

TENDER NO: HSFW/UIP-Tender /SNID/118/2022/ 1595

Dated 18/08/2022

TENDER PAPERS

Tender for SNID - Logistics & Stationery

**DIRECTORATE OF HEALTH SERVICES (FW), ASSAM
SWASTHYA BHAWAN, HENGERABARI, GUWAHATI-36**

SL. No.: _____

Issued to: _____

Date of Issue: ____/____/2022

Issued By: _____

Signature of the Concern Officer



DIRECTORATE OF HEALTH SERVICES (FW) ASSAM
Swasthya Bhawan, Hengrabari, Guwahati – 781036

Tender No. HSFW/UIP-Tender/SNID/118/2022/1595

Date: 18/08/2022

PRESS NOTICE FOR INVITING
Short Tender Notice

The Directorate of Health Services (FW), Assam invites sealed tender **affixing non-refundable Court Fee Stamp of Rs. 8.25** (Rupees eight and paise twenty five) only from interested & eligible firms for **“Supply of SNID – Logistic & Stationery”** for The Directorate of Health Services (FW) Assam, Swasthya Bhawan, Hengrabari, Guwahati – 781036.

The detailed tender document may be obtained from This Directorate of Health Services (FW) Assam, Swasthya Bhawan, Hengrabari, Guwahati – 781036 on working days from **19-08-2022** onwards.

An amount of **Rs. 1000 (Rupees One Thousand Only)** is to be paid as **Tender Document Fee (non-refundable)** in the form of Demand Draft drawn on any Nationalised/Scheduled Bank of India in favour of **“Director of Health Services (FW), Assam- PC&PNDT (REGISTRATION)”** payable at Guwahati at the time of collection of Tender document.

Tender are to be submitted in hard copy in a sealed cover super scribed as **“Tender for Supply of SNID Logistic & Stationery” UNDER DIRECTORATE OF HEALTH SERVICES (FW) ASSAM DUE ON or before 26th Aug’2022 11:00 AM** and addressed to The Director of Health Services (FW) Assam, Swasthya Bhawan, Hengrabari, Guwahati – 781036.

If the day of receiving tender, the office happen to be a holiday or non-working day, bandh etc. for an unforeseen reason, the next working day will be considered as last date (at the same time) of receiving the tender. The Directorate will not be responsible for any damage or lost in transit in case of delivery.

The technical bid will be opened on 26/08/2022 at 3:00 PM.

The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Schedule :

Date of Issue of Tender Paper : 19th Aug’2022

Last Date of collection of Tender Paper : 25th Aug’22

Pre Bid Meeting on : 22nd Aug’22 at 11 AM

Last Date of Submission of Tender Paper : 26th Aug’22 by 11:00 am.

Date & Time of opening of Tender : 26th Aug’22, at 3:00 pm

Sd/-

Director of Health Services (FW) Assam
Swasthya Bhawan, Hengrabari, Guwahati – 36

