



KOLKATA PORT TRUST

Centenary Hospital, Medical Department

Notice Inviting Limited e-Re-Tender for Supply, Delivery, Installation of 3 (Three) Fowler beds with mattresses and 7 (Seven) Ordinary beds with mattresses and 26 (Twenty six) nos additional Mattresses at Centenary Hospital of Kolkata Port Trust.

Tender No. MED / PR / LMT / 256R / 16-17/ 1058

Dated: 14/09/2016

Medical Department of Kolkata Port Trust invites offers against **Limited e-Tender** under single stage two part system (**Part I: Techno-Commercial Bid and Part II: Price Bid**) from the Manufacturers or their Authorised Dealer / Distributor / Stockiest / Agent, fulfilling the eligibility criteria mentioned below and in accordance with the Notice Inviting Tender, Instruction to Tenderers, Special Conditions of Contract & Bill of Quantities.

Limited e- tender is invited only from the following bidders.

1. M/s Medi Sphere BioTechIndia Pvt Ltd, 85E, Raja Dinendra Street, Kolkata-700006 (M/s United Surgical Industries)
2. M/s Janak Healthcare Pvt. Ltd , 190-B, Jodhpur Park Kolkata 700068
3. M/s Phoennix Machines (P) Ltd, 505, Kamalalaya Centre,156A, Lenin Sarani, Kolkata- 700013 (M/s Goderej & Boyce Mfg. Co. Ltd)
4. M/s Steel Craft Hospital 322, Bussa Industrial Estate , Century Bazar Lane, Prabhadevi, Mumbai-400025.
5. M/s Narula Udyog Naraina Indusdtrial Area Phase I, Naraina, New Delhi, Delhi (State) 110028

Bid Document may be downloaded from MSTC website www.mstcecommerce.com/eprochome/kopt and KoPT website www.kolkataporttrust.gov.in or Central Public Procurement Portal www.eProcure.gov.in. Corrigenda or Clarifications, if any, shall be hoisted on the above mentioned websites only. **Hence all the intending bidders are advised to keep close watch on the above mentioned websites in their own interest.**

SCHEDULE OF TENDER

1.	TENDER NO.	MED / PR / LMT / 256R / 16-17 / 1058Dated 14 /09/ 2016
2.	MODE OF TENDER	e-Procurement System Online submission of Part I - Techno-Commercial Bid and Part II - Price Bid through www.mstcecommerce.com/eprochome/kopt of MSTC Ltd. The intending bidders are required to submit their offer electronically through e-tendering portal. No physical tender is acceptable by Kolkata Port Trust.
3.	E-Tender No.	KoPT/Kolkata Dock System/MED/16/16-17/ET/216
5.	Date of availability of NIT to the Vendors for downloading	25/ 9/ 2016
6.	Date of Offline Pre-Bid meeting	4/ 10/ 2016 at 11 AM
7.	Earnest Money Deposit	"Earnest Money Deposit" of Rs.13,560.00 (Rupees Thirteen thousand five hundred and sixty) only remitted at least three days in advance from the date of closing of Online e-Tender for submission of Techno-Commercial Bid by NEFT / RTGS to Kolkata Port Trust Bank Account No.



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		<p>227002000000018 with Indian Overseas Bank, KPT Fairlie Place Extension Branch. IFSC Code No. IOBA 0002270</p> <p>Please furnish the following details while remitting the amount: Name of Bidder: Bank Name: Tender No.: Tender Date: Name of the Tendering Dept. UTR No.:</p> <p>After the award of the contract, the Earnest Money will be refunded without interest on application to all unsuccessful bidders. The Earnest Money of the successful bidder/s shall be returned after one month from the successful commissioning of ordered equipment/s and after deposit of Security Money.</p>
8.	Tender Cost	<p>"Tender Cost" of Rs.600 (Rupees six hundred) only may be remitted at least three days in advance from the date of closing of Online e-Tender for submission of</p> <p>Techno-Commercial Bid by NEFT / RTGS to Kolkata Port Trust Bank Account No. 227002000000018 with Indian Overseas Bank, KPT Fairlie Place Extension Branch. IFSC Code No. IOBA 0002270</p> <p>Please furnish the following details while remitting the amount: Name of Bidder: Bank Name: Tender No.: Tender Date: UTR No.: Name of the Tendering Dept. Centenary Hospital, Medical Dept., KoPT</p>
9.	Last date of submission of EMD & Tender Cost to KoPT.	17/ 10/ 2016 up to 14.00 Hrs.
a)	<p>The vendors shall enter the EMD & Tender Cost details by using the "EMD & Tender Cost" Link under "My Menu" in the vendor login. The vendors have to mention the particular tender No. in which they want to participate against the EMD & Tender Cost. The vendors are</p>	



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required to fill up the transaction details, namely the Tender No. & Date, UTR No., and Amount against the EMD & Tender Cost separately in the given fields.

b) EMD & Tender Cost deposited from any other party will not be accepted. Tender Cost is non-refundable.

10.	Transaction Fee	Rs. 390/- (Rupees Three Hundred ninety) only Including of Service Tax @15%. Payment of Transaction Fee by NEFT / RTGS in favour of MSTC LIMITED.
11.	Last date of submission of Transaction fee through RTGS / NEFT in favour of MSTC Limited, Kolkata.	<i>Three working days before the last date of closing of online bidding for the e-Tender.</i>
12.	Date of Starting of e-Tender for submission of Online Techno-Commercial Bid and Price Bid at www.mstcecommerce.com/eprochome/kopt	25 / 9/ 2016 at 12.00 hrs.
13.	Date of closing of Online e-tender for submission of Techno-Commercial Bid & Price Bid at www.mstcecommerce.com/eprochome/kopt .	20 / 10 / 2016 at 15.00 hrs.
14.	<i>Date & time of opening of Part-I (Techno-Commercial Bid)</i>	<i>20/ 10/ 2016 at 15.30 hrs.</i>
15.	Date & time of opening of Part-II (Price Bid)	Shall be informed separately.

