SYAMA PRASAD MOOKERJEE PORT, KOLKATA



OFFICE OF THE CHIEF MEDICAL OFFICER
CENTENARY HOSPITAL, MEDICAL DEPARTMENT
1, DIAMOND HARBOUR ROAD, KOLKATA – 700053
TELE FAX NO: (033)-2401 4503, PHONE NO: (033)2401 3817 / 4094 (Extn-841)



{An ISO 9001 : 2000 Certified organisation} e-mail : cmo@kolkataporttrust.gov.in

Tender Enquiry For Supply And Delivery Of N95 Face Mask Without Respiratory Valve (Quantity Required: 10,000 Pcs) On 3(Three) Months Rate Contract Basis For Centenary Hospital (Port Hospital) Kolkata And Port Hospital Haldia Of Syama Prasad Mookerjee Port, Kolkata

Tender No MED /PR/ ADVT/330/ Covid-19 / 20-21 /702

16/10/2020

Medical Department of **SYAMA PRASAD MOOKERJEE PORT,KOLKATA** invites Offers against Tender under single stage one part system for supply and delivery of **N95 Face Mask without respirator valve** for use in Port Hospital, Kolkata & Haldia from the Manufacturers or their Authorised Dealer / Distributor / Stockiest / Agent, on 3(Three) months Rate Contract basis fulfilling the eligibility criteria mentioned below and in accordance with the Notice Inviting Tender, Instruction to bidders Terms and Conditions of Contract & **APPENDIX -B. Schedule of Quantities.**

SCOPE OF WORK.

The work will comprise of Supply and Delivery of N95 FACE MASK (Quantity Required: 10,000 pcs) on 3(Three) months rate contract basis for Centenary Hospital (Port Hospital) & Port Hospital Haldia of SYAMA PRASAD MOOKERJEE PORT, Kolkata as mentioned in the Bill of Quantities, as per Part Orders issued from time to time during the period of the Contract.

Bid Document may be downloaded from SMP, KOLKATA website www.kolkataporttrust.gov.in or Central Public Procurement Portal www.eProcurement.gov.in. Corrigendums 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/ 330/ COVID-19/20-21/ 702 Dated 16/ 10/ 2020
2.	MODE OF TENDER	e-Procurement System
		(Online offers in a single part system through CPP portal
		https://eprocure.gov.in/eprocure/app/)
		The intending bidders are required to submit their offer
		electronically through e-tendering portal. No physical tender is
		acceptable by Kolkata Dock System No physical tender is
		acceptable by SYAMA PRASAD MOOKERJEE PORT,KOLKATA.
3	Date of availability of NIT to the Vendors for	19/ 10/ 2020
	downloading	
4	CPP Portal Tender ID	2020_KoPT_591358
5	Estimated cost of the tender	₹ 5,50,000/- plus GST extra
6	Date of Starting of e-Tender for submission of	19/ 10/ 2020 at 11.00 hrs.
	Online Techno-Commercial Bid and Price Bid.	
7	Date of closing of online e-tender for	03/ 11/ 2020 at 15.00 hrs.
	submission of Techno- Commercial Bid &	
	Price Bid. (DD/MM/YY)	
8	Date & time of opening of Bid (i.e. Techno-	04/ 11 /2020 at 15.30 hrs.
	Commercial Bid & Price bid (DD/MM/YY)	

Note: a) 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.

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

A .Important instructions for E-procurement

Bidders are requested to use internet Browsers Firefox version below 50 / Internet Explorer version 8 or above, and Java 8 Update 151 or 161.

