



KOLKATA PORT TRUST

Medical Department



E-TENDER FOR PROCUREMENT OF INTRA OCULAR LENSES & RELATED CONSUMABLES ON TWO YEARS RATE CONTRACT BASIS FOR THE CENTENARY HOSPITAL, KOLKATA PORT TRUST.

Tender No. MED / PR / ADVT / 293/ 18-20 / 1583

Dated 31/ 10/ 2018

Medical Department of Kolkata Port Trust invites e-Tender under single part system for procurement of Intra Ocular Lens and related consumables from manufacturers of national and international repute having valid Accreditation Certificate under ISO 9001: 2008 / CE / FDA for, or their authorized Agents / Dealers / Distributors / Stockists on **Two years RATE CONTRACT BASIS** for implanting the same on the patients at **Centenary Hospital** of Kolkata Port Trust for about 300 plus cases per year as per Scope of work as specified in this tender and in accordance with the **General and Special Conditions of Contract**.

Bid Document may be downloaded from MSTC website www.mstcecommerce.com/eprochome/kopt and KoPT website www.kolkataporttrust.gov.in or Central Public Procurement Portal www.eProcure.gov.in. Corrigenda or clarifications, if any, shall be hosted on the above mentioned websites only.

Medical Department of Kolkata Port Trust who are intending to enter into the **Two Year Rate Contract** for procurement of intra ocular lens and related consumables for the **Centenary Hospital, Kolkata Port Trust** hereinafter referred to as "Buyer" or "Principal" or "KoPT" and the MSTC Ltd. the Service Provider to conduct e-tender as "MSTC".

SCHEDULE OF TENDER

1.	TENDER NO.	MED / PR / ADVT / 293 / 18-20 / 1583 Dated 31/ 10/ 2018
2.	MODE OF TENDER	e-Procurement System (Online offers in a single part system through www.mstcecommerce.com/eprochome/kopt of MSTCLtd.The intending bidders are required to submit their offer electronically through e-tendering portal. No physical tender is acceptable by Kolkata Dock System.
3.	E-Tender No.	KoPT/Kolkata Dock System/MED/14/18-19/ET/309
4.	Date of publication of e-Tender through Newspaper insertion, publication in KoPT & MSTC websites and Central Public Procurement Portal	05/ 11/ 2018
5.	Date of availability of NIT to the Vendors for downloading	05/ 11/ 2018 at 10.00 Hrs.
6.	Date of Offline Pre-Bid meeting	13/ 11/ 2018 at 11.00 a.m.
7.	Earnest Money Deposit	"Earnest Money Deposit" of Rs.20,388 (Rupees Twenty thousand three hundred eighty eight) only may be remitted at least three days advance from the date of closing of Online e-Tender for submission by NEFT / RTGS to Kolkata Port Trust Bank Account No. 227002000000018 with Indian Overseas Bank, KPT Fairlie Place Extension Branch.



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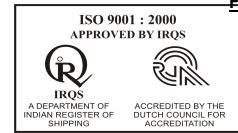
Dated 31/ 10/ 2018

		<p>IFSC Code No. IOBA 0002270</p> <p>Please furnish the following details while remitting the amount: Name of Bidder: Bank Name: Tender No.: Tender Date: Name of the Tendering Dept. UTR No.: After the award of the contract, the Earnest Money will be refunded without interest on application to all unsuccessful bidders. The Earnest Money of the successful bidder shall be converted in to part of Security deposit.</p>
8.	Tender Cost	<p>"Tender Cost" of Rs. 590/- (Rupees five hundred ninety only) may be remitted at least three days advance from the date of closing of Online e-Tender submission by NEFT / RTGS to Kolkata Port Trust Bank Account No. 227002000000018 with Indian Overseas Bank, KPT Fairlie Place Extension Branch. IFSC Code No. IOBA 0002270</p> <p>Please furnish the following details while remitting the amount: Name of Bidder: Bank Name: Tender No.: Tender Date: UTR No.: Name of the Tendering Dept.</p>
Payment of Tender Cost & EMD should be made well in advance (at least three days) before the date of closing of Online e-Tender submission .		
9.	Transaction Fee	<p>Rs. 510/- (Rupees Five hundred and ten) only excluding of GST Payment of Transaction Fee by NEFT / RTGS in favour of MSTC LIMITED.</p>
10.	Last date of submission of EMD & Bid Document Fee to Treasurer of Trustees', KoPT	30/ 11 / 2018 up to 14.00 Hrs.
11.	Last date of submission of Transaction	Three working days before the last date of closing



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	fee through RTGS / NEFT in favour of MSTC Limited, Kolkata.	of online bidding for the e-Tender.
12.	Date of Starting of e-Tender for submission of on line Techno-Commercial Bid and price Bid at www.mstcecommerce.com/eprochome/KoPT	05/ 11/ 2018 at 15.00 hrs.
13.	Date of closing of online e-tender for submission of Bid.	05/ 12/ 2018 at 15.00 hrs.
14.	Date & time of opening of tender	05/ 12/ 2018 at 15.30 hrs.
15.	Date & time of Opening of Price Bid	Shall be informed separately to the Techno-Commercially qualified Bidder/s.
16.	Estimated Value of Contract	Rs. 10,19,400/- plus GST as applicable.

