



Government of West Bengal  
Office of the Medical Superintendent cum Vice Principal  
Maharaja Jitendra Narayan Medical College & Hospital  
(Previously Cooch Behar Govt. Medical College & Hospital)  
Silver Jubilee Road, Cooch Behar- 736101  
Email- [msvpcoochbehargmch@gmail.com](mailto:msvpcoochbehargmch@gmail.com)

NIT No. : MJNMCH/MSVP/151

Dated, Cooch Behar, the 11/01/2024

**ELECTRONIC TENDER (e-Tender) NOTICE for CONTINGENCY ITEMS**

An e-Tender is invited for supply of different types of Contingency Items Attached in Schedule-1) from the Reputed Firms/Agencies/Individuals (Experienced) by the Medical Superintendent cum Vice Principal, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar.

Intended bidders are requested to submit their bids through e-tender Portal ([www.wbtenders.gov.in](http://www.wbtenders.gov.in)) following by the terms & conditions of this NIT and as per the date schedule mentioned below:

The Medical Superintendent cum Vice Principal, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar having its office at Silver Jubilee Road, P.O. & Dist.- Cooch Behar, Pin-736101 is inviting e-Tender in Two Bid System for supply of different types of Contingency Items. The rate is to be quoted item wise as per BOQ.

The intending bidder will have to deposit Earnest Money amounting Rs. 40,000/- (Forty Thousand only) through the portal i.e. online and the copy of the receipt is to be given with the Technical Bid.

**General Instructions:**

The intending bidder may download the bid documents free of cost from [www.wbtenders.gov.in](http://www.wbtenders.gov.in) and Tender Notice from [www.wbhealth.gov.in](http://www.wbhealth.gov.in) / <https://coochbehargov.in>.

• **Time Schedules for the tender**

Sl. No.	Particulars	Date(s)
1	Date of Publishing N.I.T & Other documents online	13-01-2024 10:00 am
2	Online Document Download start date	13-01-2024 10:00 AM onwards
3	Online document Download End Date	30-01-2024 upto 05:00 pm
4	Bid submission start date	13-01-2024, 10:00 am onwards
5	Pre-bid meeting to be held at Office of the MSVP, MJNMCH, Cooch Behar	18-01-2024, 2:30 pm
6	Date for Submission of Earnest Money Deposit online	13-01-2024 to 30-01-2024 upto 5:00 pm
7	Bid submission End date	30-01-2024, 5:00 pm
8	Technical Bid opening date	01-02-2024, 5:00 pm
9	Date of online uploading list ofor Technically Qualified Bidders	To be notified later
10	Date of online opening of Financial Proposal	To be notified later

Medical Superintendent Cum Vice Principal  
M.J.N. Medical College & Hospital  
Cooch Behar

**TECHNICAL PROPOSAL:**

i. **Statutory Cover shall contain the following documents:**

a. **Tender Application Form:**

To,  
The Medical Superintendent cum Vice Principal,  
MJN Medical College & Hospital, Cooch Behar.

Ref: Your e-tender document No. ....

I/We, the undersigned have examined the entire e-tender document, including amendment/corrigendum number....., dated..... (if any)eligibly criteria, required documentations, terms & conditions etc. The receipt of which is hereby confirmed.

I/We now offer to supply and deliver the goods and/ or services in conformity with your above referred document for the sum (after less), as shown in the price schedule/Bill of Quantity attached herewith and made part of this bid.

I/We hereby declare that all data and documents submitted by us in our bid in this e-tender are genuine and true, to the best of our knowledge and belief.

If my/our bid is accepted, we undertake to supply the goods or service as per the specification, in accordance with the delivery schedule and terms and conditions, including amendment/ corrigendum if any.

I/We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred tender enquiry.

I/We confirm that we do not stand deregistered/banned/blacklisted by any Government Authorities/ Organization/ Institution/ local bodies etc in last two years.

Brief of court/legal cases pending, if any, are following:  
We would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by you to verify this statement.

I/We understand that the e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

(Name, designation, seal of Authorized person to sign bid for and on behalf of Bidder) (Signature with date)

  
Medical Superintendent Cum Vice Principal  
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b. All Technical Documents

ii. Non Statutory Cover will contain the following documents-

Sl. No.	Category Name	Details
1.	Certificate(s)	1. PAN, IT returns of Last Three F.Y. 2. Professional Tax Registration Certificate/ and deposited. 3. Challan for GST Registration along with copy of return filed for the last quarter.
2.	Company Detail(s)	1. Certificate of Incorporation/ Partnership Deed if any (*WA) 2. Updated Trade License/Enlistment of similar trade from the concerned authority. In case, Trade License is not updated, a copy of amount depositing receipt should have to be furnished. 3. Power of Attorney in favour of signatory of bid.(*WA)
3.	Credential	1. The Bidder should have Credential for supply of similar contingency minimum amounting Rs. 1,00,000/- in any Government sector. 2. Copy of Work Order and Payment Certificate of Purchaser is to be enclosed.
4.	Declaration	Audited Balance Sheet & Profit & Loss A/c of last 3 years i.e. 2020-21, 2021-22, 2022-23
5.	EMD	Earnest Money as specified above is to be deposited in favour of Rogi Kalyan Samiti, MJN Hospital, Cooch Behar.