Note: 1. In the event of any unforeseen closure of work / holiday on any of the above days, the same will be opened / held on the next working day without any further notice.

2. Under no circumstances the Due Date of the Tender will be extended.

A) Important Instructions for E-procurement

This is an e-procurement event of Kolkata Port Trust. The e-procurement service provider is MSTC Ltd. of 225C, A.J.C. Bose Road, Kolkata-700 020.

You are requested to read the Terms & Conditions of this tender before submitting your online tender. Tenderers who do not comply with the Conditions with documentary proof (wherever required) will not be considered qualified in the Tender for opening of Price Bid.



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1. Process of E-tender:

A) **Registration:** The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type Digital Certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: THE PRICE BID AND THE TECHNO-COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT www.mstcecommerce.com/eprochome/kopt

- 1) Vendors are required to register themselves online with www.mstcecommerce.com → e-Procurement → PSU / Govt. depts. → Register as Vendor under KoPT - Filling up details and creating own user id and password → Submit.
- 2) Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.

In case of any clarification, please contact KOPT / MSTC (before the scheduled time of the e-Tender).

Contact person (Medical Dept. KoPT):

Dr. T. Mukherjee - Dy. CMO
Mobile No 9831121595

Dr. S. Gupta Dy. CMO II
Mobile No_9051077464

Dr. N. Bhowmick Sr. MO
Mobile No_9830247076

Contact person (MSTC Ltd):

1. Mr. Arindam Bhattacharjee
Deputy. Manager (E-commerce)
MobileNo:09330102643
Email-arindam@mstcindia.co.in
Landline: (033) 22901004
- 2) Mr. Sabyasachi Mukherjee
Junior Manager (E-commerce)
Mobile- 07278030407
Email: smukherjee@mstcindia.co.in
3. Ms Sumona Maity
Management Trainee (E-Commerce)
Mobile-09831155225
Email-smaity@mstcindia.co.in

B) System Requirement:

- i) Windows 98 / XP-SP3 & above / Windows 7 Operating System
- ii) IE-7 and above Internet browser.
- iii) Signing type digital signature



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- iv) JRE 7 update 79 software to be downloaded and installed in the system. Security level should be medium
- v) To enable ALL active X controls and disable 'use pop up blocker' under Tools → Internet Options → custom level (Please run IE settings from the page www.mstcecommerce.com once)

Part-I: Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.

Part-II: Price bid will be opened electronically of only those bidder(s) whose Part I Techno-Commercial Bid is found to be Techno-Commercially acceptable by KoPT. Such bidder(s) will be intimated the date of opening of Part II Price bid, through valid email confirmed by them.

All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

Special Note towards Transaction Fee: PAYMENT OF Transaction fee By NEFT / RTGS in favour of MSTC Limited. The Bank details, format etc. for sending Transaction fee by NEFT / / RTGS to MSTC is detailed below:

Bank Details : Axis Bank, Shakespeare Sarani Branch
A/C Details : A/c.No.005010200057840
IFSC Code No. : UTIB0000005

"The vendors shall enter the Transaction Fee details by using the "Transaction Fee Entry" Link under "My Menu" in the vendor login. The vendors have to select the particular tender in which they want to participate against the transaction fee by clicking on the tick box at the right and then Clicking on the "Submit" Button at the bottom of the page. Then the page appears where the vendors are required to fill up the transaction details, namely the UTR No, Date of Transaction, and the Remitting Bank in the given fields and then click on the "Confirm" Button".

NOTE : The bidders should submit the Transaction Fee well in advance before the last date of submission of tender as they will be activated for bid submission only after receipt of transaction fee by MSTC.

Contact Details:

Fax No. : 033- 22831002

Email ids:

- a. sanjibpoddar@mstcindia.co.in,
- b. arindam@mstcindia.co.in,
- c. rpradhan@mstcindia.co.in,
- d. smukherjee@mstcindia.co.in.

Bidders may please note that the Transaction Fee should be deposited by debiting the A/C of the bidder only, Transaction Fee deposited from or by debiting any other party's a/c will not be accepted. Transaction fee is non-refundable.



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In case of failure to submit the payment towards Transaction fee for any reason, the vendor, in term, will not have the access to online e-tender.

In case of failure to submit the payment towards Tender Cost & EMD for any reason, the vender, in term, will not have the access to on line e-Tender and no correspondence in this respect will be entertained and KoPT will not be responsible for any such lapses on this account. Bidder(s) are advised to make remittance of Tender Cost and EMD well in advance and verify completion of transaction in respect of Tender Cost and EMD.

Vendors are instructed to use link in **My Menu** to **Upload Documents** in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.

Once the documents duly **Notarized** are uploaded in the library, vendors can attach documents through **Attach Document** link against the particular tender. For further assistance please follow instructions of vendor guide.

All Notices / Corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by KoPT. Hence the bidders are required to ensure that their Corporate email I.D. provided is valid and updated at the stage of registration of vendor with MSTC (i.e. Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).