Note: 1. In the event of any unforeseen closure of work / holiday on any of the above days, the same will be opened / held on the next working day without any further notice.

2. Under no circumstances the Due Date of the Tender will be extended.

A) Important Instructions for E-procurement

This is an e-procurement event of Kolkata Port Trust. The e-procurement service provider is MSTC Ltd. of 225C, A.J.C. Bose Road, Kolkata-700 020.

You are requested to read the Terms & Conditions of this tender before submitting your online tender. Tenderers who do not comply with the Conditions with documentary proof (wherever required) will not be considered qualified in the Tender for opening of Price Bid.

1. Process of E-tender:

(A) **Registration:** The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid will be done over the internet. The Vendor should possess Class III signing type Digital Certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: THE PRICE BID AND THE TECHNO-COMMERCIAL BID HAS TO BE SUBMITTED ONLINE AT www.mstcecommerce.com/eprochome/koPT

- Vendors are required to register themselves online with www.mstcecommerce.com → e-Procurement → PSU / Govt. depts. → Register as Vendor under KoPT - Filling up details and creating own user id and password → Submit.
- Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.

In case of any clarification, please contact KOPT / MSTC (before the scheduled time of the e-Tender).



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Contact person (Medical Dept. KoPT):

1 Dr. Saibal Maitra.

Dy. Chief Medical Officer (I)

Mobile No. 9831069263

2. Sri. S.K. Joshi.

Dy. MM- Contract

Mobile No. 033-71003641

3. Sri D. Bakshi

Administrative Officer,

Mobile No.9674720071

Contact person (MSTC Ltd):

1) Mr. S. Mukherjee

DM (E-commerce)

Mobile- 07278030407

Email: smukherjee@mstcindia.co.in

2)Ms Sumona Maity

AM (E-Commerce)

Mobile-09831155225

Email-smaity@mstcindia.co.in

Landline: (033) 22901004

(B) System Requirement:

- i) Windows 7 or above Operating System.
- ii) IE-7 and above Internet browser.
- iii) Signing type digital signature
- iv) JRE 8 update (x86 offline) software to be downloaded and installed in the system. Security level should be medium

To disable "Protected Mode" for DSC to appear in the signer box following settings should be applied:-

- Tools=>Internet options=> Security=> Disable protected mode if enabled - i.e. remove the tick from the tick box mentioning "Enable Protected Mode"
- Other settings:
Tools =>Internet Options General=>Click on settings under "browsing history/ delete browsing history"=> Temporary Internet Files=> Activate" Everytime I visit the webpage"

To enable ALL active X controls and disable 'use pop up blocker' under Tools → Internet Options → custom level (Please run IE settings from the page www.mstcecommerce.com once)

- 2** The Techno-commercial Bid and the Price Bid shall have to be submitted online at www.mstcecommerce.com/eprochome/kopt Tenders will be opened electronically on specified date and time as given in the Tender.
- 3** All entries in the tender should be entered in online Technical & Commercial Format without any ambiguity.
- 4** Special Note towards Transaction Fee: The vendors shall pay the Transaction Fee using "Transaction Fee Payment" Link under My Menu in the vendor login. The vendors have to select particular tender from the event dropdown box. The vendors shall have the facility of making the payment either through NEFT or Online Payment. On selecting NEFT , the



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vendor shall generate challan by filling up a form .The vendor shall remit the transaction fee amount as per details printed on the challan without making change in the same. On selecting On line Payment , the vendor shall have the provision of making payment using Credit/ Debit card/ Net banking. Once the payment gets credited to MSTC's designated bank account, the transaction fee shall be auto authorized and the vendor shall be receiving a system generated mail.

Transaction fee is non- refundable

A Vendor will not have the access to online e- tender without making the payment towards the transaction fee.

Then, the page appears where the vendors are required to fill up the transaction details, namely the UTR No, Date of Transaction, and the Remitting Bank in the given fields and then click on the "Confirm" Button".

NOTE : The bidders should submit the Transaction Fee well in advance before the last date of submission of tender as they will be activated for bid submission only after receipt of transaction fee by MSTC.

Contact Details:

Fax No. : 033- 22831002

Email ids:

- sanjibpoddar@mstcindia.co.in,
- arindam@mstcindia.co.in,
- rpradhan@mstcindia.co.in,
- smukherjee@mstcindia.co.in.