GENERAL TERMS AND CONDITIONS

TENDER No. HSFW/UIP-Tender/SNID/118/2022/

Dated ___/08/2022

- 1) Registered firms / agencies having valid GST, Pan Card with experience in dealing and supplying the specified items to Govt./ Semi Govt. Department.
- 2) Intending Bidder/ Firms/ Agency should possess valid authorisation/ Dealership from reputed original manufacturer of specified item to supply and deal with the items.
- 3) The intending Bidder/ Firms/ Agency should have an Annual Average turnover of Rs.30 lakhs in the last three FY (2018-2021 or 2019-22).
- 4) Work order / Supply orders attested by authorised signatories of Bidder/ firm/agency specifying the details of the item/ value of the item supplied in during last 3 years to be submitted.
- 5) Annual turnover statement for the last three financial years (2018-21 or 2019-22) in the specified format (at Annexure-I) certified by approved chartered Accountant must be submitted by the Tenderers.
- 6) All tender must be accompanied by earnest money as specified against the item and court fee stamp as mentioned in the tender notice, failing which the tender will be summarily rejected.
- 7) The earnest money deposited (EMD) shall be retained till finalization of the tender but shall not carry any interest. The successful tenderer may adjust the EMD to performance security – (security deposit) if they so desire. The EMD of the unsuccessful tenderers will be released within 21 days after finalization of tender.
- 8) The successful tenderer will have to execute an agreement with DHS (FW), Assam and deposit the performance security at the rate of 3% of order value of the item in the form of Bank Draft, Demand Draft, Fixed Deposit, TDR from any nationalized bank, duly pledged in favour of “**Director of Health Services (FW), Assam- PC&PNDT (REGISTRATION)**”, payable at Guwahati. If the successful tenderer fails to execute the Agreement or fails to deposit the performance security within 7 days or withdraws his tender within the validity period of the tender, the EMD shall be forfeited.
- 9) The tender papers prepared by tenderer must be signed by the tenderer in all the pages with seal. In the event that any tenderer submits false information in their bid documents, the tender will be summarily rejected and their EMD will stand forfeited. No counter proposal will be accepted. Conditional tenders will be rejected.
- 10) The rates are to be quoted both in figures and words in price bid only, excluding all taxes etc. as applicable for the items. If any discrepancy is found between amount expressed in words and figure, the amount in words will prevail.
- 11) The tenders will be scrutinized by the Tender Evaluation Committee to determine whether they are complete and meet the essential and important requirements etc. as prescribed in the tender documents. The tender which do not meet the specified requirements is liable to be treated as non-responsive and shall be summarily rejected.
- 12) The tenderer must submit the samples of the items/ materials alongwith tender paper as per specification shown in the tender paper of the items quoted by each firm, free of cost.
- 13) DHS (FW), Assam is not bound to accept the lowest price.
- 14) Price quoted should be (basic price) exclusive of all taxes per unit (not in per hundred per thousand and so on (Basic price only) and indicate the GST % separately against each items.

- 15) The bidder shall submit the following documents along with their tenders:-
 - a) Valid Firm Registration certificate from competent Authority.
 - b) Dealership Certificate / Authorization letter (Where applicable) with reference to this Tender number specifically.
 - c) Copy of Income Tax return certificate for last three financial years 2018 - 19 , 2019- 20 and 2020-2021(or 2019-20,2020-21,2021-22) certified by registered CA.
 - d) Copies of PAN Card, GST registration Certificate duly self attested.
 - e) Up to date GSTR- 3B Return Acknowledgement Receipt (online copy) issued by GSTIN Authority
 - f) Literature/Catalogue/Leaflet/Folder etc. in support of the quoted items (where applicable).
 - g) GMP/ISI/ BIS/CE/FDA/WHO-PQS OR OTHERS Standards quality assurance certificate against items quoted where required
 - h) Manufacturer's authorization letter (where applicable).
- 16)
 - i) The Director of Health Services (FW), Assam reserves the right to accept in part or in full of any tender or reject any or more tenders without assigning any reason thereof.
 - ii) The Director of Health Services (FW), Assam is not binding to accept the lowest quoted rate.

Technical Bid Cover i.e. COVER-A

- The tenderer shall furnish the technical bid with the following in a separate sealed cover super scribed on the cover as "**COVER-A Technical bid for SNID Logistics & Stationary**"
 - 1) Earnest money deposit as mentioned in the "**Specification Format**" shown against each item.
 - 2) Court fee stamp as mentioned in the tender notice.
 - 3) Duly attested photocopies of up to date renewal of Trade license/ Registered Certificate of Firm/ Company/ traders/ Court document of formation of the firm etc. (where applicable)
 - 4) Annual turnover statement for the last 3 financial years (2018-21 or 2019-22) supported by statement of Concurrent Commitment in the specified format duly certified by Chartered Accountant.**(Annexure-I)**
 - 5) Duly self attested photo copy of the PAN card and GST Registration Certificate (as applicable).
 - 6) An Undertaking of Declaration **(Annexure II)**
 - 7) An Undertaking in the prescribed form at confirming acceptance /agreed of all terms and Condition of the tender with seal and signature of the tenderer.**(Annexure-III)**
 - 8) An Undertaking in the prescribed form at **ANNEXURE IV**, confirming Fraud and Corruption
 - 9) An undertaking in the prescribed form at **ANNEXURE - V**, confirming not being black listed by any Govt. Organization.
 - 10) Manufacture Authorization letter / Dealership Certificate of the item(**ANNEXURE- VI-A & ANNEXURE VI-B**)(where applicable).
 - 11) The technical details of the item quoted shall be furnished in **(Annexure VII)**, but shall not Indicate price of the item.
 - 12) Form of Agreement (**ANNEXURE - VIII**)
 - 13) Experience of the Bidder **(ANNEXURE-IX)**

Financial Bid Cover i.e Cover - B

- The tenderer shall furnish the financial bid with the following in a separate sealed cover super scribed on the cover as "**COVER-B Financial bid for SNID Logistics & Stationary**"
 - 14) Price Bid Format **(ANNEXURE-X)**.