N.B.: It is the responsibility of bidder to go through the e-tender document to ensure furnishing of all required documents in addition to above, if any.

• **FINANCIAL PROPOSAL:**

• **Opening of Tender**

The purchaser will open the bids after the specified date and time as indicated in the NIT. Authorized representatives of the bidders may attend the tender opening. The EMD for the said tender shall be evaluated first. The statutory papers will be examined and evaluated before evaluation of non-statutory documents. After this, the online price bids or financial bid of only the technically qualified bidders shall be opened for further evaluation.

• **Opening of Technical Proposals:**

Technical proposals will be opened by members of the Tender Evaluation Committee electronically from the e-tender website using their Digital Signature Certificates (DSCs). In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened. IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR e-TENDER BY THE BIDDER IN HIS TECHNICAL PROPOSAL, BUT NOT SUBMITTED OR IS FOUND TO BE DEFICIENT IN ANY MANNER AT ANY STAGE AFTER OPENING OF BID, THE BID MAY BE SUMMARILY REJECTED.

During evaluation, the Committee will examine the original documents as they are uploaded as e- tender documents. The date & time of such examination of documents will be notified later. If the said documents in original are not produced within the specified date & time, the bid proposals will be liable for rejection.

- The e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason at any stage of this e-tender process without assigning any reason.

  
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• **TERMS & CONDITIONS:**


1. Tender Selection Committee (TSC) reserves the right to accept or reject any tender of any part of the tender without assigning any reason whatsoever.
2. All bid documents (technical) should be signed/self-attested with seal by the bidder(s) in all pages.
3. Incomplete or bid with insufficient documents required for this NIT will be rejected.
4. Bidders must attend the Pre-Bid meeting on specific date & time as per the date & time schedule for any queries/ clarification. No queries /clarification will be entertained after opening of Technical Bid thereof. Bidder(s) also may remain present at the time of opening of technical bid.
5. The authority will check or test the quality of the Items of each part before finalization of Financial Bid. If any deviation found according to the specification, the authority has every right to cancel the total/part of the tender with forfeiting the security money & EMD.
6. The final amount reflects in the financial bid by the bidder(s) will be treated as inclusive of all taxes (direct or indirect) and all charges like cost of material,, all incidental charges, delivery etc. no further or extra charges/amount will be paid beyond the price quoted and approved in the said financial bid.
7. The applying Agency/Firm must be registered with PAN, I. Tax, IT return, & P.Tax of current validity.
8. The tendering authority has the liberty to ask for performance demonstration of any item before placing order for supply. In case of dissatisfaction, the authority will have the right to disapprove the offer of L1 bidder and go for the next bidder.
9. The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any Tenderer, shall be treated as cancelled. The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Tenderer will not be allowed.
10. The rate should be quoted in Indian Rupees for a particular brand or model / model no. of the offered item only as mentioned in the appropriate column of the 'Tender Form'. (Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model, model no. etc. The detail information regarding the manufacturer and the item quoted in the 'Tender Form' should be furnished.
11. The Bidder will undertake that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipment and the complete system for at least five years on a continuing basis. However, this does not relieve the supplier of any warranty obligations under the contract.
12. The machine/Instrument should be covered by free on-site comprehensive Warranty for at least two year after successful completion of installation. The tenderers are to quote for 3(there) years' comprehensive on-site warranty of entire system (including all spares & labour) after the date of completion of free warranty period. The CAMC charges for additional 3 years to be quoted in the BOQ should be in accordance with extant Govt. rules in this regard. (i) All faults appearing and their rectification shall be periodically advised to the Principal, MJNMCH, Cooch Behar, the period being not more than two weeks. (ii) Any lacuna or lacunae noticed in the functioning of the installation as a result of any design feature shall be rectified by the supplier free of cost within 72 hours of call log.
13. After sales service must be provided by the supplier, during and after warranty period of the equipment. Selected vendor will remain liable to attract penalty for violation of

machine downtime as per agreement. The selected vendor or his authorized servicemen has to attend the machine within 72 hours of Call Log.

14. Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser. (i) The installation, testing and commissioning of the proposed system shall be completed in accordance with the order. (ii) All items are to be delivered within four weeks from the date of placement of order. iv. In case of distributor, the firm should be direct distributor of manufacturing unit. **Sub-distributor authorization by distributor will not be accepted at all.**
15. **PENALTY FOR FURNISHING OF FRAUDULENT/ MISLEADING DOCUMENTS:** If during the tender process or at any stage during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money, forfeiture of Performance Bank Guarantee if enlisted as a supplier.
16. Before submitting the tender, the intending tenderers should thoroughly get acquainted themselves with the proposed supply and installation by local inspection of site and take into consideration the site condition and other criterion for effecting smooth supply. No claim whatsoever will be entertained afterwards.
17. **Only Manufacturers or authorized distributors are eligible for quoting.** The price is to be quoted in Indian Rupees including cost of insurance, packing, forwarding, freight charges, clearing charges and installation of the new instrument and exclusive of all taxes which are to be quoted separately in the BOQ. Agency commission is not permissible.
18. Copy of agreement between the manufacturer and the Distributor should be submitted (where bid is submitted by distributor)
19. Application in the prescribed format, duly filled in & signed in, should be submitted
20. Authorization letter of signatory from Company should be submitted
21. **Company details -**
22. Certificate of country of origin
23. Registration with Registrar of Companies
24. Manufacturing License
25. Import License with validity (for importers)
26. Manufacturer's guarantee (in case of distributors, to be obtained from manufacturer)
27. Lowest rate will be accepted among technically qualified bidders. In case of equal rate, draw of lots will be done.
28. After evaluation of technical bids, the financial bid of technically eligible/qualified bidders will be opened and finalized.
29. Before finalization of Finance Bid, samples are to be placed before the tender selection committee for verification & further process of Financial Bid.
30. **WITHDRAWAL /CANCELLATION:**
31. The authority reserves the right to withdraw or add any item from the Tender at any stage. The selection of such item, if already made in favour of any the Tender shall be treated as cancelled. The authority reserves the right to reject or accept any Bidder or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of Tender or any revision after submission of Tender by the Bidder will not be allowed. The authority reserves the right to accept or reject any tender in part or in full, without assigning any reason.

32. The Tender Selection Committee reserves the right to cancel or accept a part or whole of a tender without assigning any reason there off.

Enclose. SCHEDULE - 1


  
Medical Superintendent cum Vice Principal  
MJN Medical College & Hospital  
M.J.N. Medical College & Hospital  
Cooch Behar

Cooch Behar, the 11/01/2024

NIT No. : MJNMCH/MSVP/151

Copy for information and necessary action to:

1. The Director of Medical Education, West Bengal, Swasthya Bhawan, Kolkata - 700 091.
2. The Sabhadhipati, Cooch-Behar Zilla Parishad, Cooch Behar.
3. The District Magistrate, Cooch Behar.
4. The Principal, MJN MCH, Cooch Behar.
5. The CMOH, Cooch Behar
6. The Sub-Divisional Officer, Cooch Behar (Sadar).
7. The Accounts Officer, MJN MC, Cooch Behar.
8. DIO, NIC, Cooch Behar for web posting.
9. IT Cell, Swasthya Bhawan for web posting.
10. Notice Board of this office.
11. Guard File.