Further, bidders are requested to go through the following information and instructions available on the CPP Portal https://eprocure.gov.in/eprocure/app before responding to this e-tender:

Bidders Manual Kit

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Tender No MED /PR/ ADVT/330/ Covid-19 / 20-21 /702

16/10/2020

- > Help for Contractors
- > FAQ

Contact persons (CPP Portal):

1. Shri Nazmush – Mob: 9563251950 email: webhelpdesk@gmail.com See CPP Portal for contact details.

Contact person (Medical Dept. SMP, KOLKATA):

1.Dr. Amitav Sett2.Shri S.K. Joshi3.Dr. N. Bhowmick.Senior Medical OfficerDeputy MM-CDy. Chief Medical OfficerMobile No. 9836099083Mobile No. 9831938935Mobile No. 9830247076

1) **AVAILABILITY OF THE TENDER DOCUMENT:**

Tender Document may be downloaded from SMP, KOLKATA Website: www.kolkataporttrust.gov.in / Central Public Procurement Portal www.eProcure.gov.in

- 2) <u>COMMERCIAL TERMS & CONDITIONS</u>:Concurrence and remarks for all Commercial Terms & Conditions will be taken Online. Upload supporting self attested Documents wherever necessary.
- 3) <u>**ELIGIBILITY TO BID**</u> In order to be eligible to submit bid, the intending bidder will have to upload following Documents (duly Self Attested) in Techno-commercial Bid.

Page Nos must be mentioned on each page of uploaded documents.

- (a) Technical compliance statement of the Technical Specification as per Appendix-B
- **(b)** PAN Card of the company (Bidder)
- (c) Notarized Power of Attorney in favor of Authorized Signatory/ Authorization letter
- (d) GST Registration certificate
- (e) Trade License , Drug license ,
- (f) NIOSH(National Institute For Occupational Safety And Health) APPROVED.IN FAVOUR OF THE PARENT MANUFACTURER, Supported with Test report from Gov Approved lab. Please see the Technical Specification for required Certification in Appendix- B
- **(g)** CE Certified, US FDA approved
- (h) Company Particulars (as per **Appendix 'A'**)
- (i) Undertaking of the tenderer to be submitted as per enclosed Proforma (Annex- D) in lieu of submission of signed copies of the full tender document, GCC addenda & corrigendum in the letter head of the firm.
- (i) The Declaration to the effect that the rates of the tendered out item/s is / are same as those quoted to Govt. Hospital, uploaded in e-tendering platform with the Techno-Commercial Bid.
- (j) At least two self attested Order Copies and related Performance Certificates for successful execution of supply of similar tendered out items preferably to Govt. Hospitals or Private Hospitals of repute issued by the competent authority of the said Hospitals in their own letter-head.
- (k) Declaration that Identification mark is mentioned on the N95 Mask.
- (I) 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

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Tender Enquiry For Supply And Delivery Of N95 Face Mask Without Respiratory Valve (Quantity Required: 10,000 Pcs) On 3(Three) Months Rate Contract Basis For Centenary Hospital (Port Hospital) Kolkata And Port Hospital Haldia Of Syama Prasad Mookerjee Port, Kolkata

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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.

- 4) **INSTRUCTIONS TO BIDDERS**:
- 4.1 Tender document is not transferable. No Bidder is allowed to submit more than one TENDER.
- 4.2 Tender for the above work should be submitted in accordance with the **Schedule of Quantities Annex- B** as specified in this tender and in accordance with the Special Conditions of Contract & General Conditions of Contract.
- 4.3 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 SMP, KOLKATA, & CPP Portal. Hence all the intending Bidders are advised to keep close watch on the website of SMP, KOLKATA / CPP Portal in their own interest.
- 4.4 **Power of Attorney**: Tender shall be signed by the bidder or a person , duly authorized to sign on behalf of the bidder. Notarized Power of attorney on non judicial stamp paper accompanying the offer shall indicate each authorization which should be uploaded in Techno-commercial Bid.
- 4.5 SUBMISSION OF BIDS
- 4.5.1 Bidders who wish to participate in the tender will have to procure/should have legally valid Digital Certificate, as per Information Technology Act-2000, using which they can sign their electronic bids. The bidders can procure the Digital Certificate from (n) code solutions a division of GNFC Ltd, who are licensed certifying authority by Government of India. All bids should be digitally signed. For details regarding Digital signature certificate and related matters, the bidder may contact the following address:

(Contact persons (CPP Portal):

Shri Nazmush – Mob: 9563251950 email: webhelpdesk@gmail.com See CPP Portal for contact details.