Price bid cover i.e COVER-„B“

Only the offline submission of the price bid (BOQ) will be accepted.

Both the technical bids & financial bid in individual sealed cover are to be placed inside sealed cover and superscribes as Cover C:“Tender for Supply of SNID – Logistic & Stationery”

Tenderer should note that:-

For rates, basic price to be quoted excluding all taxes, ex-works applicable for the items and rates to be quoted both in figure and words. The rates quoted per unit shall be including standard packing cost.

Opening of Tenders

- 1) **Cover “A”** Subscribed as Technical bid for SNID – Logistic & Stationery shall be opened at the office of the Director of Health Services (FW), Assam on the date and time specified by the tender committee constituted by DHS(FW), Assam .
- 2) **Cover “B”** Subscribed as Price bids for SNID – Logistic & Stationery shall only be opened for technically qualified tenderer (based on evaluation on the details furnished in Cover A) by the tender committee.

The date and time of opening of Price bid (**Cover “B”**) shall be intimated to the eligible/shortlisted bidders well in advance.

- 3) The price bid (**cover “B”**) for SNID – Logistic & Stationery **shall not be opened** for technically disqualified tenderer and the price bid (Cover-B) will be treated as cancelled.
- 4) Before acceptance of technical bid the tender committee may verify the original documents for validation of documents submitted.
- 5) Third cover(Containing Cover A &Cover B) should be superscribed as **“COVER _C”** “Tender for Supply of SNID – Logistic & Stationery” and Tender number in each of the Cover A, B &C.
- 6) Samples of the item will be examined for the technically qualified tenderers, before opening of Price Bid.

Validity of Tender

The validity of tender of the successful bidders shall be for One year from the date of acceptance of tender and may be extended upto 31st March’2024. The successful bidders are bound to supply the items at the approved rates during this period.

Agreement

The successful bidder shall execute an agreement on non judicial stamp paper of Rs.100/- (stamp duty to be paid by the bidder) within 7 days from the date of acceptance of the Bid.

Security Deposit (Performance Security)

On receipt of supply order by the successful bidder, they are required to submit Security Deposit amounting Rs. 3% of the order value within 7days in the form of Bank Draft/Demand Draft and Fixed Deposit/ TDR in favour **“Director of Health Services (FW),Assam- PC&PNDT (REGISTRATION)”** valid for a period of 2 (Two) years from the date of accepting the order. If the supplier fails to execute the order or fail to perform the services as per agreed terms & condition or any other penal action, the bank draft/ Demand Draft/Fixed deposit will be forfeited. On successful completion of the supply/contract the TDR/DD/BD/FD will be returned to the approved tenderer on due date after expiry of the validity of the tender.

Communications

All Notice or communication relating to or arising out of this agreement or any of the terms thereof shall be considered duly served on or given to the bidder or left at his premises, place of business or by email and telephone.

Annulment of the award/forfeiture of Security deposit and fresh award

Failure of the successful bidder to comply with the requirements of signing of contract agreement/ supply agreement or submission of performance security within the time schedule as stipulated above shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security. Under such circumstances a proposal may be offered to the next technically qualified bidder or go for a fresh bid depending on the circumstances.

Tentative Quantity

The quantity will be decided as per requirement on the basis of requisition as required time to time within the validity period of the tender.

Inspection and Quality Assurance

The purchaser/or his representatives authorized by him has the right to inspect the manufacturing facilities of those who have quoted or whose items have been quoted for this tender before accepting their rates or before awarding the contract/supply or at any point of time during the continuance of the tender and has also the right to reject the tender and not to re-order based on facts brought out during such inspections.

Penalty

As the specified items are intended to be used for SNID fixed on 18th September 2022, the successful bidder will have to deliver the items within 10 days of issuance of work order.