  
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### SCHEDULE- 1

Sl. No.	Particulars
1	Big Leather Binding Register( Good Quality), No.- 10
2	Big Leather Binding Register( Good Quality), No.- 20
3	Big Leather Binding Register( Good Quality), No.- 30
4	Big Leather Binding Register( Good Quality), No.- 40
5	A4 Xerox Paper(70 GSM), Good Quality
6	A4 Xerox Paper(100 GSM), Good Quality
7	Epson Ink- 005
8	Epson Ink- 474
9	Printer Cartridge LQ 310(Original)
10	Printer Cartridge 88A, Good Quality
11	Printer Cartridge 12A, Good Quality
12	Gum(50 ml Bottle), Good Quality
13	4 Folder File, Best Quality(Plastic Coated)(Big- 16" X 12")
14	Attendance Register(Big)(20 Pages)
15	Book Cover Roll, Best Quality(Brown)
16	Carbon Paper in Rim, Good Quality
17	Cello Tape(Big)
18	Whitener Pen
19	James Clip(Steel), Best Quality
20	Marker pen(Blue)
21	Marker Pen(Black)
22	Board Marker Pen(Blue)
23	Linen Marker Pen
24	Marker pen(Black), Permanent
25	Medicine Container Big(with Separate Cover)
26	Measuring Scale(Big), Good Quality
27	Pin Box(T-Pin), Good Quality
28	Small Exercise Book(70 GSM), No.- 12, Good Quality
29	Small Exercise Book(70 GSM), No.- 10, Good Quality
30	Stamp Pad(Blue), Size- 110 mm X 69 mm, Best Quality
31	Stapler pin(Medium), 24/6
32	Stapler Pin(Small)
33	Stapler Big(HS-45P)
34	Stapler (Medium)
35	White Paper(Dista)(70 GSM), Best Quality(24 Pages of Dista)
36	Lever Arch File(13" X 10.5")(Big), Best Quality
37	Printer Cartridge Laser Jet M1136MFP(Original)
38	Epson M100 Ink(200 ml Bottle)
39	Binder Clip(40 cm)
40	Binder Clip(20 cm)
41	Long Tag for Binding(Bundle of 25 Pc)
42	Pencil Battery(AAA), Good Quality
43	Pencil Battery(AA), Good Quality
44	Big Battery, Good Quality
45	Big Scissor(No.-12) with Brass Handle
46	Blade
47	Iron Belcha
48	Crossed Ball
49	Detergent Powder(500 gm), Best Quality
50	Mop(Wiper with Roshi), Good Quality
51	Wiper with Steel Handle, Good Quality
52	Mosquito Repellent Oil, Good Quality
53	Mosquito Repellent Machine, Good Quality

54	Fool Jharu
55	Jhul Jharu
56	Vim Bar(100 gm)
57	Plastic Bucket with Wheel(120 Lit)
58	Plastic Bowl(No.- 18)
59	Plastic Bowl(No.- 12)
60	Plastic Stool
61	Plastic Mug
62	Steel Mug
63	Kata Belcha(Iron)
64	Iron Da
65	Iron Beki
66	Room Freshner(100 ml)
67	Herpic (500 ml)
68	Plastic Bucket with Cover(20 Lit)
69	Iron Kodal
70	Iron Brush
71	Plastic Bucket(20 Lit), Best Quality without cover
72	Lifebuoy Liquid
73	Rechargeable Pencil Battery(AAA)
74	Rechargeable Battery Charger for AAA
75	Rechargeable Pencil Battery(AA)
76	Rechargeable Battery Charger for AA
77	Safety Razor
78	Savlon Liquid(1 Lit)
79	Hand Belcha(Plastic)
80	Plastic Bucket(80 Lit) with cover (Blue/Red/Yellow/Black)
81	Lock with key(7 Lever), Best Quality
82	Lock with key(6 Lever), Best Quality
83	Paddle Bin with Cover
84	Plastic Latrine Brush
85	Chamak Powder(1 Kg Pkt)
86	Torch( 3 Cell), Steel Body
87	Torch(2 Cell), Steel Body
88	Scotch Bite
89	Battery for Glucometer(3.0 V)(CR2032), Best Quality
90	Steel Wool
91	Broom Stick
92	Medium Battery, Best Quality
93	Wall Clock
94	Garden Pipe(Roll)
95	Big Envelope with Plastic Coating(16" X 12")
96	Grass Door Mat(Roll)
97	Rexin(Roll)
98	Puncture Proof Container- White(5 Lit)
99	Gum Boot(Size 6-11), Good Quality
100	Plastic Container(1 Lit)
101	Surf Excel(500 gm) for SNCU/PICU
102	Colin(250 ml)
103	Xerox Paper FS(70 GSM) Good Quality
104	Dot Pen(LINC MAX0, Blue, Black & Red)
105	Envelop ( 11X5 THICK) 42 kg
106	Pencil ( NATARAJ)
107	OPH Marker Pen ( LUXAR)
108	Candle (Big) 500x6) Size
109	Sealing Wax (400gm)
110	Tag 12"
111	Scale (Big) Steel) 12"



112	Calculator (Big) 12 Digit ORPAT
113	Match Box AIM)
114	Service Book Envelope Cloth Paste, Good Quality (16x12)
115	Plastic File with two Clip
116	Eraser (Rubber)
117	Sharpener( APSARA)
118	Punch Machine DP-280( KANGARO)
119	Green Pen ( V5)
120	Computer Brush 2"
121	Cotton Duster12"x12"
122	Issue Register 200 Page Bharat St.
123	Docket Register 200 Page Bharat St.
124	Channel File (AEROTIX THICK)
125	High light Pen (LUXAR)
126	Paper Weight( ROUND)
127	Towel (BIG) Good quality
128	Water Sponge ( Gripex )
129	Furani
130	Knife
131	Rubber Stamp
132	Service Book
133	Xerox Machine Cartridge HP laser jet MEP M 436nda ( Original)
134	Brown Paper
135	Fan (Usha)

  
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