

GOVT. OF ASSAM  
OFFICE OF THE SUPERINTENDENT::GAUHATI MEDICAL COLLEGE  
HOSPITAL, BHANGAGARH::GUWAHATI::32

NOTICE INVITING TENDER

Sealed tender affixing non- refundable court fee stamp of Rs. 8.25 (Rupees eight and twenty five paisa) are invited from reputed and experienced Govt. registered Firms/ Manpower Service Provider Firm/ Agency capable **For work no.1 Supply of Raw Material and Accessories required in the Work Shop (Repairing and assembles ) located in GMCH and For work no. 2: Supply of Manpower (Skilled & Fully Equipped) required in the Work Shop (Repairing and Assembles) located in GMCH**

The tender documents containing detailed information/ terms and conditions for the purpose can either be obtained from the Office of the Superintendent, from 22/06/2021 to 12/07/2021 during office hour with non-refundable payment of Rs. 2000.00 or may be downloaded from the Office of the website <http://www.gmchassam.gov.in>. Those who download the tender documents from the website should be enclosing the DD / bankers cheque of Rs. 2000.000 (nonrefundable) in favour of **Member Secretary, HMS, GMCH**. The tender documents are non- transferable.

**The last date and time of submission of tender is 02: 00pm 12/07/2021** and the tender will be opened on the same day at 03:00 pm in presence of the intending suppliers or their authorized representatives.

**The Date of Pre Bid Meeting will be held on 01/07/2021 at 02.00PM in office Chamber of the undersigned.**


Principal cum Chief Superintendent  
Gauhati Medical College & Hospital,  
Cum- Chairman, Ex- committee  
Hospital Management Society, GMCH  
Guwahati – 32

**Memo No.MCH/HMS/2021/240/13**

**D dated:21/06/2021**

Copy forwarded for information to:-

1. The Principal Secretary to the Govt. of Assam, Health & F.W. Deptt., Dispur, Ghy-06.
2. The Director of Medical Education, Sixmile, Khanapara, Ghy-22.
3. The Superintendent, GMCH cum Member Secretary, Ex Committee, Hospital Management Society, GMCH
4. The Director of Information & Public Relation of Assam, with the request to publish the Notice Inviting Tender in two widely circulated news papers of Assam.
5. Notice Board, GMCH.(GMCH website)
6. Office File.

  
Principal cum Chief Superintendent  
Gauhati Medical College & Hospital,  
Cum- Chairman, Ex- committee  
Hospital Management Society, GMCH  
Guwahati-32



## **Introduction:**

Gauhati Medical College and Hospital, the biggest health care facility in the North East India, often requires different kinds of/varieties of hospital and office furniture.

These furniture, in addition to being procured from different vendors, are also repaired and assembled in a self-owned workshop of GMCH, set up for this purpose exclusively.

In this regard/As such, GMCH authority, would like to invite Expression of Interest (EOI) from intended bidders for operating this workshop.

The space required for set up for the workshop, electrical power connection & Electricity and water supply will be provided free of cost by the GMCH authority.

Whereas the Bidder (for Work No.01) will supply the Raw Material and Accessories required in the Work Shop (Repairing and Assembles) and the Bidder (for Work No.02) Supply of Manpower and equipment required in the Work Shop.

This workshop will be involved in the repairing and assembling of the furniture (as per annex-III) under the supervision & direction of respective officials of GMCH as and when required.

## **Scope of Work & Bidders Responsibility:**

**For work no. 1: Supply of Raw Material and Accessories required in the Work Shop (Repairing and assembles ) located in GMCH**

1. The bidder will supply the required items/ materials at the workshop of GMCH as per supply order issued by Hospital authority (as per quality & quantity mentioned in the supply order).
2. The concern officials of GMCH on behalf on Hospital authority shall receive the items as per supply order.