- 1) Non performance of the contract/supply provisions shall make the successful bidder liable for disqualification to participate in any tender for the next 3 years, in addition to forfeiture of EMD and performance security and any other action including financial penalty which will be a part of the work order.

Adjudication / Review Board

Any dispute arising out of or during execution of the contract/supply shall be settled through mutual agreement otherwise the matter will be forwarded to Govt. for decision.

Laws Governing the Contract and Jurisdiction

The contract/supply shall be governed by the laws in force in India. In the event of any dispute arising out of the tender such dispute would be subject to the jurisdiction of the Civil Court within the city of Guwahati, Kamrup(M), District.

1. Technical Evaluation Score :

Technical bid evaluation will be completed and sample will be verified prior to any financial bid is being opened. Any condition of the Bidders sent along with the bids, if any, shall not be binding on DHS (FW) and liable to be rejected.

Bids shall be evaluated on a Quality based on :

- Bidder's experience in the similar assignment within last 3 years.
- Average annual Turnover for the last three FY (2018-21 or 2019-22)
- Verification of the samples for the technically qualified bidder .
- Opening of the price bid for the item of short listed bidder.

Technical Scoring for tender of the item required urgently for SNID-18th Sept'2022

Name of the tender package	Sl. No	Name of SNID Item	Bidder Experience in last 3 years based of Annexure-IX (2018-2021 or 2019-2022) – Full Marks -60						Average Annual Turn Over for the last three years 2018-2021 or 2019-2022 Full Marks-40						TOTAL Marks :100			
			Upto work order value (Rs. in lakhs)	Max. Marks	Upto Work order value (Rs. in lakhs)	Max. Marks	Upto Work order value (Rs. in lakhs)	Max. Marks	Average Annual Turn Over > = 60 lakhs	Max. Marks	Average Annual Turn Over >=50 to <60 lakhs	Max. Marks	Average Annual Turn Over >=30 to <50 lakhs	Max. Marks				
			SNID-Logistic	1	Indelible Ink Polio Marker Pen	20.00	60	15.00	40	10.00	20	60	40	50		30	30	20
2	Chalk Pencils (30 sticks / pkt)	10.00	6.00	4.00														
3	Vial Opener	10.00	6.00	4.00														

2. Evaluation and comparison of bids

Technical bid evaluation will be completed prior to any financial bid is being opened. Any condition of the Bidders sent along with the bids, if any, shall not be binding on DHS (FW) and liable to be rejected.

Bids shall be evaluated on a Quality and Cost Based Selection (QCBS) basis. Bids shall be ranked according to their combined technical score (St) and financial score (Sf) Based on 70% weightage on technical score and 30% weightage on Financial score.

Contract will be awarded to the Bidder scoring highest Final Score (S). In the event of Final Score (S) of two or more bidders are tied, then the bidder scoring more in the technical evaluation will be awarded the contract.

Technical Bid Evaluation: The cut-off marks for short-listing based on the technical evaluation is 70% of total marks. Based on the bid evaluation, only technically qualified Bidders scoring equal to or more than cut-off marks shall be short-listed for evaluating their financials bids. Consequent on evaluation, if less than two Bidders qualifies the technical evaluation, the authority at its discretion may relax the norms for technical evaluation.

Financial Bid Evaluation: Financial bids of only the short-listed Bidders shall be opened. A date, time and venue will be notified for opening of Financial Bids. The lowest evaluated financial quote (Fm) will be given the maximum financial score of 100 (One Hundred) points. The financial scores (Sf) of the other Financial Proposals will be computed as per the formula: $Sf = 100 \times Fm/F$, in which Sf is the financial score, Fm is the lowest financial quote and F is the financial quote under consideration. Total amount in Annexure-X (Price Bid) will be the financial quoted rate.

The rates mentioned in the financial bid are to be mentioned in words as well as in figures. In case of any deviation, the rate quoted in words will be accepted. It is not a binding on DHS (FW) to accept the lowest rate.