Bidders may please note that the Transaction Fee should be deposited by debiting the A/C of the bidder only, Transaction Fee deposited from or by debiting any other party's a/c will not be accepted. Transaction fee is non-refundable.

In case of failure to submit the payment towards Transaction fee for any reason, the vendor, in term, will not have the access to online e-tender.

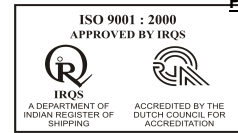
In case of failure to submit the payment towards Tender Cost & EMD for any reason, the vendor, in term, will not have the access to on line e-Tender and no correspondence in this respect will be entertained and KoPT will not be responsible for any such lapses on this account. Bidder(s) are advised to make remittance of Tender Cost and EMD well in advance and verify completion of transaction in respect of Tender Cost and EMD.

Vendors are instructed to use link in **My Menu** to **Upload Documents** in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB. Once the documents duly **Notarized** are uploaded in the library, vendors can attach documents through **Attach Document** link against the particular tender. For further assistance please follow instructions of vendor guide.



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- 5 All Notices / Corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by KoPT. Hence the bidders are required to ensure that their Corporate email I.D. provided is valid and updated at the stage of registration of vendor with MSTC (i.e. Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).
- 6 E-tender cannot be Accessed after the due date and time mentioned in NIT.
- 7 Bidding in e-Tender:
- Bidder(s) need to submit necessary EMD, Tender Cost and Transaction Fees for getting eligibility to bid online in the e-tender. Tender fees and Transaction fees are non refundable. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by KoPT.
 - The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.
 - The Bidder(s) who has submitted the above fees can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website www.mstcecommerce.com → e-procurement → Psu / Govt depts. → Login under KOPT → My Menu → Auction Floor Manager → live event → Selection of the live event.
 - The Bidder should allow running **JAVA application**. This exercise has to be done immediately after opening of Bid floor. Then they have to fill up Common terms / Commercial specification and save the same. After that clicking on the Techno-Commercial bid, if this application is not run then the bidder will not be able to Save / Submit his Techno-Commercial bid.
 - After filling the Techno-Commercial Bid, bidder should click '**SAVE**' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to filled up and then bidder should click on "**SAVE**" to record their Price Bid. Then once both the Techno-Commercial bid & Price Bid has been saved, the bidder can click on the " Final submission " button to register their bid.
 - Vendors are instructed to use Attach Doc button to upload documents. Multiple documents can be uploaded.
 - In all cases, Bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
 - During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.
 - The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.



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- j All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply. Such successful Bidder shall be called hereafter **"SUPPLIER"**.
 - k. It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.
 - l. Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
 - m. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
 - n. Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor / tender document.
- 8 Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.
- 9 No deviation to the technical and commercial Terms & Conditions will be allowed.
- 10 KoPT has the right to cancel this e-Tender without assigning any reason thereof.

The online tender should be submitted strictly as per the Terms & Conditions and procedures laid down in the website www.mstcecommerce.com/eprochome/KoPT of MSTC Ltd.

The bidders must upload all the Documents (duly Notarized) required as per the terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

The Bid will be evaluated based on the filled-in technical & commercial formats.

The Documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, EMD of defaulting bidder(s) will be forfeited. Punitive action including suspension and banning of business can also be taken against defaulting bidders.

- 11 Bidders are requested to read the vendor guide and see the video in the page www.mstcecommerce.com/eprochome/KOPT of MSTC Ltd. to familiarize them with the system before bidding.

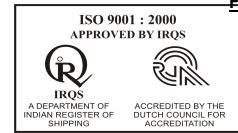
B. COMMERCIAL TERMS & CONDITIONS

Concurrence and remarks for all Commercial Terms & Conditions will be taken Online. Upload supporting documents wherever necessary. No hard copy for the same needs to be submitted. If required, the Bidder/s may be asked to produce the Original documents before the Tender Committee for verification purpose only.



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1. **AVAILABILITY OF THE TENDER DOCUMENT:**

Tender Document may be downloaded from KoPT Website: www.kolkataporttrust.gov.in / Central Public Procurement Portal www.eProcurement.gov.in or website address www.mstcecommerce.com/eprochome/KOPT of MSTC Ltd.

2. **EXEMPTION FROM PAYMENT OF COST OF TENDER DOCUMENT AND EMD:**

For Micro & Small Enterprises (MSE's) registered with NSIC:

- Micro & Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) or MSME are exempted from depositing of Tender Cost and Earnest Money.
- If Micro & Small Enterprises (MSE's) registered with NSIC or MSME intends to participate in the tender, for the items they are not registered with NSIC, then they will have to deposit Tender Cost, full amount of Earnest Money as per NIT. **Otherwise their offer against the tender will not be considered.**
- Copy of valid NSIC Certificate for MSEs has to be submitted along with bid .