**For work no. 2: Supply of Manpower (Skilled & Fully Equipped) required in the Work Shop (Repairing and Assembles) located in GMCH**

1. The bidder will provide the skilled and experienced Manpower (as per annex-iv) along with the required equipment (as per annex-ii) for repairing & assembling the furniture (both for hospital & office used). The Cost of repairing and Servicing of equipment will be borne by the bidder.
2. The space of workshop and supply electricity & water will be provided by Hospital authority at free of cost. Though electricity and water will be provided by the hospital authority, that's cannot be misuse or cannot be used in other than repairing and manufacturing works.
3. The fitting and carrying of furniture (from the respective department to workshop & vice-versa) will be carrying out the Manpower engaged by bidder.
4. Though the whole process of repairing & assembling of furniture will be conducted under the supervision of direction concern officials of Hospital, the service provider/the bidder should ensure the quality of works performed by them.
5. There must be accountable for proper utilization of raw materials and accessories provided by hospital authority.
6. Any kind of legal dues, Compensation for any undue occurrence, fringe benefit in respect of Man power engaged will be borne by bidder.



## General Terms and Conditions:

1. Tenders to be submitted in two separate envelopes (01.Technical Bid &02.Price Bid) which is to be enclosed in a single sealed packet (Specific for one works), otherwise the tender will not be accepted.
2. The cover containing the tender should be super scribed as the "Tender for Works No.01 .Supply of Raw Material and Accessories required in the Work Shop (Repairing and Assembles) located in GMCH and Tender for Works No.02 Supply of Manpower (Skilled & Fully Equipped) required in the Work Shop (Repairing and Assembles) located in GMCH .
3. The intend bidder can participate any one of the work ( i.e. Tender for Works No.01 & Tender for Works No.02) or can be participated tender for both the works. But the bidder must be submitted the bid separately for the works.
4. The bidder should have to Submit the EMD (Earnest Money Deposit) separately for both the works (i.e.Rs.200,000.00 for the **works No.01** and Rs.100,000.00 for the **works No.02** only in the form of FDR, Demand Draft of schedule Bank valid for one year pledged to " the Member Secretary ,Hospital Management Society. Bids received without Earnest money deposit (EMD) shall stand rejected.
5. The EMD submitted by Successful bidder will be converted as Performance Security.
6. The EMD submitted by Unsuccessful bidder will be refunded as soon as the bidding process will complete.
7. The breach of any terms & condition by the bidder will lead forfeiture of Performance Security/ Earnest Money Deposit.
8. The supply order (material and man power) will be placed as and when requirement arises and payment will be made subject to the availability of fund after observing all the formalities. Any claim for advance payment will not be entertained.
9. In the event of failure to supply the required items/ material and manpower as ordered in stipulated time, the order will be automatically cancelled and will invite forfeiture of the security deposit.
10. The rates shall be valid for a period of 01(one) year from the date of commence of the work and the period of validity may likely to be extended considering the performance of the bidder on preceding year.
11. Supplier has to be provided manpower as and when required after the receipt of work order.
12. Bidder should be single party, consortium will not be accepted.
13. The bidder is required to quote for the complete list of items. Partial quote are liable to be rejected.
14. The bidder should quote the rate at excluding of GST mentioning the rate of GST.(As per format given as annex-II)
15. Incomplete and defective tender shall not be accepted.
16. In case of holiday next working date and time will be the last submission time of tender.
17. The undersigned reserves the right to accept or reject any or all tender or part thereof without assigning any reason thereof and under no any circumstances, the undersigned is bound to accept the lowest rate of the tender.



18. The tender should be written neatly without cutting/ overwriting.
19. Price escalation will not allow in any case.
20. Canvassing in any form will make the tender liable to rejection.
21. Payment will be made subject to the availability of fund.
22. Tender or their authorized signatories must put signature in all the pages of the tender pages.
23. The Successful bidders have come with an agreement containing all term & Condition with the Hospital Authority for specific period of contract.
24. The breach of any terms & condition by the bidder will lead the legal action (including the forfeiture of Security deposit) by the Hospital Authority against the Contractor/ bidder.
25. All legal disputes shall be subject to jurisdiction of Guwahati High Court.