Model Final Evaluation (for reference only)

Sl. No.	Name of bidder	Technical score (St)	70% of St (X)	Samples Verified	Financial rate quoted (F)	Lowest financial rate quoted (Fm)	Financial score calculated on 100 points (Sf) ($Sf=100 \times Fm/F$)	30% of Sf (Y)	Total score (S) = (X+Y)	Rank
1	A	70.00	49.00	OK	Rs.11.00	Rs.9.00	81.81	24.54	73.04	H3
2	B	70.00	49.00	OK	Rs. 9.00		100	3.00	79.00	H2
3	C	100.00	70.00	OK	Rs.10.00		90.00	27.00	97.00	H1
4	D	60.00	N.Q	-	Not Qualified					

Contract will be awarded to the H1 Bidder (Securing highest marks) based on QCBS norms subject to satisfactory quality of the sample provided.

CHECK LIST

For COVER A: Technical Bid

Name of the Bidder: _____

TENDER No. HSFW/UIP-Tender/SNID/118/2022/_____

Dated __/____/2022

Sl. No.	Item	Page No.	Yes	No
1	Court Fee Stamp/IPO affixed Furnished Tender Fee in the form of DD			
2	EMD in the form of FD/TDR/Banker"s Cheque or BG furnished			
3	Documentary evidence for the Constitution of the company			
4	Manufacturing /Trading License issued by the competent Licensing Authority for supply the product quoted			
5	Notarised Power of Attorney where necessary			
6	Manufacturer's Authorization as per Annexure VI			
7	Declaration as per prescribed Formats			
8	Annual turnover statement of last 3 Financial years certified by CA or copy of the Audited Profit and Loss A/C for last 3 F.Y.(2018-21 or 2019-22)			
9	Performance /Experience Certificate Statement as per Annexure IV			
10	Quality Certificate as required			
11	Attested photocopy of PAN Card issued by Income Tax Department and GST Registration Certificate.			
12	Up to Date GSTR- 3B Return Acknowledgement Receipt issued by GSTIN Authority			
13	Income Tax Clearance Certificate for the Financial year 2018-19 , 2019-20, 2020 -21 or 2019-2022			
14	Item quoted (Annexure - VII)			
15	Undertaking on Fraud & Corruption as per Annexure IV			
16	Agreed Terms & Conditions as per Annexure- III			
17	Seal and signature on each page			
Sl. No.	Cover B			
18	Price Bid - BOQ (quoted offline only to letter head of the Firm both in figure and word) as per Annexure- X			

Signature:

Name & Designation:

Date:

Name & Address of the Firm:

Seal:

ANNUAL TURN OVER STATEMENT

The Annual Turnover of M/s _____, Address: _____
 _____ for the past three years is as below:

Sl. No.	Financial Year (last 3 years)	Turn Over in Lakhs (INR)
1	2018 - 19	
2	2019 - 2020	
3	2020 -2021	
4	2021-2022	

Total Turnover (in last three years) = INR _____ Lakhs

Average Turnover per Annum (2018- 2021) = INR _____ Lakhs

or

Average Turnover per Annum (2019- 2022) = INR _____ Lakhs

Certified that statement above is true and correct.

Date:

Seal:

Signature of Chartered Accountant
 Reg. No _____

UDIN: _____

DECLARATION

To,
The Director of Health Services (FW), Assam
Swasthya Bhawan, Hengerabari, Guwahati-36, Assam

TENDER No. HSFW/UIP-Tender/SNID/118/2022/_____

Dated ___/ 08/2022

For Supply of _____

Sir/Madam,

1. I, Shri _____, on behalf of M/s _____ having registered office at _____, do hereby declare that I have gone through the term and conditions mentioned for the above and undertake to comply with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for acceptance for a period of one year from date of fixation of rate.
2. I/we undersigned hereby bind myself/ourselves to the Office of _____ to supply _____. The rates quoted by me/us for the items tendered for are specified against each.
3. The articles shall be strictly as per specification and of the best quality as per requirement of the purchaser. The decision of the Director of Health Services (FW) (Hereinafter called the said purchaser) as regard to the quality and specification of Articles shall be final and binding on me/us.
4. I / We agree to accept the amount of the bill to be paid by the purchaser after completion of all formalities and should any amount of the bill found by the purchaser/auditors to have been over-paid; the amount so found shall be refunded by me/us.
5. I / We hereby undertake to supply the items during the validity of the tender as per direction given in supply order within the stipulated period.
6. The tender inviting authority has the right to accept or reject any of all the tenders without assigning any reason.
7. I/We understand the terms and conditions of the contract and bind myself/ourselves to abide by them.
8. I / We hereby declare that there is no vigilance/CBI or court case pending against us at the moment.
9. I/We agree to provide after sales service of any equipment provided by us as and when required.