3. **ELIGIBILITY TO BID:**

In order to be eligible to submit bid, the intending Bidder will have to **Upload Self Attested** copies of the following documents in **PART - I:**

- a Trade License / Certificate of Incorporation.
- b GST Registration Certificate.
- c Income Tax PAN / TAN.
- d Certified photocopy of valid Accreditation Certificate under ISO 9001 : 2008 / CE / FDA for Foldable Intra Ocular Lens.
- e Certified photocopy of valid Authorization Certificate, in case of Authorized Agents.
- f Audited (where applicable) Balance Sheets and Profit & Loss A/C for the last 3 years ending on 31st. March 2018.
- g Financial Statement showing average annual financial turnover during the last 3 years ending 31st March 2018 being at least **Rs. 3.06 lacs.**
- h Having experience in successfully supply of **similar items** during last 3 years ending 30th September 2018 for which documentary evidence must be submitted (order copies and performance certificate) . **The satisfactory work experience should be substantiated by producing relevant documents viz. – Contract / Order Copy and Certificate of satisfactory completion of related Order / Contract held with the Hospital in their own letter head wherein Contract was performed.**



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- i Company Particulars (as per Appendix 'A').
- j Undertaking of the tenderer to be submitted as per enclosed Proforma (**Annex-A**) in lieu of submission of signed copies of the full tender document, GCC addenda & corrigendum in the letter head of the firm.
- k **Unconditional Acceptance of the Conditions of the Notice Inviting Tender** in a separate letter.
- l The Check List in Page 17 is to be filled in, signed, stamped and submitted positively along with the **Techno-Commercial Bid**.

Note:

"similar works" means: supply and delivery of Intraocular lens and consumables to Hospital of repute (preferably in Govt. Hospital)

4. **Non Responsive Bid** : An offer shall be considered non- responsive in case it:

- a) is not accompanied by requisite earnest money/ NSIC/ MSE under MSME Registration certificate.
- b) is not accompanied by requisite tender paper cost/ NSIC/MSE under MSME Registration certificate.
- c) validity of the offer is less than tender stipulation.
- d) does not meet the Qualification Criteria as stipulated in the NIT.
- e) The bidder submits conditional offer/ impose own terms and conditions/ does not accept tender conditions completely/ offer or tender if submitted with any deviation from the tender terms and conditions.
- f) If the tender is conditional.
- g) If all the documents required as per NIT are not uploaded.

5. PRE BID MEETING:

Offline Pre-bid meeting will be held on 13/ 11/ 2018 at 11.00 a.m. in Centenary Hospital, KoPT at 1, Diamond Harbour Road, Majherhat, Kolkata - 700 053.

The Trustees' will not recognize any assignment or endorsement in favour of third party of any order arising out of this tender other than the awarded Contractor.

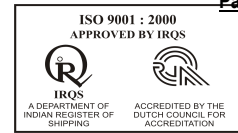
The issuing authority reserves the right to ACCEPT / REJECT any or all tenders without assigning any reason whatsoever.

The Tender is subject to Earnest Money and Security Deposit clauses.



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6. INSTRUCTIONS TO BIDDER:

- 6.1 Tender for the above work should be submitted in accordance with the **Schedule of Quantities** as specified in this tender and in accordance with the Special Conditions of Contract & General Conditions of Contract. **The Special Condition of Contract will prevail over and above the General Conditions of Contract.**
- 6.2 Any clarification with regard to interpretation or ambiguities discovered or pointed out after the issue of the tender documents but prior to submission of tenders as to the meaning, conditions or instructions contained in any of the issued documents, shall be valid only when such a clarification is issued in writing by the officer issuing the Notice Inviting Tender. Any such written clarification or amendment shall be hoisted in website of KoPT / CPP Portal. **Hence all the intending Bidders are advised to keep close watch on the website of KoPT / CPP Portal in their own interest.**
- 6.3 **Earnest Money:** Earnest Money Deposit of **Rs.20,388** (Rupees twenty thousand three hundred eighty eight) only may be remitted by RTGS / NEFT in favor of Kolkata Port Trust well in advance before opening of e- tender.
- After the award of the contract, the Earnest Money will be refunded without interest on application to all unsuccessful bidders. **The Earnest Money of the successful enlisted bidder shall be converted and shall be retained with KoPT as part of the Security Money** till the completion of the Contract period. In case the successful bidder fails to accept the Contract the EMD so converted and kept with KoPT will be forfeited. The Kolkata based Bidders shall provide the Bank account details for refund of the EMD through ECS. Wherever ECS facility is not available, the EMD will be refunded through NEFT / RTGS for which Bank Charges is to be paid by the bidder, necessary information in this regard need to be furnished by the Bidders.
- 6.4 **Site Visit:** All Intending Bidders may visit the site before submitting the Bid at their own expense, prior to submission of tender for assessing the job requirement under consideration for the above Tender with the prior permission from the Chief Medical Officer. No clarification will be made to the intending Bidder regarding location site after this and the decision of the Chief Medical Officer, Kolkata Port Trust shall be final & binding in this regard.

