

**GOVERNMENT OF ASSAM**  
**OFFICE OF THE SUPERINTENDENT::GAUHATI MEDICAL COLLEGE**  
**HOSPITAL::GUWAHATI::32**

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No. MCH/HMS/ARC/2016-17/170/Pt.-XII/ 21

Dated: 08-01-2021

**NOTICE INVITING FOR TENDER**

Sealed Tenders are invited from the intending Supplier/Manufacturer/Accredited Dealers for **supply of Essential Items for various Department/Labs/OTs, HMS, Gauhati Medical College Hospital, Guwahati.**

The Tender is Two-Bid System i.e. i. Technical Bid & ii. Price Bid, to be submitted with affixed Court Fee Stamp Rs.8.25 (Rupees eight point two five paise) only (for local bidders) or IPO of Rs. 10/- (Rupees Ten) only (in case of bidders from outside of the State of Assam) in favour of the "Member Secretary, Hospital Management Society, Gauhati Medical College Hospital, Guwahati-781032.

**IMPORTANT DATES OF THE TENDER**

Sl. No.	Scheduled	Start Date	Start Time	End Date	End Time
1.	Pre-Bid meeting	18-01-2021	2.00 PM	Office of the Superintendent, Gauhati Medical College Hospital, Guwahati-32	
2.	Tender will be received by under signed	19-01-2021	10.00AM	20-01-2021	1.00PM-
				Office of the Superintendent, Gauhati Medical College Hospital, Guwahati-32	
3.	Technical Bid Opening	20-01-2021	2.00 PM		

**1. Brief Schedule**

Sl No.	Description (Name of the Tender)	Bid Security (E.M.D.)	Delivery/ Installation schedule/ Completion period	Tender fees in Rs.	Eligibility
1.	Supply of Essential Items for various Department/Labs/OTs, GMCH, Guwahati.	20,000/- (Twenty thousand only)	15 days,	Rs.1000/-	Manufacturer/ accredited Dealer

All other relevant information and the detailed Bid Documents are available on website [www.gmchassam.gov.in](http://www.gmchassam.gov.in) and can be viewed from 09-01-2021. Bidders may also download the bid documents from the dedicated website and submit the bid against a demand draft amounting Rs. 1000/- (Non refundable) (One Thousand) only drawn in favour of the Member Secretary, Hospital Management Society, GMCH, Guwahati-781032.

Superintendent cum Member Secretary,  
HMS, Gauhati Medical College Hospital,  
Guwahati-32

**Memo No. MCH/HMS/ARC/2016-17/170/Pt.-XII/ 21 - A**,  
Copy forwarded for information to:-

Dated: 08 -01-2021

1. The Director of Medical Education, Sixmile, Khnapara, Guwahati-22
2. The Principal -cum -Chief Superintendent & Chairman, Ex. Committee, HMS, GMCH.
3. The Director of Information & Public Relation of Assam with the request to publish the Notice Inviting Tender in 2 (two) widely circulate News Papers of Assam.
4. The F& AO, GMCH, Guwahati-32
5. Notice Board, website: [www.gmchassam.gov.in](http://www.gmchassam.gov.in)
6. Office file.

Superintendent cum Member Secretary,  
HMS, Gauhati Medical College Hospital,  
Guwahati-32

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**ANNEXURE-I**

List of essential items for various Department, Labs, OTs of GMCH.

Sl No.	Name of items	Pack size
<b>For CCL Biochemistry,GMCH</b>		
1	a. Adazyme	Each 25ml
	b. Adazyme control level-1	Each 1ml
	c. Adazyme control level-2	Each 1ml
<b>For Bacteriology section Microbiology Deptt.GMCH</b>		
2	Hi Anaero Gas pack	Each 1.5L Ref.No.LE002F(Himedia)
3	Fluid Thioglycollate	Medium w/0.05% SPS* LQ023A(Himedia) /bottle
4	Lugol's Iodine	500ml
<b>Accessories of Endoscopy OT Gastroenterology ,GMCH</b>		
5	CRE balloon	Per pc
6	Foreign body removal forceps	Per pc
7	Achalasia balloon	Per pc
8	APC probe UGI endoscopy	Per pc
9	APC probe colonoscopy	Per pc
<b>For 24-Hour Holter Monitoring system (H12+Mortara Instrument) in Cardiology Deptt., GMCH</b>		
10	Mortara Recoding Flash Card 24Hrs.	Per pc
11	Mortara 10Lead Holter cable	Per pc
12	50 pin USB Card reader	Per pc
<b>For Blood Bank,GMCH</b>		
13	a. Blood Bag	Single
	b. Blood Bag	Double
	c. Blood Bag	Paed
	d. Blood Bag	Quadruple
<b>For Cytology section,Pathology, GMCH</b>		
14	a.May Grunwald Solution	100ml(MERCK)
	b. May Grunwald Solution	125ml(MERCK)
15	AFB Stain kit	3 bottles in box (NOVA)
<b>For Central Medical Store,GMCH</b>		
16	Fumigating Agent	3 <sup>rd</sup> generation Saniquard SP
17	Body Bag	Per pc
<b>For Plasma sterilizer machine CTVS Deptt.,GMCH</b>		
18	Sterred 100NX cassettes	Code No.10144
19	Sterred 100S cassettes	Code No.10113
20	Tyvek Roll	Code No.12407
21	Tyvek Roll	Code No.12420
22	Cassettes collection 100NXAC	Code No.20227
<b>For Surgery OT,GMCH</b>		
23	a. Clip Applicator	Per box of 300 Sija Clip for Laparoscopy
	b.Clip Applicator	Per box of 400 Sija Clip for Laparoscopy
24	Bipolar Meriland	Standard size for Lap.per pc
25	Bipolar forceps	Standard size for Lap.per pc
	a.Trocar Canula	10mm per pc (Laparoscopy Standard size)
	b.Trocar Canula	12 mm per pc (Laparoscopy Standard size)
	c.Trocar Canula	5mm per pc (Laparoscopy Standard size)
26	Monopolar cable	Standard for Lap. per pc
27	Selicon pipe	Standard for Lap. per pc
28	L-Hook	Standard for Lap. per pc
29	Skin Retractor	Langenbeck type. Per pc
30	Veress Needle	Standard for Lap. Per pc