Signature:

Name & Designation:

Date:

Name & Address of the Firm:

Seal:

AGREED TERMS & CONDITIONS

TENDER No. HSFW/UIP-Tender/SNID/118/2022/_____

Dated ___/ 08/2022

A. Details of Bidder

Bidder Name:_____ Offer Ref:_____

Contact Person:_____ Telephone No : _____

Signature:_____ Fax No:_____ E-mail : _____

B. Definitions

1. **“Purchaser”** means the Director of Health Services (Family Welfare), Assam or his authorized Representative.
2. **“Bidder”** means a person or firm or company who has made an offer for supply of goods and /or service as per tender.
3. **“Vendor”** or **“Supplier”** means a person or firm or company, to whom the order is addressed for supply of goods and /or services.
4. **“Site”** means the premises of the purchaser or any other place as decided by the Purchaser.

NOTE: The questionnaire below must be duly filled in and should be enclosed with un-priced Technical Bid, (Cover A). Clauses confirmed here under should not be repeated. All commercial terms and conditions should be indicated in this format. If necessary, details including deviations to the terms and conditions of the bid document, if any, should be enclosed as annexure to this questionnaire.

Sl. No	Description	Bidder's Confirmation (Confirmed/Noted/Deviation furnished separately)
C. Technical		
1	Confirm that you meet the eligibility criteria as per bid document and have furnished relevant Documents.	
2	Confirm acceptance of Technical Specification and scope of supply as per Tender Document.	
3	In case of deviations, confirm that the same have been highlighted separately.	
4	Confirm that literature and technical data, wherever applicable, have been enclosed.	
5	Confirm that all certificates/ documents furnished	
6	Confirm that Earnest Money Deposit (EMD) as per bid document has been furnished in "Cover A"	
D. Commercial		
1	It is noted that any deviations to the commercial terms and conditions shall lead to loading of prices or rejection of offer.	
2	Confirm that the quoted landed price per item is inclusive of cost of containers, packing & forwarding charges, freight, insurance and all duties and taxes.	

3	Confirm furnishing of price break-up of each item showing basic price of item and Taxes on % age of basic price to arrive at landed price in D2 above.	
4	It is noted that the statutory variations in taxes and duties within the contractual delivery period shall be borne by the purchaser.	
5	If there is any variation or fresh imposition of Excise Duty at the time of supply due to various reasons, including turn-over, confirm that the same shall be borne by supplier.	
6	If clause 5 above is not acceptable, advice maximum possible rate of additional ED chargeable; this shall be loaded to your price.	
7	Confirm that in case any new or additional duties and taxes are imposed after the contractual delivery date due to delays attributable to the supplier the same shall be borne by the supplier. This will be in addition to Price Reduction for Delay in Delivery.	
8	Confirm acceptance of Price Reduction Schedule for delay in delivery @ 0.5% of delayed value of goods per week of delay or part thereof subject to maximum of 5% of the total order value.	
9	Confirm acceptance of Delivery Period as indicated under clause 15 of the bid document.	
10	Confirm acceptance of relevant payment terms specified in the bid document	
11	It is noted that delivery period, price reduction, termination etc are subject to Force Majeure Condition as stipulated in the bid document.	
12	Confirm that the quoted prices shall remain firm & fixed till complete execution of the order.	
13	<p>a) In case you are a manufacturer confirm that the prices quoted are not higher in any respect than MRP</p> <p>b) In case you are a dealer/ distributor / authorized agent, confirm that the prices quoted are as per manufacturer's price list with appropriate discount</p>	
14	Packing / forwarding, transportation, loading/ unloading and insurance are supplier's responsibility. However, to protect the items from physical damages and/or deterioration due to Weather during transit, supplier to ensure proper packing & handling arrangement. Please confirm compliance.	
15	Confirm that security deposit of 2% to 5 % (As per required in Order Copy) of the total order value in the form of a Bank Guarantee from a nationalized Bank shall be furnished, which will be valid for a period of 24 months from the date of order.	
16	Confirm acceptance of Part Order.	
17	Confirm acceptance of Repeat order within 12 months from the date of initial order at same price and terms & conditions.	