E-tender cannot be Accessed after the due date and time mentioned in NIT.

Bidding in e-Tender:

- Bidder(s) need to submit necessary EMD, Tender Cost and Transaction Fees for getting eligibility to bid online in the e-tender. Tender fees and Transaction fees are non refundable. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by KoPT.
- The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.
- The Bidder(s) who has submitted the above fees can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website www.mstcecommerce.com → e-procurement → Psu / Govt depts. → Login under KOPT → My Menu → Auction Floor Manager → live event → Selection of the live event.
- The Bidder should allow to run an application namely enApple by accepting the risk and clicking on run. This exercise has to be done twice immediately after opening of Bid floor. Then they have to fill up Common terms / Commercial specification and save the same. After that clicking on the Techno-Commercial bid, if this application is not run then the bidder will not be able to Save / Submit his Techno-Commercial bid.
- After filling the Techno-Commercial Bid, bidder should click '**SAVE**' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to filled up and then bidder should click on "**SAVE**" to record their Price Bid. Then once both the Techno-Commercial bid & Price Bid has been saved, the bidder can click on the "**SUBMIT**" button to register their bid.



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- f. In all cases, Bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- g. During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.
- h. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- i. All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply. Such successful Bidder shall be called hereafter "**SUPPLIER**".
- j. It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.
- k. Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- l. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
- m. Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor / tender document.

Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.

No deviation to the technical and commercial Terms & Conditions will be allowed.

KoPT has the right to cancel this e-Tender without assigning any reason thereof.

The online tender should be submitted strictly as per the Terms & Conditions and procedures laid down in the website www.mstcecommerce.com/eprochome/KoPT of MSTC Ltd.

The bidders must upload all the Documents (duly Notarized) required as per the terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

The Bid will be evaluated based on the filled-in technical & commercial formats.

The Documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, EMD of defaulting bidder(s) will be forfeited. Punitive action including suspension and banning of business can also be taken against defaulting bidders.

Bidders are requested to read the vendor guide and see the video in the page www.mstcecommerce.com/eprochome/KOPT of MSTC Ltd. to familiarize them with the system before bidding.

B. COMMERCIAL TERMS & CONDITIONS

Concurrence and remarks for all Commercial Terms & Conditions will be taken Online. Upload supporting Notarized Documents wherever necessary. No hardcopy for the same needs to be submitted. If required, the Bidder/s may be asked to produce the Original documents before the Tender Committee for verification purpose only.



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1. AVAILABILITY OF THE TENDER DOCUMENT:

Tender Document may be downloaded from KoPT Website: www.kolkataporttrust.gov.in / Central Public Procurement Portal www.eProcurement.gov.in or www.mstcecommerce.com/eprochome/KOPT of MSTC Ltd.

2. EXEMPTION FROM PAYMENT OF COST OF TENDER DOCUMENT AND EMD:

For Micro & Small Enterprises (MSE's) registered with NSIC:

- Micro & Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) for the tendered out item are exempted from depositing of Tender Cost and Earnest Money having valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate.
- Micro & Small Enterprises (MSE's) registered with NSIC under Single Point Registration Scheme (SPRS) are eligible to get the benefits under new Public Procurement policies for MSEs as notified by Govt. of India, Ministry of Micro, Small & Medium Enterprises (MSME) vide Gazette Notification dt. 26/03/2012.
- When splitting of tender quantity is not possible purely on technical ground, trustees reserve the right not to negotiate price with MSE if their price is within the band of L1+15% in comparison with L1 price of non-MSE for consideration of award of order for 20% of tender quantity against any item as per new public procurement policy.
- If Micro & Small Enterprises (MSE's) registered with NSIC intends to participate in the tender, for the items they are not registered with NSIC, then they will have to deposit Tender Cost, full amount of Earnest Money as per NIT. Otherwise their offer against the tender will not be considered.
- Copy of valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate has to be submitted along with the Bid.
- SSI Units registered with NSIC under single point registration scheme for the tendered out item will be exempted from deposit of the Cost of Tender document on submission of valid supporting document(s).

3. ELIGIBILITY TO BID:

In order to be eligible to submit bid, the intending bidder will have to upload following Documents (duly attested):

- a) Company Particulars (as per **Appendix 'A'**)
- b) Trade License / Certificate of Incorporation, Sales Tax / VAT Registration Certificate, Income Tax PAN / TAN, Service Tax Registration Certificate.
- c) Name with Mobile No. of the Contact Person.
- d) Audited Balance Sheets and Profit & Loss A/C for the last 3 years ending on **31st March 2016**