### **Special Terms & Condition & Eligibility Criteria of bidder**

**For work no.1-** Supply of Raw Material and Accessories required in the Work Shop (Repairing and assembles) located in GMCH

1. Bidder must have an experience of deal with the items/ materials for period not less than three (03) years.(Documentary evidence must be submitted)
2. Bidder must have the turnover of Rs. 20 lakhs for last 3 years in similar nature of business. .(Documentary evidence certified by Chartered Accountant must be submitted)
3. The bidder must have a sound financial strength (in this context the bidder must furnish financial credential certificate issued by any scheduled bank).

**For work no. 2-** Supply of Manpower (Skilled & Fully Equipped) required in the Work Shop (Repairing and Assembles) located in GMCH

1. Bidder must have an experience of repairing/ assembling of hospital furniture not less than 03 years (Required document (Work order, Work Completion Certificate) as evidence in this regard are to be submitted).
2. The bidder must have valid DIC registration in respect of repairing of furniture. .(copy to be enclosed)
3. The bidder must have valid labour license.(copy to be enclosed)
4. The bidder must have fully equipped (as per annex-ii). In this context the bidder must submit an affidavit in notarized paper to ability to provide all the equipment as listed (as and when required).
5. The Manpower to be engaged by the bidder (in respect of welder & painters) must have valid skilled certificate issued by Govt. authorized agency).
6. The Manpower to be engaged by the bidder (in respect of welder & painters) must have experience in this sector for a period of not less than 03 years
7. Bidder must have the turnover of Rs. 20 lakhs for last 3 years in similar nature of business.(Certified copy of Chartered Accountant to be enclosed)
8. The bidder must have a sound financial strength (in this context the bidder must furnish financial credential certificate issued by any scheduled bank).

**Procedure of Selection ( How to Select Successful Bidder):**

**For work no. 1: Supply of Raw Material and Accessories required in the Work Shop (Repairing and assembles ) located in GMCH**

- A. The Lowest aggregate total of price bid of the items (SL.No.01 to Sl. No.45) as per format- Annex-I quoted by the bidder will be selected as successful (L<sub>1</sub>) Bidder.
- B. The selected successful bidder (L<sub>1</sub>) bidder shall supply the items at item wise L<sub>1</sub> (Lowest) rate (which will find out and fixed by comparative statement of price bid quoted by different bidder).

Note: All bidder should Quoted all the items in the list as per Annux-1 (otherwise the bid are summarily rejected).

**For work no. 2- Supply of Manpower (Skilled & Fully Equipped) required in the Work Shop (Repairing and Assembles) located in GMCH**

- A. The bidder should Quoted rate per working day basis for the manpower engaged by them.
- B The rent or hiring charge of the equipments to be used will be remained as hidden cost.
- c. The Lowest aggregate total rate quoted bidder will be considered as Successful Bidder.

**Note: Working day will be defined as per labour act.**

**Bidders Declaration:**

We have read the above terms & conditions of the contract and undertake to agree and abide by all the terms & conditions in case of award for work no. 1: Supply of Raw Material and Accessories required in the Work Shop (Repairing and assembles ) located in GMCH and for work no. 2- Supply of Manpower (Skilled & Fully Equipped) required in the Work Shop (Repairing and Assembles) located in GMCH to me.

Signature.....  
Name in full.....  
Address.....  
Mobile/ Tel no.....  
Tenderer/ Authorized Signatory of.....



**Annex -iv.****Required Man Power & Format of Price Bid.**

For work no. 2- Supply of Manpower (Skilled & Fully Equipped) required in the Work Shop (Repairing and Assembles) located in GMCH

No...

Dtd.....

Financial Year.....

**DETAILS OF WORKS**

<b>DETAILS OF WORKS</b>					
SL NO.	NAME OF WORK(S)	Required Unit	QUOTED RATE (Per Working Day/Per Person)		Total= Require Unit X Quotec Rate (Per Working Day/Per Person(Withou GST)
			With GST	Without GST	
1	Wielder(Skilled Category)	02 nos.			
2	Painter(Skilled Category)	01 nos.			
3	Helper(Unskilled Category)	04 nos.			

