

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER:
RAYAGADA**

Phone No.:06856-235357

E-mail: dpmunrhmravagada@gmail.com

Tender Reference No. 1487

Date: 07/03/2018



**TENDER DOCUMENTS FOR PROCUREMENT OF
DESKTOP, LAPTOP, PRINTER, SCANNER, UPS, MOUSE, KEYBOARD, DUNGEL,
DIGITAL CAMERA, XEROX MACHINE, PENDRIVE, PROJECTOR, PROJECTOR
STAND, COMPUTER TABLE, DISPLAY BOARD, CHAIR, TABLE, AIR
CONDITION, GENERATOR, FOR IEC BCC CELL UNDER CDM&PHO
RAYAGADA FOR THE YEAR 2017-2018**

BID SUBMISSION START DATE : 07.03.2018

LAST DATE OF SUBMISSION : 22.03.2018 UP TO 5.00 P.M

OPENING OF TENDER PAPERS : 23.03.2018 AT 11.00 A.M

PLACE OF OPENING OF TENDER
AND

ADDRESS FOR COMMUNICATION : OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC
HEALTH OFFICER, RAYAGADA
AND
AT/PO/DIST- RAYAGADA-765001

RECEIPT OF TENDER DOCUMENTS


CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER,
RAYAGADA
CDMPHO, RAYAGADA



OFFICE OF THE CHIEF DISTRICT MEDICAL OFFICER: RAYAGADA

Phone No.:06856-235357

E-mail: dpmunrhmravagada@gmail.com

No. 1487 Date 07/03/2018

TENDER CALL NOTICE

Sealed tenders are invited from the reputed manufactures/distributors/suppliers for supply of different items like (Desktop, Laptop, Printer, Scanner, Ups, Mouse, Keyboard, Dungel, Digital Camera, Xerox Machine, Pendrive, Projector, Projector Stand, Computer Table, Display Board, Chair, Table, Air Condition, Generator, Inverter Battery For CDM&PHO Rayagada For The Year 2017-2018. Terms & conditions (Tender Scheduled paper) may be downloaded from the state NHM website www.nrhmorissa.gov.in. The last date of receipt of the tender is 22.03.2018 up to 05.00 P.M. (By Speed Post / Registered Post only) and the same will be opened on Dt.23.03.2018 at 11.00 A.M. in the office chamber of Chief District Medical & Public health Officer, Rayagada. The bidders or their authorized agents may remain present at the time of opening if they so wish. The Tenderer will accompany all Tender Documents should be put in to a envelop with super scribed with "TENDER FOR PROCUREMENT OF COMUTER AND ACESSORIES FOR IEC BCC CELL UNDER CDM&PHO ,RAYAGAD FOR THE YEAR 2017-2018." as the case may be and must contain the bidders full address with Telephone No., Mobile No. and e-mail id. The undersigned is not responsible for any postal delay and reserves the right to reject any or all of the tenders without assigning any reason there off.

Sd/-

Dr. Chandrika Prasad Das,
Chief District Medical & Public Health Officer,
Rayagada

CDMPHO, RAYAGADA

Eligibility

Following points should be fulfilled by the tenderer to be eligible for participation in the bidding process:

1. The firm/agency/company should have a valid registration certificate.
2. It shall have GST Registration Certificate.
3. It must have PAN Card in the name of the Firm/ Agency/ Company.
4. It must have filled Income Tax of previous Year.
5. It must not have any previous record of contract termination or left out of the job etc.

General Terms & Conditions

1. The Tender should be properly sealed & super scribed on the envelope "TENDER FOR PROCUREMENT OF COMUTER AND ACESSORIES FOR IEC BCC CELL UNDER CDM&PHO ,RAYAGAD FOR THE YEAR 2017-2018.".
2. Cover & Documents- The following documents should be furnished in a sealed cover with Index & Page No-
 - a. The tender document should be accompanied with Bank Draft of Rs 1,000/- (Cost of Tender Document from any Nationalised / Scheduled Bank in favour of **CDMO, Rayagada**, payable at Rayagada.(Non refundable)
 - b. Detail Name & Address along with the contact number & email address of the Firm are to be clearly mentioned in capital letter.
 - c. Attested Copy of the IT Return for last Financial Years.
 - d. Attested Copy of the PAN Card
 - e. Attested Copy of the GST Registration Number.
 - f. Quoted Price List signed by the Tenderer with seal.
 - g. **EMD Rs. 10,000/-** in Shape of DD/ Bankers Cheque drawn in any Nationalised Bank / Scheduled Bank in Favour of **CDMO ,Rayagada**, Payable at Rayagada (Refundable).
 - h. Original Documents are to be brought during opening of the documents.
3. The EMD of the unsuccessful bidder will be returned after finalisation of the tender process.
4. The EMD of successful bidder will be returned after the completion of Tender Process.
5. The EMD will be forfeited if the bidder fails/ refuse to execute the work order.
6. Tender should be type write/computerised without any correction & overwriting.
7. However the agency should have to make alternative arrangements with due approval by the concerned Authority.
8. The said contract will work for a period of one year from the date of agreement further if found satisfactory by the concerned CDMO of district. During this period if at any stage of time, the Authority finds noncompliance of the assigned work; the said agency/Organization may be cancelled without any notice.
9. After allotment of the order, the bidder shall execute the service within 30 days of the issue of letter.
10. The bidder has to supply the items as per destination to be provided during awarded of Order.
11. All the legal disputes are subject to the Rayagada jurisdiction only.