19	It is noted that the purchaser would disown any responsibility / liability towards irregularity, contravention or infringement of any statutory regulations including those of patent, on manufacture or supply of goods covered by the order.	
20	Terms & Conditions indicated in this format shall not be repeated in the bid. Terms & Conditions indicated elsewhere and contradicting those in this format shall be ignored. Confirm compliance.	
21	Confirm that you shall observe the highest standard of ethics during bidding and in case favoured with an order, the execution of the order will be completed, without resorting to any fraud, corruption and/or coercion.	
22	Confirm that the offer shall be valid for a period of atleast 180 days from the date of bid opening.	

Signature:

Name & Designation:

Date:

Name & Address of the Firm:

Seal:

UNDERTAKING ON FRAUD & CORRUPTION (By Manufacturer or By Bidder)

I/We M/s _____ do hereby undertaken that, in competing for (and if the award is made to us , in executing) the subject contract for supply of _____ under tender Reference no. _____ Dated _____ we shall strictly observe the laws against fraud and corruption in force in the Country.

Signature of proprietors/partner
Designation:
Seal:

UNDERTAKING

(To be submitted by Bidder as well as Manufacturer)

To,
The Director of Health Services (Family Welfare), Assam
Swasthya Bhawan, Hengerabari, Guwahati-781036

TENDER No. HSFW/UIP-Tender/SNID/118/2022/_____

Dated / 08/2022

For rate contract of: _____

We, _____ do hereby declare that presently we do not stand blacklisted by any Central or State Government organization or debarred from participating in tenders of such organization and are therefore eligible to participate in The Directorate of Health Services (Family Welfare), Assam

Tender No _____ Date _____ for rate contract of _____

Signature:
Designation:
Seal and Date:

UNDERTAKING

To be submitted by the Bidder (Dealer/Distributor as well as Manufacturer)
(where applicable)

To,
Director of Health Services (FW), Assam,
SwasthyaBhawan, Hengrabari, Guwahati-36

Tender No: _____
For Supply of _____

We, _____ do hereby declare that presently we do
Not Stand blacklisted by any Central or State Government organization or debarred from participating
In tenders of such organization and are therefore eligible to participate in Director of Health Services
(FW), Assam Tender No _____ Date _____ For supply of

SIGNATURE:
NAME & DESIGNATION:
DATE:
NAME & ADDRESS OF THE FIRM:

MANUFACTURER'S AUTHORIZATION FORM (where applicable)

Ref No: _____

Date: _____

To,
The Director of Health Services (Family Welfare), Assam
Swasthya Bhawan, Hengerabari, Guwahati-781036
Assam

TENDER No. HSFW/UIP-Tender/SNID/118/2022/_____

Dated ___/08/2022

Dear Sir/ Madam,

We _____ who are established and reputable manufacturers of _____ having factories at _____

Registered office at _____

Possessing manufacturing License No _____ Dated _____ Valid

up to _____ hereby Authorize _____

(Name and address of representative and firm), to submit a bid and subsequently negotiate and sign the contract with you against the above mentioned tender for the following items quoted.

- 1 _____
- 2 _____
- 3 _____

(Attach Separate sheet if necessary)

Signature:

Designation:

Seal and Date:

FOR COVER "A" - TECHNICAL BID

Name of Supplier: _____

TENDER No. HSFW/UIP-Tender/SNID/118/2022/____

Dated __/08/2022

A. List of Items / Articles Quoted without price

Sl. No.	Description of Item	Quantity (Unit)	Specifications	Name of Manufacturer & Address (if applicable)

Date:

Seal & Signature of Tenderer

Form of Agreement

THIS CONTRACT AGREEMENT is made
This _____ day of month _____ year _____

BETWEEN

(1)Name and Address of the Purchaser: _____

(2)Name and Address of the Supplier: _____

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz., [insert: brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [insert: contract price in words and figures] (hereinafter called "the Contract Price")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the Condition of Contract referred to.