**Total Aggregate Total = Rs.**

Principal cum Chief Superintendent  
Gauhati Medical College & Hospital,  
Cum- Chairman, Ex- committee  
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Annexure- I: The list of required item submit materials and format of price bid for works no.1

Sl No.	Item Name with size	Unit	Rate without GST	Rate of GST	Rate with GST
1	MS Pipe Round	per kg			
	i. 1 1/2"				
	ii. 1"				
	iii. 3/4"				
	iv. 1/2"				
2	MS Bar	per kg			
	i. Square Bar 10 mm				
	ii. Square Bar 12 mm				
3	MS Pipe Square	per kg			
	i. 2" x 1"				
	ii. 1 1/2" x 1"				
	iii. 1 1/2" x 1 1/2"				
	iv. 2" x 2"				
	v. 1"				
	vi. 3/4"				
4	MS Sheet	per kg			
	i. 8' x 3' - 20g.				
	ii. 8' x 3' - 24g.				
	iii. 8' x 4' - 20g.				
	iv. 8' x 4' - 24g.				
	v. 8' x 3' - 18g.				
5	MS Flat	per kg			
	i. 20 x 3 mm				
	ii. 25 x 3 mm				
	iii. 25 x 5 mm				
	iv. 30 x 5 mm				
	v. 40 x 5 mm				
6	MS Angle	per kg			
	i. 25m x 25m x 5m				
	ii. 30 mm x 30 m x 5m				
	iii. 40 x 40 m x 5m				
	iv. 50 m x 50 m x 5m				
7	MS Rod				
	i. 10 mm plain				
	ii. 12 mm plain				

8	Stainless Steel ,Round Pipe	per kg			
	i. 2"				
	ii. 1 1/2"				
	iii. 1"				
	iv. 3/4"				
	v. 1/2"				
9	Stainless Steel Rod	per kg			
	i) 12 mm				
	ii) 10 mm				
	iii) 8 mm				
	iv) 6 mm				
10	Stainless Steel Square Pipe	per kg			
	i. 1 1/2"				
	ii. 1"				
	iii. 3/4"				
	iv. 1/2"				
	v. 1" x 2"				
11	Stainless Steel Sheet	per kg			
	i) 20 g 8' x 4'				
	ii) 24 g 8' x 4'				
12	MS Steel Sheet	PER KG			
	i) 20 g 8' x 4'				
	ii) 24 g 8' x 4'				
13	Flat	per kg			
	i) 20 x 3				
	ii) 25 x 5				
	iii) 30 x 5				
14	Bed Lever	per pc			
	i. 16 mm 12" (pcs)				
	ii. 18 mm 12"				
	iii. 16 mm 18"				
15	Welding Rod	per pckt			
	i) SS- 10 nos.				
	ii) MS – 10 nos.				
16	Nut & Bolt	per kg			
	i) Cyclescrew 1/2"				
	ii) 1 1/2 mm 1"				
	iii) 2 mm 2"				



	iv) 3 mm 3"				
	v) 4 mm 4"				
	vi) Cycle Screw 1"				
	vii) Half thered Screw				
17	Buffer (Square/ Round )	per dozen			
	i. 1/2"				
	ii. 3/4 "				
	iii. 1"				
	iv. 1 1/2"				
	v. 2"				
18	Sand Paper	per pc			
	i. Iron Paper – 100				
	ii. Cloth – 150				
19	Bearing(pcs)	per pc			
	i. 1 1/2 "				
20	Wheel with clamp (pc)	per pc			
	i. 2"				
	ii. 4"				
	iii. 5" with Break				
	iv. 6"				
	v. 7"				
	vi. 8"				
	vii. 24" Spok type				
	viii. 26" Spok type				
21	Ball Bearing (100 nos)	per pckt			
	i. 6 mm				
	ii. 8 mm				
22	Excel(pc)	per pc			
	i. 7"				
	ii. 8"				
23	Cutting Wheel	per pc			
	i. 14"				
	ii. 4"				
24	Drill Bit	per pc			
	1 mm				
	2 mm				
	4 mm				
	6 mm				
	10 mm				