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**Annexure –II [Format for Technical Bid]**

Sl No.	Name of Item	Make Model	Pack Size	Technical Specification (If any)

**Annexure –III [Document required for Technical Bid]**

Sl No	Name of the Firm	Documents Required	Submitted or Not	Remarks
1	.....	<ol style="list-style-type: none"> <li>1. Valid Trade License of local municipal body/GMC</li> <li>2. Valid GST Registration</li> <li>3. Valid Drug License</li> <li>4. Copy of ITR for last 3 years (i.e. 2017-18, 2018-19 &amp; 2019-20)</li> <li>5. Performance certificate (previously supplied in Govt. Institution) including copies of supply order in favour of bidder.</li> <li>6. Court fees of Rs. 8.25</li> <li>7. EMD amounting to Rs. 20,000.00</li> <li>8. Tender Fee Rs. 1000.00</li> <li>9. Product Catalogue, latest printed Company price list and Technical specification of quoted items.</li> <li>10. ISO 13485 certificates CE/CLIS/USFDA against each item quoted &amp; required WHO certificate (whatever applicable)</li> <li>11. An undertaking to the effect that the company /firm /distributor is not blacklisted</li> <li>12. An Undertaking for unconditional acceptances of the terms &amp; conditions of the Bid Documents on the letter head of the firm.</li> <li>13. Separate envelope for both technical and price bid.</li> </ol>		

**Annexure –IV [Format for Price Bid]**

Sl No.	Name of Item	Make Model	Pack Size	Rate (Exclusive of GST)	Rate of GST (%)	Amount (Inclusive of GST)

*[Handwritten signature]*

**Terms & Conditions as follows:**

**For Supply of Essential Items for various Department/Lab/OTs, HMS, GMCH, Guwahati.**


1. The envelope containing the tender as well as subsequent communications should be addressed and delivered to :

**The Superintendent cum Member Secretary, HMS,  
Gauhati Medical College Hospital,  
Guwahati-781032**

All communications must be addressed to the officer named above by title only and not by name.

2. Copy of Registration certificate, a copy of GST number along with last three years (i.e. 2017-18, 2018-19 & 2019-20) income tax clearance certificate should be attached with the technical bid.
3. Conditionals & telegraphic tenders shall not be accepted at any cost.
4. An undertaking to the effect that the company /firm /distributor is not blacklisted should be attached with the tender.
5. The rates should be quoted at inclusive of GST mentioning the rate of GST. All tenders/quotations will be deemed to be for F.O.R. (Free on Road) destination at Gauhati Medical College Hospital, Guwahati including packing forwarding and insurance charges and not be ex-work, ex-godown, ex-miles etc.
6. A person signing the tender form or any other document forming the part of the contract on behalf of another shall be deemed to warranty that he has the authority to bind such other and if on the enquiry it appears that the person so signing had no authority to do so, the purchaser may without prejudice to other civil and criminal remedies against the contract, hold the signatory liable for all costs and damages and forfeit earnest money.
7. The tenders must be submitted in two parts (i) Technical bid (ii) financial bid separately. All documents required as per terms and conditions should be enclosed with technical bid only. Tenders not received in specified manner will be rejected. Separate quotation for each quoted item is required to be submitted.
8. Bid Guarantee and Security
  - (a) The tender must be accompanied with refundable earnest money of **Rs. 20,000/- (Rupees twenty thousand)** only in a lump sum amount in the form of Demand Draft/Banker's Cheque/Fixed Deposit receipt in favour of the "**Member Secretary, Hospital Management Society, Gauhati Medical College Hospital, Guwahati**". Earnest money in other form will not be accepted. Bids not accompanied by earnest money as stated above or less than the amount stipulated. Bids not accompanied by earnest money as stated above or less than the amount stipulated above shall be summarily rejected.
  - (b) Earnest money /security deposit any other sums of the Tenders lying with the Gauhati Medical College Hospital, Guwahati in connection with any other tender /case will not be considered against this tender.
  - (c) The successful bidder shall be required to furnish performance Security of **Rs. 20, 000/- (Rupees twenty thousand)** only by the firm in the form of fixed deposit Receipt duly hypothecated in favour of Member Secretary, HMS, GMCH. The performance security will be forfeited on the gross violations of tender norms by the successful bidders.
  - (d) Performance security is compulsory and will have to be deposited by each successful bidder.
  - (e) Earnest money deposited by unsuccessful bidder will be refunded after completion of performance security.