SPECIAL CONDITIONS OF CONTRACT

1. **PERIOD OF VALIDITY OF OFFER:** The offer should be VALID for a period of not less than 120 (One hundred and twenty) days from the date of opening of the PRICE BID.
2. **WITHDRAWAL OF TENDER:** Withdrawal of tender / offer in the interval between the closing date for submission of e-Tender and the expiry of the period of its validity will result in forfeiture of Earnest Money.



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3. **CANCELLATION OF TENDER:** The Chief Medical Officer, KoPT, reserves the right of accepting or rejecting any offer partially or wholly without assigning any reason thereto.
4. **REJECTION OF TENDER DOCUMENTS:** Bidder is expected to examine the Tender documents including all Instruction Forms, Terms & Conditions, and Technical Specifications in Tender documents. Failure to furnish the requisite information as per the Notice Inviting Tender or submission of tender not substantially responsive to the tender documents in every respect may result in the rejection of the tender.
5. **AMENDMENT OF TENDER DOCUMENTS:**
 - a) At any time prior to the deadline for submission of tenders, the Chief Medical Officer for any reason whether at his own initiative or in response to a clarification required by a prospective Bidders may modify the Tender Documents.
 - b) The amendment shall be part of the Tender Documents and will be notified by publication in the MSTC's / KoPT's website / Central Public Procurement Portal and will be binding on the prospective Bidders.
 - c) All the intending Bidders are advised to keep close watch on the website of MSTC / KoPT / CPP Portal in their own interest.
6. **SCOPE OF WORK:** The implantation of IOL is Delicate surgical procedure and the procedure is taken once in a life time in most cases. Implantation of only the recommended type and power of IOL is necessary to get the desired result. For Various technical reasons and depending on the conditions of patients the indented and procured lens can not be implanted and may require to be replaced with lens of different specifications. **About 300 Cataract surgeries are being done in every year in the Hospital.** the selected supplier would be intimated for supply of lens and other related disposable accessories through a formal requisition mentioning the number and types of lens with specifications within the date and time as may be specified therein. in case of exigency such intimation may be given over telephone to be followed subsequently by formal requisition - in such cases supply is to be made on the basis of intimation over telephone. the supply of lens and other related disposable accessories are to be made in original pack of the manufacturer directly to the chief medical officer, 1, Diamond Harbour Road, Kolkata - 700 053 within 24 hours from the receipt of information for the supply, either in writing or over phone.
7. **PERIOD OF CONTRACT.** The Contract would be for a period of 2 (Two) years, and shall be valid for all Part Orders to be placed by KoPT within this period. The Contract period may be extended by another 3 (three) months, if considered necessary by the Chief Medical Officer of Kolkata Port Trust
8. **OPENING OF TENDERS:**
 - i. The tender will be opened online. Tenderers can see the Technical and price in their login once it is opened.



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- ii. To assist in the examination, evaluation and comparison of tenders, Chief Medical Officer may, at his discretion, ask the tenderer for a clarification of their offer. All responses to requests for clarification shall be in writing and no change in the price or substance of the tender shall be permitted.
- iii. The Tenders will be evaluated by Kolkata Port Trust and only those offers which are substantially responsive to the specifications and terms and conditions will be short listed. Further processing, discussion, etc. will be held only with the short listed tenderers.

9. PRICE:

- a Net Basic Price of the tendered out item after adjusting (Basic Price inclusive of Custom duty, Excise duty, cess etc (as per the prevailing rate) excluding GST must be quoted in PRICE BID in INR only. Any conditional discount will not be considered for the purpose of Inter- say position. Tender shall be rejected if bidder quotes prices / Rates anywhere in Techno- commercial bid.
- b The bidder keep it in mind that IOL and related consumables are for the Hospital of KoPT and the rate of the items will not be more than the rate as those quoted to Govt. Hospitals . An undertaking to this effect is to be uploaded by all the participating bidders at the submission of Techno- commercial bid.

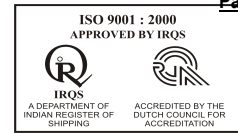
10. TAXES & DUTIES : The price quoted shall be including all taxes and duties excluding GST which will be paid extra at actuals