The accompaniments to the tender documents as described under Clause 3.2 shall be Scanned and submitted On-Line along with Tender documents. However, the originals/attested hard copies along with tender documents (except Price Bid), signed on bottom of each page in token of acceptance of Tender Conditions and shall have to be forwarded subsequently so as to reach the office of Chief Medical Officer within seven days from the last date of opening of tender.

4.5.2 The envelopes shall be addressed to :-

Chief Medical Officer, Centenary Hospital (Port Hospital,) # 1 Diamond Harbour RoadKolkata- 700053 Bear the following identification: "Tender enquiry for Supply and delivery N95 FACE MASK without respiratory valve (Quantity Required: 10,000 pcs) on 3(Three) months rate contract basis for Centenary Hospital (Port Hospital) Kolkata and Port Hospital Haldia of SYAMA PRASAD MOOKERJEE PORT, KOLKATA. "Bid reference No. MED/PR/ADVT/330//20-22/702 and Name and address of the bidder.

Special Conditions of the Contract

1. PERIOD OF CONTRACT.

The Contract would be for a period of 3 (Months), and shall be valid for all Part Orders to be placed by SMP, KOLKATA within this period. The Contract period may be extended by another 1 (One) month, if considered necessary by the Chief Medical Officer of SYAMA PRASAD MOOKERJEE PORT, KOLKATA.

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2. QUANTITY.

Procurement will be made as per requirement of the hospital by placing orders from time to time as per Terms and Conditions of the Contract. The Trustees reserve the right not to place any order for any or all of the items, in case there is no requirement during the period of the contract.

RATE.

The Tenderer should quote Hospital (Institutional) Price on F. O. R. Centenary Hospital, of SMP, KOLKATA at 1, Diamond Harbour Road, Kolkata – 700 053 i.e., Free Delivery up to Centenary Hospital./ Port Hospital Haldia

4. TAXES & DUTIES.

The prevailing Taxes / GST and Duties as applicable are to be mentioned clearly.

5. **PRICE.**

The Price should remain fixed during the period of the Contract. In case of price revision downwards, the Manufacturer / Principal shall forthwith send intimation to the Chief

Medical Officer, Centenary Hospital, SMP, KOLKATA, mentioning the Revised price, Date of revision and the Batch Number (MRP, if applicable) for calculation of tax element. If the prices become lower than the quoted price, then the same will be applicable. The available pack size should be indicated.

6. **DELIVERY.**

- (a) N95 MASK will have to be supplied immediately on placement of the order and not later than 15 (Fifteen) days from the date of issue of the respective part order.
 - Delivery is to be made at the Stores of the Centenary Hospital,/ Port Hospital Haldia KoPT, on all working days, i.e., other than KoPT holidays and Sundays between 10 A.M. to 12 Noon and 2 P.M. to 4 PM. **Address of Port Hospital Haldia is given below:**
 - Port Hospital, P.O. Haldia Township, Dist. Purba Medinipore, West Bengal, PIN 721607, Telephone No. (03224) 263265 , (03224) 264068
- (b) If the N95 Mask are found defective, damaged, and beyond the acceptable shelf-life, they have to be replaced / returned within 7 (Seven) days, or such time as may be allowed by the Chief Medical Officer, or else, the cost of the items will be deducted from the bills on pro-rata basis.
- **(c) Inspection:** Inspection of materials would be done by SMP Kolkata authorized representative prior to acceptance at Port Hospital, KoPT. The materials supplied by the supplier should strictly conform to the laid down specifications of tender/order.(accepted samples)

7. **LIQUIDATED DAMAGE:**

The stipulated delivery period is 2 weeks from the date of placement of Order. Extension of Delivery period is permissible for a maximum period of 1week against written application solely at the discretion of the Chief Medical Officer, SMP, KOLKATA. However, in such situation a penalty of 0.5% of the value of the order calculated at the contract rate per week or a part of a week will be levied. The maximum penalty shall not exceed 10% of the total value of the order or orders.