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- (f) In case the successful bidder is found in breach of any condition/tender at any stage, legal action as per rules/law shall be forfeited after giving proper opportunity through show cause notice.
9. In case where full specification are not incorporated in the inquiry or where alternative specification required for by the suppliers own specifications should be stated in full for the articles quoted for. Any illustrative literature available duly stamped and signed should also be accompanied with tender. For such conditional tender, the decision of the hospital authority in this regard (accept or reject) shall be final and binding on all.
10. The maximum delivery period from the date of placing the order should be specified. There after this institute will be forced to charge 5% of the cost of items per week as penalty till receipt of the materials.
11. All quotation /tenders should be deemed **valid for at least 01 (one) year** or till the finalization of new tender whichever is earlier subject sole discretion of authority of GMCH.
12. Any request for increase in the approved rates will not be entertained for any reason for the contract period for any reason and the items required to be supplied by the contractor should strictly be in accordance with the sample approved.
13. The inspection for the goods will be carried out by the consignee at destination & rejected goods will have to be removed by you within 10 days of dispatch of advice from the undersigned failing which goods will live at your own risk (i) the rejected goods must be replaced by you **within 10 days of the dispatch** by consignee of registered notice intimating that goods have been rejected failing which the consignee will make risk purchase without any further reference to you (ii) If you claim that the goods supplied by you are strictly accordingly to the approved samples you may file the appeal with the Chairman where such appeal has been field the consignee with holding the goods with him till the final decision of Chairman Purchase Committee.
14. The supply must be completed satisfactory within the stipulated period, failing which the Store Purchase Officer/Chairman purchase committee reserve the right to purchase or allow the indenting officer to purchase goods at their risk provided that where goods were not supplied accordingly to the master pattern & not in accordance of the demand the indenting officer decides to retain the inferior goods.
15. The materials shall not be considered delivered until it is approved & received by the competent authority as defined from time to time by the purchase committee.
16. The rates shall not be finalized after exhibiting /demonstration of the materials, if required by the Technical Scrutiny Committee/Purchase Committee.
17. The Hospital authority reserves the right to reject any or all the bids or part or not to award the contract to the lowest bidder considering the samples. The decision of the hospital authority in this regard shall be final and binding on all.
18. If the price of the contracted articles is /are controlled by the Govt. the payment will in no case be allowed at higher rate than the quoted.
19. The quantity can be increased or decreased or all together abandoned as per the charged requirement of the department as well as availability of the funds.
20. Undersigned reserve the right to reject any or all the renders without assigning any reasons. GMCH does not pledge itself to accept the lowest or any other tender and reserve to itself the right of acceptance of the sole or any part of the tender or portion of the quantity offered and the Tenders shall be required to supply the same at rate quoted.
21. **Payment Schedule** : Payment will be made after receipt of the bill containing certificate from the concerned department that the items/materials has been supplied by the firm is fully up to their satisfaction and according their specifications and subject to availability of fund.
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22. TDS and other applicable taxes as per prevailing rates will be deducted at the time of making the payments.
23. No advance payment will be made any case.
24. Supply be made from the latest batch of production with the maximum lift period & original packing.
25. No revision in rate (On higher size) will not be accepted during the contract period.
26. No payment will be made for unsatisfactory supply.
27. Supply should be made in full the order and shortage will be procured on the risk & cost of the supplier.
28. Supply order will be placed at time to time according to requirement. The items are to be supplied at the site.
29. In case a proposal is accepted the firm shall sign an agreement with the while entry is to the rate contract.
30. While submitting the tender document the tender should specifically sign on each page of tender document.
31. The Hospital authority reserve to impose any other condition for regulating the contract in the public interest.
32. All disputes are subject to the jurisdiction of courts in Guwahati and agreement will be governed by and be construed in accordance with the laws of India.
33. **Interested Firms/Parties will have to submit unconditional acceptances to the above terms and conditions at the time of submission of the quotation on the letter head of the firm.**
34. The bidders who does not fulfill any of the above conditions and incomplete tenders are liable to be summarily rejected at the risk and cost of the bidder only and any further correspondence in this regard will not be entertained.

*Note:* Tenders must go through these and conditions very carefully and put his signature in token of acceptance of these terms and conditions. It is also made clear that no re-representation shall be considered after opening the financial bids except requiring any information by this office.

Superintendent cum Member Secretary, HMS  
Gauhati Medical College Hospital,  
Guwahati-32