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- e) Financial Statement showing average Annual Financial turnover during the last 3 years ending **31st March 2016** being at least Rs. **2.71 lacs** lac
- f) Experience of having three or two or one completed "**similar work**" contract carried out satisfactorily during the last seven years ending on **March 2016** costing not less than the amount as mentioned below:
 - (i) Contract value **Rs. 2.71 lacs** each in case of **THREE** contracts
 - OR
 - (ii) Contract value Rs. 3.39 **lacs** each in case of **TWO** contracts,
 - OR
 - (iii) Contract value Rs. **5.42 lacs** each in case of **ONE** contract.
- g) ESI Registration No.
- h) EPF A/c. No.
- i) The complete NIT duly signed (with seal and date) by the authorized signatory of the bidder on each page.
- j) Techno Specifications as per **Appendix-'B'** and Compliance Statement of Tech. Specification the offered equipment with that of specifications of NIT supported with Literature / Catalogue. Brand and Maker's name of the offered item should be mentioned.
- k) Declaration regarding Life span of the offered item and Guarantee for availability of Spare Parts and Consumables during the declared Life Span should be submitted. Separate list of such items may be furnished.
- l) In case the offer is submitted by an Authorised Dealers / Distributors / Stockiest / Agents on behalf of the Manufacturer, the current valid **self attested Authorisation Certificate** from the Manufacturer has to be submitted along with the offer. In case any bidder submit offer with 2nd stage authorisation, they have to prove with supporting documents that the 1st stage authorised firm who has appointed and issued 2nd stage authorisation in their favour has been authorised to do so, by their Principal manufacturer. The Trustees will not recognize any assignment or endorsement in favour of third parties of any order arising out of this tender other than the authorized Dealers / Distributors / Stockiest / Agents.
- m) Self attested Order copies with supporting Performance Certificate of supplying the tendered or similar equipment to Govt. Organisation or other Institutions of repute with Full Name, Address, Contact Nos., during the last seven years should be produced with the Techno-Commercial Bid of the Tender. The Order Copies & Performance Certificates from the Authorised Dealer (1st Stage) may be acceptable when tender is submitted by 2nd stage authorised Dealers / Distributors / Stockiest / Agents, only when the authorised Dealer (1st stage) submits an undertaking in Non-Judicial Stamp Paper of at least Rs. 10/- accepting all the tender Clauses including After Sales Service as agreed upon by the 2nd stage authorised Dealers / Distributors / Stockiest / Agents who has submitted the tender paper. The authorised Dealer (1st stage) will be responsible for fulfilling all the tender conditions in



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case the 2nd stage authorised Dealer / Distributor / Stockist / Agent fail to comply the same. In case of failure to comply above by 1st stage authorised dealer, the OEM is to ensure to render all services both during Warranty.

- n) The Check List in **Page 17** is to be filled in, signed, stamped and submitted positively along with the Techno-Commercial Bid.
- o) **Unconditional Acceptance of all the Conditions of the Notice Inviting Tender** in a separate letter.

Note:

1. "similar works" means: Supply, Delivery, Installation and Commissioning of similar types of ITEMS in Medical Institution of repute (preferably in Govt. Institution)
2. In case (g) and (h) are not applicable, the bidder should submit duly Notarised Affidavit affirming the same.

4. PRE BID MEETING:

Offline Pre-bid meeting will be held on **04/ 10/ 2016 at 11.00 a.m.** in Centenary Hospital, KoPT at 1, Diamond Harbour Road, Majherhat, Kolkata - 700 053-

The Trustees' will not recognize any assignment or endorsement in favour of third party of any order arising out of this tender other than the awarded Contractor.

The issuing authority reserves the right to ACCEPT / REJECT any or all tenders without assigning any reason whatsoever.

The Tender is subject to Earnest Money and Security Deposit clauses.

REQUIREMENT OF VENDOR :

1. P.C. connected with Internet.
2. Registration with portal www.mstcecommerce.com/eprochome/kopt.
3. Submission of Tendering Fees to MSTC Ltd. before e-tender.
4. Class 2 or Class 3 digital certificates in the name of the Company of the vendor (in the name of the Company who will be submitting the EMD & General Information). This may be obtained from any of the certifying authorities. Bids will not be recorded without Digital Signature.

Note: Please check the Digital Certificate. In case of any clarification please contact MSTC Ltd., before the scheduled time of the e-tender.

5. INSTRUCTIONS TO BIDDER:

- 5.1 Tender for the above work should be submitted in accordance with the **Schedule of Quantities** as specified in this tender and in accordance with the Special Conditions of Contract & General Conditions of Contract. **The Special Condition of Contract will prevail over and above the General Conditions of Contract.**



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- 5.2 No Bidder is allowed to submit more than one TENDER. Please note that the Bidder of the tender should be either Indian agent of the Principal / OEM or the Principal / OEM itself, but the Indian agent and the Principal / OEM will not be allowed to participate in the tender simultaneously. Also an Indian agent is allowed to participate in the tender for the tendered out item(s) with the authorization of not more than one Principal / OEM. If more than one bid is submitted by a particular bidder with authorisation from more than one OEM / Principal, then all the bids submitted by the bidder will be rejected.
- 5.3 Any clarification with regard to interpretation or ambiguities discovered or pointed out after the issue of the tender documents but prior to submission of tenders as to the meaning, conditions or instructions contained in any of the issued documents, shall be valid only when such a clarification is issued in writing by the officer issuing the Notice Inviting Tender. Any such written clarification or amendment shall be hoisted in website of KoPT, MSTC & CPP Portal. **Hence all the intending Bidders are advised to keep close watch on the website of MSTC / KoPT / CPP Portal in their own interest.**
- 5.4 **Earnest Money:** Earnest Money Deposit of **Rs.13,560** (Rupees thirteen thousand five hundred and sixty) only may be remitted by RTGS / NEFT.

After the award of the contract, the Earnest Money will be refunded without interest on application to all unsuccessful bidders. The Earnest Money of the successful bidder shall be returned after one month from the successful Installation & Commissioning of the awarded Instrument/s functioning successfully and after deposit of Security Money. In case the successful bidder fails to accept the Contract or fails to deposit Security Money, the EMD will be forfeited. The Kolkata based Bidders shall provide the Bank account details for refund of the EMD through ECS. Wherever ECS facility is not available, the EMD will be refunded through NEFT / RTGS for which Bank Charges is to be paid by the bidder; necessary information in this regard need to be furnished by the Bidders.