2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and constructed as an integral part of the Contract:

- (a) This Contract Agreement
- (b) Special Conditions of Contract
- (c) General Conditions of Contract
- (d) Technical Requirements (including Technical Specifications)
- (e) The Supplier"s bid and original Price Schedules
- (f) The Purchaser"s Notification of Award
- (g) [Add here: any other documents]

3. In consideration of the payments to be made by the Purchaser to the Supplier as herein after mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

For and on behalf of the Purchaser

Signed: _____
In the capacity of [insert: title or other appropriate designation]
In the presence of _____

For and on behalf of the supplier

Signed: _____
In the capacity of [insert: title or other appropriate designation]
In the presence of _____

Experience (of the Bidder)

TENDER No. HSFW/UIP-Tender/SNID/118/2022/____

Dated __/08/2022

I/We M/s..... have supplied the following item/s of order value mentioned below.

Sl. No	Name and full address of the Client	Financial Year (FY) (within three years)	Name of the item supplied	Order Value (basic) in Rs.
1				
2				
3				

Note: Attested copy work orders from the Client must be submitted with the RFP document.

(Please use additional sheets if required, for different Clients)

SIGNATURE:

NAME & DESIGNATION:

DATE:

NAME & ADDRESS OF THE FIRM:

FOR COVER "A" – TECHNICAL BID

Name of Supplier:

Tender No.

A. List of Items / Articles.

Sl. No	Name of Item	Specification	Measure of Unit
1	Moulded White Chalk Pencils	Length: 78 mm Dia of pencil : 10 mm Wet per sticker: 5 gms Packing: 30Sticks per Box Manufacturer/Distributor/Dealership certificate required	Each Pkt.

EMD to be deposited : Rs. 10,000/- in favour of "Director of Health Services (FW), Assam-PC&PNDT (REGISTRATION)"

Date:

Signature of Tenderer:

Seal

FOR COVER "A" – TECHNICAL BID

Name of Supplier:

Tender No.

A. List of Items / Articles.

Sl. No	Name of Item	Specification	Unit of measure
1	Indelible Ink Polio Marker Pens	<p>The ink shall be based on dyes which shall not irritate the skin and cause any harmful effects. Quantity of Ink : 0.5ml The pH of the ink shall not be less than 1.0 and more than 3.0 when tested with a suitable pH meter Total Solid: 10g/100ml Colour of the Ink: Tinted Violet The marking made on the skin by the material, when exposed to air shall dry completely within 40 seconds and shall not smudge, pick up or smear when rubbed after drying and shall retain the marking after washing with water and soap. Quality: As per WHO guideline TIP : Bullet Tip Marking Capacity: 400 to 500 Marking with per Marker Pen Ink Content: Non Toxic and safe for children Pen Size: 130 mm Length and 10 mm Diameter Shelf Life: Minimum 90 Days. The material shall be packed in Box made of Card Board with 10 Nos. Marker Pen in each Box Each Box shall be marked with the following information: a) Name of the material and its colour; b) Volume in ml c) Indication of the source of manufacture d) Lot number or batch number in code or otherwise e) Date of manufacture. Laboratory Test Report (LTR) of the Item must be produced at the time of supply. Without LTR the consignment will not be received By the Authority. The Test should have been done by any Government Test House All Tests should be done as per BIS norms i.e IS:13209:1991 Manufacturer/Distributor/Dealership certificate required</p>	Each

EMD to be deposited : Rs. 25,000/- in favour of "Director of Health Services (FW), Assam-PC&PNDT (REGISTRATION)"

Date:

Signature of Tenderer:
Seal

FOR COVER "A" – TECHNICAL BID

Name of Supplier:

Tender No.

A. List of Items / Articles.

Sl. No	Name of Item	Specification	Unit of measure
1	Vial opener	Size : 40mm x 6mm The product should be safe to use and nonrustable materials.(SS-304G) Manufacturer/Distributor/Dealership certificate required	Each

EMD to be deposited : Rs. 10,000/- in favour of "Director of Health Services (FW), Assam-PC&PNDT (REGISTRATION)"

Date:

Signature of Tenderer:

Seal

FOR COVER "B" - Financial Bid

Name of Supplier: _____

TENDER No. HSFW/UIP-Tender/SNID/118/2022/____

Dated __/08/2022

A. List of Items / Articles and price quoted

Sl. No.	Description of Item	Specifications & Manufacturer if applicable	Measure of Unit	Price Quoted in word and Figure	GST percentage

Date:

Seal & Signature of Tenderer