- (i) Supplier/ Service Provider to confirm that GST amount charged in invoice is declared in its returns and payment of taxes is also made.
- (ii) The supplier / Service Provider agrees to comply with all applicable GST laws, including GST acts, rules , regulations, procedures, circulars & instructions there under applicable in India from time to time and to ensure that such compliance is done within time prescribed under such laws. Supplier / Service Provider should ensure accurate transaction details, as required by GST laws, are timely uploaded in GSTN. In case there is any mismatch between the details so uploaded in GSTN by Supplier / Service Provider and details available with Kolkata Port Trust, then payments to supplier/ Service Provider to the extent of GST relating to invoice/ s under mismatch may be retained from payments till such time Kolkata Port Trust is not sure that accurate tax amount is finally reflected in the GSTN to KoPT's Account and is finally available to Kolkata Port Trust in terms of GST laws and the credit of GSTN so taken by Kolkata Port Trust is not required to be reversed at a later date along with applicable interest.
- (iv) Kolkata Port Trust has the right to recover monetary loss including interest and penalty suffered by it due to non compliance of Tax laws by the supplier/ Service Provider. Any loss of input tax credit to Kolkata Port Trust for the fault of



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supplier / Service Provider shall be recovered by Kolkata Port Trust by way of adjustment in the consideration payable.

(v) Supplementary invoices/ Debit Note/ Credit note for price Revisions to enable Kolkata Port Trust to claim tax credit on the same shall be issued by you for a particular year before September of the succeeding Financial Year.

(vi) Purchase Order/ Work Order shall be void, if at any point of time you are found to be a black listed dealer as per GSTN rating System and further no payment shall be entertained.

11 **VALIDITY OF OFFERS:** The offer including Price part should remain valid for a period of 120 days from the date of **opening of the Price bid**. Once the bidder is awarded the Contract for a period of 2(Two) year, the price should remain firm for the entire period of Contract. However the escalation in the Rate of taxes, if any, may be considered for reviewing on submission of supporting documents.

12 **DELIVERY:** Delivery of the Part ordered quantity has to be made in installments during the period of Rate Contract directly to the Centenary Hospital, KoPT at "Free of Cost" with adequate Shelf Life after opening of the Container..Delivery is to be made at the Stores of the Centenary Hospital, KoPT, on all working days, i.e., other than KoPT holidays and Sundays between 10 A.M. to 12 Noon and 2 P.M. to 4 PM.The supplier would be intimated for supply of Lens through a formal Requisition mentioning the Number and Types of Lens with specifications within the date and time as may be specified therein. In case of exigency such intimation may be given over telephone to be followed subsequently by formal Requisition - in such cases supply is to be made on the basis of intimation over telephone. **The supply of Lenses to be made in Original Pack of the manufacturer directly to the Chief Medical Officer, 1, Diamond Harbour Road, Kolkata - 700 053 within 24 hours from the receipt of information for the supply, either in writing or over phone.**

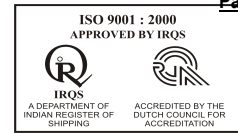
Note :Declaration as referred in Delivery Clause 12 has to be uploaded in techno-commercial Bid in your Separate letter confirming delivery of lenses within 24 hrs from the receipt of information.

13 **LIQUIDATED DAMAGE:** On receipt of Award of Contract, if the Contractor fails to carry out the contract within the delivery period,(**24 hrs**) or such extension thereof as communicated by the Chief Medical Officer in writing, the Contractor shall pay as compensation (Liquidated Damage) to KoPT and not as a penalty, $\frac{1}{2}$ % (half percent) of the total value of work (Contract Price) as mentioned in the letter of acceptance of the tender/offer, for every week of delay or part thereof provided always that the amount of



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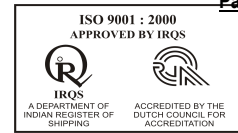
such compensation shall not exceed 10% of the said value of work. GST at applicable rates will be deducted on L.D. amount

- 14 **RISK PURCHASE CLAUSE:** Any default in the supply or failure to deliver an approved quality or ordered material within the time stipulated may involve purchase of the whole or any portion of the supply remaining undelivered or unapproved from any other source at the risk and expenses of the defaulting Supplier
- 15 **FORCE MAJEURE:** In the event, the Contractor / KoPT being prevented from fulfilling its obligation or part thereof arising out of this contract, due to any Force Majeure event like Acts of God (Flood, Earthquake etc) or War, Civil Commotion, Strike etc, the affected party shall forthwith but in no case later than 48 hours from the commencement of such event, intimate the other party as to the commencement of such event and continue to intimate after every 7 days during continuance of such event. The affected party shall upon cessation of such event, promptly inform the other parties and shall commence its obligation in part or in full arising out of this contract that was kept suspended due to such events of Force Majeure.
- 16 **EVALUATION CRITERIA:** Evaluation of the tender shall be made on the sum total of lowest price offered (row 1 to row 9) of Price bid (Appendix C) for the tendered out items after plus applicable Taxes & govt duties will also be considered at the time of evaluation of offer.
- 17 **PAYMENT TERMS:**
- a) The payment will be made in Indian Currency only.
 - b) 100% payment against satisfactory completion of the supply of the materials will be made through ECS / RTGS (for outstation firm) within 30 days only after acceptance of the supplied materials by the competent authority of the Medical Dept. Kolkata Port Trust. GST Registration Certificate, Income Tax PAN No., Order Copy, Original copy of Receipted Challan and other related documents should be submitted along with the Bill (in triplicate) for payment.
18. **Security Deposit** :The tender is subject to Security Deposit for an amount of Ten per cent (10%) of the value of the Contract after adjusting EMD money which is to be submitted by the awarded Vendor either in Cash with the Treasurer of Kolkata Port Trust, 15, Strand Road, Kolkata-700 001 and the self attested photo copy of Treasury receipt is to be submitted to Medical Dept. or in the form of Bank Guarantee issued by any Nationalized Bank to ensure due performance of the Contract and the said amount will be retained by the Port Authority during the Warranty period as Security Deposit.



