIC OFFICE TRAY			
162	PLASTIC SCALE (30 CM.)			
163	PLASTIC URINE COLLECTING CONTAINER (Sterile)			
164	PLASTIC BUCKET BIG (ALL COLOUR)			
165	PLASTIC CHAIR WITH ARM	NILKAMAL/ SUPREME		
166	PLASTIC CHAIR WITHOUT ARM	NILKAMAL/ SUPREME		
167	PLUS			
168	PRINTING A-4 SIZE CARBONLESS COPY PAPER IN THREE COLOURS (ONE SIDE) WITH REGISTER TYPE BINDING & PAGE MARKING			
169	PRINTING A-4 SIZE PAPER (BOTH SIDES) WITH LEDGER TYPE BINDING WITH PAGE NO. MARKING			

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Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
170	PRINTING A-4 SIZE PAPER (BOTH SIDES) WITH PAD TYPE BINDING			
171	PRINTING A-4 SIZE PAPER (ONE SIDE) WITH LEDGER TYPE BINDING WITH PAGE NO. MARKING			
172	PRINTING A-4 SIZE PAPER (ONE SIDE) WITH PAD TYPE BINDING			
173	PRINTING LEGAL SIZE PAPER (BOTH SIDES) WITH LEDGER TYPE BINDING WITH PAGE NO. MARKING			
174	PRINTING LEGAL SIZE PAPER (BOTH SIDES) WITH PAD TYPE BINDING			
175	PRINTING LEGAL SIZE PAPER (ONE SIDE) WITH LEDGER TYPE BINDING WITH PAGE NO. MARKING			
176	PRINTING LEGAL SIZE PAPER (ONE SIDE) WITH PAD TYPE BINDING			
177	PUNCTURE- PROOF CONTAINER (FOR BIO HAZARD WASTE/ BLUE COLOUR)			
178	PUNCTURE-PROOF CONTAINER (FOR BIO HAZARD WASTE/ WHITE COLOUR)			
179	RECHARGEABLE LED TORCH LIGHT			
180	RIBBON CARTRIDGE (LX-800)			
181	REFERRAL CARD REGISTER	REGISTER TYPE BINDING WITH PAGE NO. MARKING (ON A4 SIZE PAPER)	PER BOOK	
182	REQUISITION SLIPS FOR JSSK/ RSBY	REGISTER TYPE BINDING	PER PAD/ PAGES	100
183	RUBBER BAND			
184	RUBBER ELBOW GLOVES			
185	RUBBER STAMP/ MARKING			
186	RULL REGISTER 12 NO. WITH PAGE NO. MARKING			
187	RULL REGISTER 16 NO. WITH PAGE NO. MARKING			
188	RULL REGISTER 20 NO. WITH PAGE NO. MARKING			
189	RULL REGISTER 24 NO. WITH PAGE NO. MARKING			

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Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BII
190	RULL REGISTER 8 NO. WITH PAGE NO. MARKING			
191	SCISSORS (SMALL)			
192	SHAVING BLADE			
193	SHOE COVER			
194	SHOE RACK			
195	SIGNAL LOG PAPER			
196	SLI RANGE			
197	SOAP (LIFEBOUY)			
198	STAMP PAD (BLUE/ RED) (110 MM X 69MM.) FABER CASTEL			
199	STAMP PAD INK (100 ML.)			
200	STAND FOR REFRIGRATOR			
201	STAPLER MACHINE (BIG)			
202	STAPLER MACHINE (SMALL)			
203	STAPLER PIN (BIG)			
204	STAPLER PIN (SMALL)			
205	STEEL BOWL			
206	STERILE CONTAINER 500 ML.			
207	STICK MAT			
208	STOCK LEDGER (WB FORM NO.772) 300 PAGES WITH PAGE NO. MARKING, INDEX & BINDING			
209	SUN BOARD AND VINYL PESTING (A.I.I. SIZE)			
210	SIGNAGE BOARD (A.I.I. SIZE)		PER SQ.FT.	
211	SWAB (COTTON) (for floor cleaning)		PER SQ.FT.	
212	SWAB WITH HANDLE			
213	TABLE GLASS			
214	TABLE LAMP			
215	TAG			
216	TAG FILE			
217	TELEPHONE HANDSET			
218	THERMAL PAPER ROLL			
219	THREAD BALL			
220	TIE (FOR PACKET STITCHING)			
221	SUITCASE (APPROX. 24" X 18 & 21" X 18")	BEST BRAND		

ANNEXURE-IV

Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
1	AIRWAY TUBE (ALL SIZES)			
2	AMBU BAG (ADULT size)			
3	AMBU BAG (CHILD size)			
4	BED PAN (PLASTIC)			
5	CHEST LEAD			
6	CHITLY FORCEPS STANDS			
7	GLASS SYRINGE 2 ML.			
8	GLASS SYRINGE 5 ML.			
9	GLASS TEST TUBE			
10	PLASTIC PIPETTE			
11	STAINING TRAY			
12	STEEL TRAY WITH COVER (12" x 10")			
13	STERILE COTTON SWAB STICK			
14	TEST TUBE RACK			
15	TRAY WITH COVER (STAINLESS STEEL)			
16	URINAL PLASTIC			
17	WOLIPS BOTTLE			
18	GLUCOSE REAGENT	ACCUREX	1000 ML.	
19	UREA REAGENT	ACCUREX	(200 TESTS/ 400 ML)	
20	DE-IONIZED WATER	ELLORA	5 LTS.	
21	LEISHMAN'S STAIN	GLAXO	250 ML.	
22	VDRL	TULIP	5 ML.	

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Sl. No.	Name of the items	Make/ Best Quality	Unit	% age of rebate offered for BID
23	ANTI ARBY BLOOD-GROUPING REAGENT (5X10 ML)	I. MITRA	3X10 ML	
24	HB ₂ AG	I. MITRA	100 TESTS	
25	HCV (RAPID)	I. MITRA	50 TESTS	
26	URIC ACID TEST REAGENT	ACCUREX	100 TESTS	
27	ACETIC ACID	MERK	500 ML	
28	URI STICK	MERK	100 TESTS	
29	MICRO PIPETTE (5-50 MICRO LTR.)	FINPIPETTE (THERMAL)	1	
30	MICRO PIPETTE/ FIXED 1000 ML	FINPIPETTE (THERMAL)	1	
31	MICRO TIPS (200-2000)	TERSON	1 PCK. X 1000 PCS.	
32	MICRO TIPS (2-200)	TERSON	1 PCK. X 1000 PCS.	
33	GLASS TEST TUBE (12 X 75)	BOBOSIL	100 PCS.	

34. ANAEROID C.P. INSTRUMENT

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 MUNDEL'S REF BANDAGE/
 DOCTOR / BEST QUALITY

[Signature]
 Superintendent
 Inra Balaram Seva Mandir S.G. Hospital
 Khardah North 24 Parganas