8. **CANCELLATION OF ORDER.**

Unless extension of Delivery Period is granted, the order for non-supplied items would stand automatically cancelled after expiry of the Delivery Schedule.

9. **SAMPLES OF N-95 WITHOUT RESPIRATOR VALVE:**

Every Bidder of N-95 Respirator without respiratory valve must submit at least 2 (TWO) Nos. of samples in a sealed packs of the manufacturing company to office of the undersigned at Centenarty Hospital, 1 Diamond Harbour Road, Near Majerhat Bridge Stores, , Kolkata 700053 by 05/11/2020.

SYAMA PRASAD MOOKERJEE PORT, KOLKATA



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LABELLING ON THE SAMPLE

1.	TENDER NO.
2.	NAME OF THE BIDDER
3.	NAME OF THE ITEM
4.	NAME OF THE PARENT MANUFACTURER /IMPORTER
5.	SAMPLE QUANTITY

10. **EVALUATION CRITERION & PLACEMENT OF ORDER.**

- (a) Selection of Company will normally be based on the quoted item wise lowest hospital rate, but subject to approval of samples of quoted items by CMO or any officer deputed by the CMO.
- (b) Order will be placed on Second or Third lowest bidder provided they match with L1 bidder, 50% of the amount of material will be supplied by the L1 vendor, 30% by the L2 vendor if he/she matches the rate of L1, and 20% of the amount will be offered to L3 vendor provided he/she matches the
- (c) The material will be asked to be supplied in a staggered manner over the course of the three months based on the demand
- 11. PAYMENT. Bills against supplies of N-95 should be raised to Centenary Hospital . Payment will be made within 30 (Thirty) days from the date of submission of the clear bill accompanied by receipted Challan and other documents required for processing the Bills (in four sets). Payment will be made through Bank ECS for which suppliers should furnish their Banker's Name, Branch Address, Type of A/c., Account Number, MICR No. & IFSC Code No.

12. VALIDITY OF OFFER.

The period of validity of the offer shall be 60 days from the date of opening of the tender.

13. ACCEPTANCE OF TENDER.

Trustees is not bound to accept the lowest or any tender, and reserve the right to accept a tender in full or in part and/or reject any tender in full or in part without assigning any reason thereof.

The Tender issuing authority reserves the right to accept or reject any bid and to cancel the bidding process and reject all bids without assigning any reasons, at any time prior to the award of contract, without thereby incurring and liability to the affected bidder or bidders of the grounds for Employer's action.

DECLARATION BY THE TENDERER. 15.

I/We have carefully read and understood the Terms and Conditions and specifications of materials Appendix-B. I/We confirm that all laid down Terms and Conditions have been accepted by me/us, and I/We agree that I/We shall be bound by the said Terms and Conditions.

I / We hereby confirm that I / We am / are not blacklisted or debarred from participating in tender by any Govt. Agency.

Offer No.	_ Signature of Authorised Signatory of the Tenderer with Seal.
Date:	
Name of the Tenderer:	
Address:	
TR	ne above Clauses shall be final and hinding on both nartic

Chief Medical Officer

SYAMA PRASAD MOOKERJEE PORT, KOLKATA



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	APPENDIX-'A'	
Name of the Firm / Bidder:_		
Name of the Authorized Sign	atory:	
Official Address:		
Phone No.:	FAX:	
E-Mail:	Cell Phone No.:	
Trade License No.:	(Attach attested Photocopy)	
PAN / TAN	(Attach attested Photocopy)	
Bank Particulars: Name of t	he Bank & Branch	
Account Type:	A/C No.:	
MICR No:	IFS Code No.:	
Offer No	Signature of the Authorized Signatory of the Tender	rer
Date:// 2020	(with official Seal and date)	
Place:		