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- i. Security Deposit should remain valid for a period of **27 months** beyond the date of completion of all Contractual obligations of the supplier including Warranty obligations.
- ii. The proceeds of the Security Deposit shall be payable to the Kolkata Port Trust as compensation towards any loss resulting out of the Vendor's failure to execute the Contract.
- iii. Kolkata Port Trust will return the Security Deposit without any interest as expeditiously as possible after the date of completion of Warranty period after fulfilling the conditions as stated above.
- iv. No Exemption from submission of Security Deposit is allowed.

19. TERMINATION OF CONTRACT:

- a) If the selected bidder fails to carry out the order as per the desired specification and /or fails to deliver the tendered out items within the stipulated period without any valid and acceptable reason, the Chief Medical Officer, KoPT may cancel the order and his decision in the matter shall be final and binding on the selected bidder.
- b) Upon cancellation of the order for the reason indicated in Clause (a) above, the Chief Medical Officer shall be entitled to get the work done at the risk and expenses of the Contractor on whom the order has been placed, through an independent agency and to recover from the selected bidder in addition to any other amount, compensation or damages that KoPT is entitled to in terms of other relevant Clauses in contract.
- c) The Contract may be terminated at any time within the currency of the Contract period by KoPT at its sole discretion for any of the following factors and for such cancellation KoPT will under no circumstances be liable for any financial repercussions to the Contractor. The decision of the Chief Medical Officer of KoPT to this effect will be final.
 - i. Unsatisfactory performance of the Contractor. Periodical review of the performance of the Contractor will be done by the competent authority entrusted by the Chief Medical Officer of KoPT.
 - ii. Breach of any Terms and Conditions of Contract.
 - iii. Any unlawful act of the Contractor or any third party on behalf of the Contractor entailing any damage / loss to the property / material of KoPT or any inconvenience to the KoPT.

20 ARBITRATION: Disputes if any, arising out of this agreement will be settled by arbitration and the decision of the Arbitrator shall be final and binding on both parties.



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- 21 **JURISDICTION:** The Contract will be governed by all relevant Indian Acts applicable only within the jurisdiction of the High Court at Kolkata.
- 22 Non-compliance of any terms and conditions and /or quoting price without adhering to the instruction of the tender documents, may render the offer liable for rejection.
- 23 In addition to the Terms & Conditions stated in this document, all other Terms & Conditions will be guided by KoPT's General Conditions of Contract, as appearing in the KoPT's website will apply.

The above Clauses shall be final and binding on both parties

Chief Medical Officer



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Dated 31/ 10/ 2018

CHECK LIST

1	An Undertaking of the to be submitted as per enclosed Annex (Annex- A) in lieu of submission of signed copies of the full tender document, <i>GCC</i> addenda & corrigendum in the letter head of the firm.	Yes / No	Page No
2	Whether photo copies of Trade License, STCC / GST Regn. Certificate, , Balance Sheet for 3 years and Power of Attorney in favour of Authorised Signatory if not signed by the Proprietor, are uploaded in Techno-Commercial bid .	Yes / No	
3	Whether particulars of deposit of Cost of Tender Document and Earnest Money are Uploaded in Techno- Commercial Bid .	Yes / No	
4	Whether the documents viz. Order Copies and related Performance Certificate is / are Uploaded in Techno- Commercial Bid .	Yes / No	
5	Whether separate letter confirming Unconditional Acceptance of Tender Conditions is Uploaded in Techno- Commercial Bid .	Yes / No	
7	Whether the Documents (Order Copies) in support of Contract Value in terms of Tender clause No. 3 (Sub Clause Nos. f & g) of similar work done during last 7 years is Uploaded in Techno- Commercial Bid .	Yes / No	
9	Manufacturer's ISO/ CE/ FDA accreditation certificates.	Yes/ No	
10	Declaration as referred in Delivery Clause 12 has to be uploaded in techno-commercial Bid in your Separate letter confirming delivery of lenses within 24 hrs from the receipt of information.	Yes/ NO	