CDMPHO, RAYAGADA

FINANCIAL

12. The Technical Bid should be accompanied with an Earnest Money deposit (EMD), refundable without interest, of **Rs.10, 000/-** only in the form of Demand Draft/ Pay Order drawn in favour of **CDMO, Rayagada**, and Payable at Rayagada failing which the tender shall be rejected out rightly.
13. The Earnest Money Deposit in respect of the agencies which do not qualify the Technical Bid (First Stage) / Financial Bid (Second competitive stage) shall be returned to them without any interest. In case of successful tenderer if the agency fails to supply the materials within **30 days** from date of placing the order the EMD shall stand forfeited without giving any further notice.

N.B All documents submitted shall be consecutively numbered having signature with official seal of the authorized signatory on each page and total number of pages shall be mentioned on the top sheet duly authenticated by the authorized signatory. In case the tender document is signed by the authorized signatory, a copy of the Power of Attorney/Authorization may be enclosed along with the tender for consideration. Otherwise any lapses in number of pages enclosed, the authority will not held responsible.

Again the rate quoted by "L1" will be accepted subject to quality & feasibility.



CDMPHO, RAYAGADA

TENDER FORM

Part-1

Technical Bid

1	Name of the Organization	
2	Address of the organization with contact no	
3	Name of the authorized signatory	
4	GST/VAT clearance certificate	
5	PAN	
6	Draft number and date of security deposit	
7	The organization will have to submit the Affidavit with following clause:- 1. It has not been blacklisted by any Government Organization. 2. The CDMO office will have no liability regarding transportation. The loading and unloading of material ordered shall be delivered at the designated place in good condition and fixing the material at institution level. The defective or damaged printed material if will be replaced by the organization. 3. That the organization agrees to abide by all terms and conditions of the tender.	
8	Whether all documents submitted signed by the authorized signatory of the organization.	

DECLARATION

I/we hereby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of by *our* knowledge. I/we understand that in case of any deviation in the above statement at any state, the Firm/Agency will be blacklisted and not have any dealing with the in future.

(Signature and seal of the authorized Signature)

**CDMPHO, RAYAGADA**

TENDER FORM
Part-2
(Financial Bid)

SI No.	Name of the Items	Quantity	Specification	Rate per unit	GST
01	Desktop (Core i-3)	7 Nos	Branded		
02	Desktop (Core i-5)	1 Nos	Branded		
03	Laptop (Core i-3)	1 Nos	Branded		
04	Laptop (Core i-5)	1 Nos	Branded		
05	Printer	7 Nos	Branded		
06	Printer With Scanner	1 Nos	Branded		
07	Scanner	7 Nos	Branded		
08	UPS	1 Nos	Branded		
09	Mouse	1 Nos	Branded		
10	Key Board	1 Nos	Branded		
11	Dungel	1 Nos	Branded		
12	Digital Camera	7 Nos	Branded		
13	Xerox Machine	2 Nos	Branded		
14	Pendrive	1 Nos	Branded		
15	Projector	1 Nos	Branded		
16	Projector Stand	1 Nos	Branded		
17	Computer Table Normal	7 Nos	Branded		
18	Computer Table Executive	1 Nos	Branded		
19	Display Board	7 Nos	Branded		
20	Chair Plastic	1 Nos	Branded		
21	Chair Normal	1 Nos	Branded		
22	Executive Chair	1 Nos	Branded		
23	Office Table	1 Nos	Branded		
24	Executive Table	1 Nos	Branded		


CDMPHO, RAYAGADA

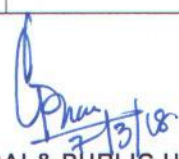
25	Air Condition (Split)	1 Nos	Branded		
26	Air Condition (Split)	1 Nos	Branded		
27	Generator (5KVA)	1 Nos	Branded		
28	Generator (10 KVA)	1 Nos	Branded		

(Signature and seal of the authorized signature)


CDMPHO, RAYAGADA

TERMS AND CONDITIONS

Sl No	Terms and Conditions	Documents to be submitted
1	The organization should have PAN/TIN holder & up to date GST Regd. No. clearance certificate	Photo copy of PAN/TIN/GST Regd. No.
2	<p>The organization will have to submit the affidavit with following clause:</p> <ol style="list-style-type: none"> 1. It has not been blacklisted by any Government Organization. 2. The CDMO Office will have to liability regarding transportation. The loading and unloading of material ordered shall be delivered at the designated place in good condition and fixing of the material at institution level. The defective or damaged printed material if any will be replaced by the organization. 3. That the organization agrees to abide by all terms and condition of the tender. 	Affidavit
3	Tender must be accompanied by Security Deposits of Rs 10,000/- by way of Demand Draft (Must be submitted). Drawn on any Nationalized Bank / Scheduled Bank in favor of CDMO, Rayagada payable at Rayagada. Tenders if not accompanied by security deposit will not be considered. Security of unsuccessful bidders will be returned without interest on finalization of bid. Security of successful bidder will be retained & will be refunded on successful completion of the job without interest.	
4	Conditional Tenders are liable to be rejected. In the event of acceptance CDMO decision will be final. The tender which is not as per our required specification will not be considered.	
5	The CDMO reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.	
6	Rates quoted against this tender enquiry shall remain valid up to one Year or Until finalization of New Tender from the date of approval of the Tender for Chief District Medical & Public Health Officer, Rayagada.	


 CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER,
 RAYAGADA **CDMPHO, RAYAGADA**