Note:

1. Bidders who submitted EMD against last (discharged) tender No MED/ PR/ ADVT/ 256/ 16-17/491 dated 20/6/2016 (MSTC EVENT No KoPT/ KDS/MED/12/16-17/ET/ 156) need not to submit again. Bidders are requested to mention EMD deposit reference where applicable while uploading the documents against the e- tender.
 2. Exemption from depositing of Tender Cost and Earnest Money for Micro & Small Enterprises (MSE's) registered with NSIC. (See Note under Para 2 above).
 3. Bidders registered with DGS&D and SSI Units registered with NSIC under single point registration scheme will be exempted from deposit of Earnest Money on submission of valid supporting document(s).
- 5.5 **Site Visit:** ALL INTENDING Bidders may visit the site at their own expense, prior to submission of tender for assessing the job requirement under consideration for the above contract with the prior permission from the Chief Medical Officer. No clarification will be made to the intending Bidder regarding location site after this and the decision of the Chief Medical Officer, Kolkata Port Trust shall be final & binding in this regard.



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Centenary Hospital, Medical Department



Notice Inviting Limited e-Re-Tender for Supply, Delivery, Installation of 3 (Three) Fowler beds with mattresses and 7 (Seven) Ordinary beds with mattresses and 26 (Twenty six) nos additional Mattresses at Centenary Hospital of Kolkata Port Trust.

Tender No. MED / PR / LMT / 256R / 16-17/ 1058

Dated: 14/09/2016

:SPECIAL CONDITIONS OF CONTRACT:

1. **PERIOD OF VALIDITY OF OFFER:** The offer should be VALID for a period of not less than 90 (Ninety) days from the date of opening of the **PRICE BID**.
2. **WITHDRAWAL OF TENDER:** Withdrawal of tender / offer in the interval between the closing date for submission of e-Tender and the expiry of the period of its validity will result in forfeiture of Earnest Money.
3. **CANCELLATION OF TENDER:** The Chief Medical Officer, KoPT, reserves the right of accepting or rejecting any offer partially or wholly without assigning any reason thereto.
4. **REJECTION OF TENDER DOCUMENTS:** Bidder is expected to examine the Tender documents including all Instruction Forms, Terms & Conditions, and Technical Specifications in Tender documents. Failure to furnish the requisite information as per the NIT or submission of tender not substantially responsive to the tender documents in every respect may result in the rejection of the tender.
5. **AMENDMENT OF TENDER DOCUMENTS:**
 - a) At any time prior to the deadline for submission of tenders, the Chief Medical Officer for any reason whether at his own initiative or in response to a clarification required by a prospective Bidders may modify the Tender Documents.
 - b) The amendment shall be part of the Tender Documents and will be notified by publication in the MSTC's / KoPT's website / Central Public Procurement Portal and will be binding on the prospective Bidders.
 - c) All the intending Bidders are advised to keep close watch on the website of MSTC / KoPT / CPP Portal in their own interest.
6. **DEMONSTRATION CLAUSE:** During the evaluation of the Techno-Commercial Bid of the respondent Firm/s, the Chief Medical Officer at his discretion may ask the Bidder/s to make arrangement to demonstrate the offered item(s) & its functioning for inspection by a Technical Committee to be formed by the Chief Medical Officer, either at the Centenary Hospital KoPT / one or more sites where the item(s) is / are already installed (within Kolkata) or at its own premises. The demonstration will have a bearing on the technical evaluation of the equipment(s). The transport arrangement for the Committee Members will be arranged by KoPT.
7. **PRICE:**
 - a) **Net Basic Price** of the tendered out item after adjusting (**Basic Price inclusive of Excise Duty, Cess , freight charges etc. (as per the prevailing Rates) except Sales Tax / VAT, Less Unconditional Discount, if any,**) must be quoted in Price Bid in I.N.R. only. Any **Conditional Discount** will not be considered for the purpose of Inter-se position. Tender shall be rejected if bidder quoted Prices / Rates anywhere in Techno-Commercial Bid.
 - b) All **other charges** should be inclusive of Basic Price.



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- c) The prevailing rates of Sales Tax / VAT etc. if any applicable must be mentioned separately in the Price Bid in e-Tender platform. Rate of C.S.T. / VAT in full in **Percentage only** may be stated as KoPT will not furnish 'C' or 'D' form.
- d) The bidder must keep it in mind that the Tendered items are for the Hospital of KoPT and the rates of each and every item will be same as those quoted to Govt. Hospital. An undertaking to this effect is to be uploaded by all the participating bidders at the time of submission of Techno-Commercial Bid.
- e) No price escalation is admissible other than statutory increase in Taxes & Duties etc. against documentary proof.
- f) Price Bid should be **FREE FROM ANY EXTRANEEOUS CONDITIONS.**

8. SECURITY DEPOSIT:

- a) The tender is subject to Security Deposit for an amount of Ten percent (10%) of the value of the Contract - which is to be submitted by the successful bidder either by Demand Draft / Pay Order / Banker's Cheque drawn on a Scheduled Bank and in favour of Kolkata Port Trust payable at Kolkata and to be submitted with the Treasurer of Kolkata Port Trust, 15, Strand Road, Kolkata-700 001 and the self attested photo copy of Treasury receipt is to be submitted to Medical Dept. or in the form of Bank Guarantee issued by any Scheduled Bank to ensure due performance of the contract, within 30 days from the date of placement of order and the said amount will be retained by the Port Authority as Security Deposit.
- b) Security Deposit should remain valid for a period of 60 days in excess of / beyond the date of completion of all contractual obligations of the supplier including Warranty period.
- c) The Security Deposit so deposited will be refunded without any interest only after 60 days from the date of successful completion of Warranty Period.
- d) The proceeds of the Security Deposit shall be payable to the Kolkata Port Trust as compensation towards any loss resulting out of the Vendor's failure to execute the Contract.