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APPENDIX - B

BILL OF QUANTITIES AND TECHNICAL SPECIFICATION AGAINST TENDER NO. MED/PR/330/ COVID-19/ 20-21 / 702 Dated: 16/10/2020 FOR Supply N95 FACE MASK (Quantity Required: 10,000 pcs on 3(Three) months rate contract basis for Centenary Hospital (Port Hospital) . of SYAMA PRASAD MOOKERJEE PORT, KOLKATA.

Required Quantity: 10,000 Nos

Technical specification of N 95 Mask (Regular Size)

- 1. It should be multilayered synthetic polymer fiber mesh type.
- 2. Regular/adult size.
- 3. Head band (elastic material) is a must. Not ear loop type.
- 4. Should be fitting properly without leak.
- 5. NIOSH(National institute for occupational safety and health) APPROVED.
- 6. CE Certified, US FDA approved.
- 7. Should be capable of filtering 95% air borne particles.
- 8. Nose pin/clip (Adjustable)
- 9. No respiratory valve should be present.
- 10. Inside fabric should be skin friendly.
- 11. It should be water resistant.
- 12. It should be duckbill/cup shaped design and will not collapse against mouth.

Mandatory Requirement

	PRESENCE ST IN INDIA.		PRINCIPAL	COMPANY	OR	ITS	AUTHORIZED	AGENT	/ DE	ALER ,	/ DISTRIE	BUTOR
Offer No			Si	gnature of t	the A	utho	rized Signatory	of the T	endere	er		
Date:	/	_ / 20)20				(with off	icial Se	eal and	date)	
Place:												

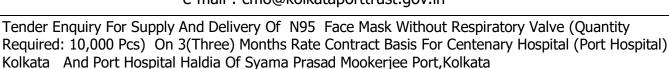
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ISO 9001: 2008

Annex-C

PRICE NOT TO BE QUOTED HERE. ALL PRICE TO BE FILLED ONLINE ONLY. ANY PRICE FILLED IN HERE. TENDER OFFER WILL BE TREATED AS INVALID.

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

SI. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	GST IN % ONLY	Offered Brand	TOTAL AMOUN T Without Taxes in Rs. P	TOTAL AMOUN T With Taxes	TOTAL AMOUNT In Words
1	2	4	5	13	15	19	53	54	55
1.01	N-95 Mask without respirator valve	10,000	Nos				0.00	0.00	INR Zero Only
Total in Figures				0.00	INR Zero Only				
Quoted Rate in Words					INR Zei	ro Only			

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Annex- D

		, unicx	_					
[DOCUMENT TO BE DOWNLOADED UPLOADED] Undertaking to be submitted in li								
Ref. No				I	Date			
The Chief Medical Officer Centenary Hospital SYAMA PRASAD MOOKERJEE PORT,KI 15 Strand Road Kolkata – 700 001	DLKATA,							
Ref Tender No: MED/PR/ADVT/330,	COVID-19/20)-21/702	dated 16/1	.0/2020				
Dear Sir,								
I/We,		(Nam	ne of Tend	erer) hav	e fully	read and	understoo	d the
entire Tender Document, GCC, and A	ddenda/ corri	gendum	, if any, do	wnloade	d from (under the	instant e-to	ender
and no other source, and will comply	to the said do	cument,	GCC and A	ddenda/	corrigen	dum if an	у	
I/We are submitting this und	ertaking in lie	eu of sul	omission of	signed	copy of	the full to	ender docu	ıment
GCC and Addenda/ corrigendum								
				Your	s faithfu	ılly,		
Signature of Tenderer								
Designation:								
Date :								
Seal of the tenderer								