	12 mm				
25	Handle	per pc			
	i. D Type - 6"				
26	Door Closser	per pc			
	Godrej				
27	Almirah Lock	per pc			
	i) 75-65				
28	Paints Highgloss	per ltr			
	i. White				
	ii. Black				
	iii. Silver				
	iv. Hummer				
29	Brush	per pc			
	i. 2"				
	ii. 4"				
30	Tower Bolt Aluminium	per pc			
	i. 6"				
	i. 8"				
31	Table Lock	per pc			
32	Almirah Handle	per pc			
33	Grinding Wheel	per pc			
	i) 4"				
34	Shower Curtain	per pc			
35	Black Film 70%	per sq. ft.			
36	L drop	per pc			
	i) 10"				
	i) 12"				
37	Grease	per kg			
38	Lubricant	per ltr.			
39	Kerosen Oil	per ltr.			
40	Thiner	per ltr.			
41	Terpin	per ltr.			
42	Paste Filler	per kg			
43	Both side pre-laminated particle board for table top	per sq. ft.			
44	Stainless Steel Ginding Wheel				
	a. Flap Disc 4"	per pc			
	b. Polishing Disk 4"	per pc			



	c.Finishing Disk4"	per pc			
	d.Finishing Soap	per pc			
45	Both side pre-laminated particle board for table top	per sq. ft.			

## ANNEX-II

### LIST OF EQUIPMENTS TO BE EQUIPPED WITH THE MANPOWER ENGAGED BY BIDDER

For work no. 2- Supply of Manpower (Skilled & Fully Equipped) required in the Work Shop  
(Repairing and assembles) located in GMCH

1. (a) Welding Machine- 2 KW-..... 03 nos.  
(b) Smockless Welding Machine-2 KW--- 01nos.
2. (a) Cutting Machine ----01nos.  
(12" wheel cutting)  
(b) Cutting Machine  
Sheet Cutting – 4" wheel.....01 nos.
3. (a) Drill Machine  
Bench Drill 1 KW-----01 nos  
(b) Drill Machine (hand) 1 KW.....01 nos  
(c) Drill (Hamar) Machine (hand) 5 KW.....01 nos  
(d) Drill (Wall) Machine 1 KW.....01 nos
4. (a) Bending Machine (Electric) -----01 nos  
(Up to 2 1/2" 2 KW)  
(b) Bending Machine (Manual) -----01 nos  
(1/2" upto 2" (pipe bending)  
(c) Sheet Bending Machine (Manual) -----01 nos  
(Up to 4')
5. Grinding Machine-----a. Hand Grinding-----01nos  
b. Bench Grinding-----01 nos
6. Compressor Machine (Electric) -----01 nos  
16 kg compressor 2 KW (Painting)



**Annexure- III: The list of repairing & assembling furniture (for office & Hospital used)**

A. Hospital furniture		B. Office furniture	
SL NO.	ITEMS		
		1	Executive table
1	Hospital plain bed	2	Secretariat table
2	Semi fowler bed	3	Half Secretariat
3	Fowler bed	4	One drawer table
4	ICU bed	5	Table
5	Examination bed	6	Ex. chair
6	Examination coach	7	Arm chair
7	Attendent bed	8	Sofa sets
8	Instrument trolley	9	Almirah all type
9	Stracher with trolley	10	Steel filling cabinet
10	Oxygen trolley	11	Wheel chair
11	Medicine trolley	12	Wheel chair (fixed)
12	Dressing trolley	13	3 seater chair/ 4 seater/ 6 seater
13	Dressing trolley	14	Stool revolving
14	Saline stand	15	stool
15	Oxygen stand	16	Steel rack
16	Wash basin stand	17	Individual locker
17	Fedding table	18	Podium
18	Side screen	19	Table/ one drawer table
19	Bed side locker		
20	Blood collection chair		