9. EVALUATION CRITERIA:

The evaluation will be done on the basis of **sum total of Unit wise cost** of each tendered out items including all Charges Delivery Charges, Sales Tax / VAT etc. Conditional Discount if any, offered by the Bidder/s will not be considered at the time of evaluation of Price Offer.

10. DELIVERY:

- i. As the item is required urgently, the Bidder must mention the earliest delivery and installation period for the tendered item. In any case, this period including delivery & Installation should not be more than 60 (sixty days) from the date of placement of order. Installed equipment will be under observation of the KoPT authorities for a period of one month from the date of successful installation of the item / Equipment. The awarded Vendor shall arrange for proper and appropriate demonstration of the equipment to the satisfaction of the Technical Committee as may be formed for the purpose after which the equipment shall be said to be successfully installed. The Completion Certificate will be issued after one month of satisfactory performance of the



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Equipment. Warranty period shall be reckoned from the next day of issue of Completion Certificate of the equipment. Arrangement regarding delivery, loading / unloading, installation etc will be to the Seller's account.

- ii. The ordered material will have to be appropriately installed at the Centenary Hospital with prior permission of the appropriate authority at least 7 (Seven) working days in advance. Site inspection may be done prior to delivery if necessary, at Bidder's own cost.
- iii. Since the tender is for Supply, Delivery, and Installation, prices quoted must be F.O.R. Centenary Hospital and should include all charges that may be necessary for successful delivery and installation. KoPT shall not bear any charges, which the Bidder may have to bear prior to commissioning and handing over of the instruments.

11. WORKMEN COMPENSATION: The successful bidder must cover his employees / workers, who will be engaged for delivery, unloading & stacking job at the point of delivery at KoPT site, under Workmen Compensation Act, Fatal Accident Act and Personal Injuries Insurance Act for protection against any injury / accident and shall have to bear all the consequences and cost as applicable as per relevant acts.

12. WARRANTY:

- a) The Bidder must provide a Warranty of at least 24 months for each tendered items as well as all parts and accessories, from the date of successful installation and handing over of the items/Equipments to KoPT at the Centenary Hospital.
- b) The successful Bidder shall make good at his own expenses all defects due to faulty design, material and workmanship, which may, during the Warranty period of 24 months (from the date of successfully commissioning), develop under proper use within 3 (Three) days from the receipt of report from the appropriate authority of the hospital. If any difference of opinion arises on any of the provisions of this clause, the decision of the Chief Medical Officer shall be final and binding.
- c) Failure to comply with the above at 13(b), KoPT will be at liberty to get the repair done and deduct the cost thereof from the amount lying with them as Security Deposit as far as possible & practicable. If the cost of such repairs exceeds the amount of Security Deposit, the successful Bidder shall pay the balance amount to KoPT. In the event of failure to comply above, KoPT will realise the excess amount from their pending bills if any.
- d) The Bidder/s should categorically mention the list of Spare Parts, Consumable Item/s, if any and prices thereof which are not covered under the Warranty Clause.

13. TEST AND GUARANTEE CERTIFICATES: The successful Bidder shall have to submit Manufacturers Test and Warranty Certificate(s) or Certificate from a Govt. / Govt. Registered / recognised / approved Test House or Laboratory with regard to the machine, its Accessories, Consumables, etc. where ever applicable, along with the supply.

14. TERMS OF PAYMENT:

Payment will be made through ECS / NEFT / RTGS after **One Month** of successful installation of the awarded Item/Equipment at the Centenary Hospital, KoPT, on submission of Bill complete in all respects and other related documents as per agreement viz. Acceptance Certificate of the supplied Equipment



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issued by the competent authority of Centenary Hospital, Receipted Challan, CST/VAT Registration Certificate, Income Tax PAN, Bank details, etc.

No advance payment will be made at any stage prior to Supply, Delivery, Installation and Commissioning of the items.

15. RISK PURCHASE CLAUSE: Any default in the supply or failure to deliver an approved quality or ordered material within the time stipulated may involve purchase of the whole or any portion of the supply remaining undelivered or unapproved from any other source at the risk and expenses of the defaulting Supplier.

16. LIQUIDATED DAMAGE:

16.1 On receipt of Award of Contract, if the Contractor fails to carry out the contract within the delivery period, or such extension thereof as communicated by the Chief Medical Officer in writing, the Contractor shall pay as compensation (Liquidated Damage) to KoPT and not as a penalty, $\frac{1}{2}$ % (half percent) of the total value of work (Contract Price) as mentioned in the letter of acceptance of the tender/offer, for every week of delay or part thereof provided always that the amount of such compensation shall not exceed 10% of the said value of work. Service Taxes at applicable rates will be deducted on L.D. amount.

16.2 Without prejudice to any of its legal rights, KoPT shall have the power to recover the said amount of compensation / damage, from any money due or likely to become due to the contractor. The payment or deduction of such compensation/damage shall not relieve the contractor of the obligation to commence the work or from any of his other obligations/liabilities under the contract and in case of the Contractor's failure and at the absolute discretion of the Chief Medical Officer, the work may be ordered to be completed by any other agency at the risk and expense of the Contractor, after a minimum of three days' notice in writing has been served to the Contractor by the Chief Medical Officer or his Representative.

17. PERFORMANCE SECURITY:

The successful bidder shall have to furnish the Performance Security in the prescribed format to be provided by KoPT along with the confirmed Order

18. AFTER SALES SERVICE:

The selected bidder must clearly mention the facilities for providing after-sales servicing and maintenance of the equipment after the expiry of the Warranty period. The selected bidder must clearly mention the details of setup / arrangement available in and around Kolkata for attending any breakdown call.

FORCE MAJEURE: In the event, the contractor / KoPT being prevented from fulfilling its obligation or part thereof arising out of this contract, due to any Force Majeure event like acts of God (flood, earthquake etc) or war, civil commotion, strike etc., the affected party shall forthwith but in no case later than 48 hours from the commencement of such event, intimate the other party as to the commencement of such event and continue to intimate every 7 days during continuance of such event. The affected party shall upon cessation of such event, promptly informs the other party within 24 hours over phone followed by communication in writing and shall commence its obligation in part or in full



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arising out of this contract (within 48 hours from the date of cessation) that was kept suspended due to such events of Force Majeure.

20. **ARBITRATION:** Disputes if any arising out of this agreement will be settled by arbitration at Kolkata and the decision of the Arbitrator shall be final and binding on both parties.
21. **JURISDICTION:** The contract will be governed by all relevant Indian Acts applicable only within the jurisdiction of the High Court at Kolkata.

Encl: Appendices -'A', to "C".

(Dr. Dipak Dutta)
Dy. Chief Medical Officer (I)
For Chief Medical Officer

Note:

Please note that the Bidder of the Tender would be allowed to submit shortfall documents (relating to capacity or otherwise) within a maximum period of 15 (fifteen) days from the date of communication indicating the nature of documents not submitted / required as per Notice Inviting Tender. In case the Bidder fails to submit the required document/s within stipulated time, the Tender will be processed in the absence of the required document/s which may result in disqualification of the Bidder.



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CHECK LIST

[TO BE UPLOADED DULY FILLED IN AND SIGNED ALONG WITH TECHNO-COMMERCIAL BID IN PART- I]

1.	Whether all the requisite documents (duly attested) as per Clause No. 3 (Eligibility to Bid Clause of NIT) have been uploaded in e-tendering platform with the Techno-Commercial Bid, mentioning the number of papers uploaded. No. of documents: _____	Yes/ No
2.	Whether the documents viz. Order Copy and related Performance Certificates along with Job Completion Certificate in support of the Credentials (duly attested) is / are uploaded in e-tendering platform with the Techno-Commercial Bid.	Yes / No
3.	Whether separate letter in Bidder's own letterhead confirming Unconditional Acceptance of Tender Conditions in full uploaded in e-tendering platform with the Techno-Commercial Bid.	Yes / No
4.	Whether the Declaration to the effect that the rates of the quoted Equipment/s is / are same as those quoted to Govt. Hospital , uploaded in e-tendering platform with the Techno-Commercial Bid.	Yes / No
5	Technical compliance Chart to comply specifications as per Appendix B is to be uploaded in Techno-commercial Bid.	Yes/ No

Offer No. _____

Date: _____

Authorized Signatory of the Tenderer

(with official Seal and date)



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Particulars of Deposit of the Cost of Tender Document & Earnest Money

[TO BE UPLOADED DULY FILLED IN AND SIGNED ALONG WITH TECHNO-COMMERCIAL BID IN PART - I]

A. Cost of Tender Document:

Detail Particulars of deposit of Amount by RTGS / NEFT (Date of Remittance, Name of the Bank, & Branch, UTR No.)	Amount (In Rs) Rs. 600.00
	Cost of Tender Document (Rupees Six thousand) only

B. Earnest Money Deposit:

Detail Particulars of deposit of Amount by RTGS / NEFT (Date of Remittance, Name of the Bank, & Branch, UTR No.)	Amount (In Rs) Rs. 13,560
	Earnest Money Deposit of (Rupees thirteen five hundred and sixty) only.

Offer No. _____

Date:

Authorized Signatory of the Tenderer
(with official Seal and date)



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Dated: 14/09/2016

APPENDIX - 'A'

**[TO BE UPLOADED DULY FILLED IN AND SIGNED ALONG WITH TECHNO-COMMERCIAL BID IN
[PART - I]**

Name of the Firm / Bidder: _____

Name of the Authorized Signatory: _____

Official Address: _____

Phone No.: _____ FAX: _____

E-Mail: _____ Cell Phone No.: _____

Trade License No. / Certificate of Incorporation: _____

PAN / TAN _____ (Attach attested Photocopy) VAT Registration Certificate _____

Bank Particulars: Name of the Bank / Branch _____

Account Type: _____ A/C No.: _____

MICR No: _____ ISPS Code No.: _____

DECLARATION

We have examined carefully, read and understood the above Terms and Conditions, Specifications and General Conditions of Contract. We hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specifications, Bill of Quantities, General Conditions of the Contract and the Terms and Conditions as stated in the tender and at rates and prices set out in the annexed Bill of Quantities within the time period as stated in the tender. In the event of our tender being accepted in full or in part, We also hereby agree that the said Tender, Specifications, Bill of Quantities, General Conditions of Contract and the Terms and Conditions as stated in the tender together with the acceptance thereof in writing by or on behalf of the Trustees shall form the Contract.

It is hereby confirmed that the hard copy of tender being submitted (uploaded) in the techno-commercial bid of the tender is Identical to the one downloaded from your website / MSTC website / Central Public Procurement Portal. In case the same is found altered / modified in any way, we will be held responsible and our offer will be liable for rejection forthwith and we may also be barred from participating in future tender of KoPT without any reference to us.

It is also declared that our Concern was never been banned or de-listed by any Government or, Quasi-Government Agency or PSU. If the declaration is found incorrect in future, our offer will be liable for rejection.

Offer No. _____

Date: ____ / ____ / 2016

Place:

Signature of the Authorized Signatory of the Tenderer
(with official Seal and date)



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Dated: 14/09/2016

APPENDIX 'B'
TECHNICAL SPECIFICATION OF FOWLER BEDS , ORDINARY BEDS & MATTRESSES.

[TO BE UPLOADED IN PART -I DULY SIGNED AND SEALED ALONG WITH THE COMPLIANCE REPORT]

A. SPECIFICATION FOR FOLWLER'S BEDS. - REQUIRED QUANTITY 3 NOS

1. TWO SEPARATE MECHANISM FOR BACK AND KNEE REST RESPECTIVELY.PRECISE RECTANGULAR TUBULAR STEEL FRAME WORK. FOUR SECTIONAL PRESS BENT CRC SHEET UNIFORMLY PERFORATED TOP TO DISSIPATE HEAT & MOISTURE AND VENTILATES MATTRESS.
2. COMPLETE WITH FOUR CORNERS BUFFER AND MATTRESS GUARD.
3. PLOYMER MOULDED HEAD AND FOOT PANELS.
4. PULL DOWN PLOYMER MOULDED FULL LENGTH SIDE RAILING.
5. PROVISION FOR IV RODS AT FOUR LOCATIONS, WITH ONE STAINLESS STEEL (2 HOOKS).
6. TELESCOPIC I.V. ROD.
7. TWO URINE BAG HOLDER AT BOTH SIDES.
8. MOUNTED ON FOUR NOS. 125 MM DIA SIZE SWIVEL CASTOR WHEELS, TWO WITH BRAKES.
9. PRETREATED AND EPOXY POWDER COATED FINISH.
10. COMPATIBLE FOUR SECTIONS 4" (100 MM) THICK PU FOAM MATTRESS COVERED WITH REXINE.
11. APPROXIMATE OVER ALL DIMENSIONS: LENGTH 2272 MM X WIDTH 1048 MM X HETIGHT 610 MM.

B. SPECIFICATION FOR ORDINARY BEDS.WITH MATTRESS - REQUIRED QUANTITY 7 NOS

1. SEPARATE CRANK MECHNISM FOR BACK REST ONLY.
 2. PREFERABLY STAINLESS STEEL FULL LENGTH SIDE RAILING.
- OR**
- PULL DOWN POLYMER MOULDED FULL LENGTH SIDE RAILING.
3. COMPLETE WITH FOUR CORNERS BUFFEEER AND MATTRESS GUARDS.
 4. PLOYMER MOULDED HEAD AND FOOT PANELS.
 5. PROVISION FOR IV ROD AT FOUR LOCATIONS, WITH ONE STAINLESS STEEL (2 HOOKS), TELESCOPIC I.V. ROD.
 6. TWO URINE BAG HOLDERS AT BOTH SIDES.
 7. MOUNTED ON FOUR NOS. 125 MM DIA SIZE SWIVEL CASTOR WHEELS, TWO WITH BRAKES.
 8. PRETREATED AND EPOXY POWDER COATED FINISH.
 9. COMPATIBLE FOUR SECTIONS 4" (100 MM) THICK PU FOAM MATTRESS COVERED WITH REXINE.



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**10. APPROXIMATE OVER ALL DIMENSIONS: LENGTH 2272 MM X WIDTH 1048 MM X
HEIGHT 610 MM**

- C. SPECIFICATION OF MATTRESS : REQUIRED QTY 26 NOS**
REXINE BOUND, FOAM MATTRESS, MINIMUM THICKNESS OF 4" THICKNESS.
REXINE BOUND MATTRESS THICKNESS 4" (2 PART) - 10 NOS
REXINE BOUND MATTRESS THICKNESS (3 PART) - 16 NOS

Offer No. _____

Date: ____ / ____ / 2016

Place:

Signature of the Authorized Signatory of the Tenderer
(with official Seal and date)



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Centenary Hospital, Medical Department



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BILL OF QUANTITIES (APPENDIX - C)

(Following information must be entered Online in the given format while submitting E-Tender. This must not be filled in and required to be submitted / uploaded as a scanned copy and should not be submitted offline.)

Sl	Description of Item	Unit	Qty Required	Unit Price(inclusive of all charges)except S.Tax/VAT.	Total Amount.
1	ORDINARY BED WITH MATTRESS	Nos	7 Nos		
	Sales Tax / VAT in %				
2	FOWLER BED WITH MATTRESS	Nos	3 Nos		
	Sales Tax / VAT in %				
	Total				
3	Mattress (2 part -10 nos, 3 part - 16 nos)	No	26 nos		
	Sales Tax / VAT in %				
Total Value of item row sl 1, 2 and 3					

Note:

- a) Only Net Basic Price of above items after adjusting (Basic Price less Unconditional Discount) is to be mentioned in the Price Offer. Any Conditional Discount should not be considered for the purpose.
- b) PRICE NOT TO BE QUOTED HERE.

Offer No. _____ Signature of the Authorized Signatory of the Tenderer under Seal