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Appendix-B

TECHNICAL SPECIFICATION AND SCHEDULE OF QUANTITY

Sl	Description	Specification	Unit	Annual Quantity
1	Intra ocular lens(IOL)	Hydrophobic acrylic single piece foldable lens 360 degree square edge.	No	300
Consumables				
2	Disposable sterile drapes	D-600 or its equivalent	NO	300
3	Disposable Blade Keratome	2.8 mm / 3.2 mm	NO	300
4	Disposable Crescent blade		NO	250
5	Disposable Lance tip (Side port blade)		No	250
6	Intracameral Hydroxy propy methyl cellulose	2% HPMC gel for instrument use	VIAL	400
7	Intracmral trypan blue		VIAL	150
8	26g Needle		No	350
9	Sterile eye pad		No	300

Offer No. _____

Authorized Signatory of the Tenderer

Date:

(with official Seal)

Note:

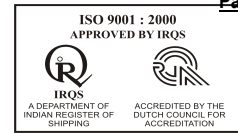
- The intending Bidder must be Principal Manufacturer having valid Accreditation Certificate under ISO 9001:2008 / CE/ FDA (Up to date Accreditation Certificate must be produced along with the Offer)
- In case of Authorised Dealer / Distributors / Stockists willing to participate in the tender must produce Authorisation Certificate from the Principal Manufacturer. This Authorisation Certificate must be in unbroken chain and should not only for this particular tender but for at least two preceding years.

The willing Vendor should furnish the name of the reputed Govt. / Private Sector Institute preferably Kolkata based, where the tendered items are supplied by the Vendor and implanted successfully for the last 2 (Two) years or more and the Performance Certificate issued by the authority of the said Hospital must be produced with the Techno-Commercial Bid of the Tender



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Dated 31/ 10/ 2018

Cost of Tender Document & Earnest Money Deposit

(TO BE UPLOADED IN TECHNO-COMMERCIAL BID)

A Cost of Tender Document:

Detail Particulars of deposit of Amount by RTGS / NEFT (Date of Remittance, Name of the Bank, & Branch, UTR No.)	Amount (In Rs.)
	590.00 (Five hundred ninety)only

B. Earnest Money Deposit:

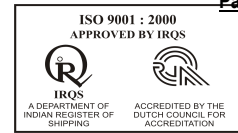
Detail Particulars of deposit of Amount by RTGS / NEFT (Date of Remittance, Name of the Bank, & Branch, UTR No.)	Amount (In Rs)
	Rs. 20,388.00 (Rupees twenty eight Thousand three hundred eighty eight) only

Authorized Signatory of the Tenderer
(with official Seal and date)



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APPENDIX-'A'

[TO BE UPLOADED IN PART -I]

Name of the Firm / Bidder : _____

Name of the Authorized Signatory: _____

Official Address: _____

Phone No.: _____ FAX: _____

E-Mail: _____ Cell Phone No. _____

Trade License No. _____ (Attach self attested Photocopy)

PAN / TAN _____ (Attach self attested Photocopy)

Bank Particulars:

Name of the Bank: _____ Branch Name: _____

MICR No. _____ IFS Code No. _____

Account Type: _____ A/C No. _____

Declaration:

We have examined carefully, read and understood the above Terms and Conditions, Specifications .We hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specifications, Bill of Quantities, General Conditions of the Contract and the Terms and Conditions as stated in the tender and at rates and prices set out in the annexed Bill of Quantities within the time period as stated in the tender. In the event of our tender being accepted in full or in part, We also hereby agree that the said Tender, Specifications, Bill of Quantities, General Conditions of Contract and the Terms and Conditions as stated in the tender together with the acceptance thereof in writing by or on behalf of the Trustees shall form the Contract.

It is hereby confirmed that the hard copy of tender being submitted in the single cover of the tender is Identical to the one downloaded from your web site / Central Public Procurement Portal. In case the same is found altered / modified in any way, we will be held responsible and our offer will be liable for rejection forthwith and we may also be barred from participating in future tender of KoPT without any reference to us.

It is also declared that our Concern was never been banned or de-listed by any Government or, Quasi-Government Agency or PSU. If the declaration is found incorrect in future, our offer will be liable for rejection.

Offer No. _____

Authorized Signatory of the Tenderer

Date:

(with official Seal)



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ANNEX- A

[DOCUMENT TO BE DOWNLOADED, FILLED IN UNDER BIDDER'S LETTER HEAD, SIGNED, SCANNED AND UPLOADED]

Undertaking to be submitted in lieu of uploading/submitted signed copy of full tender document

Ref. No.....

Date

The Chief Medical Officer
Centenary Hospital
Kolkata Port Trust,
15 Strand Road
Kolkata - 700 001

Ref Tender No : MED/ PR/ADVT/293/18-20/1583 dated 31/10/2018

Dear Sir,

I/We,(Name of Tenderer) have fully read and understood the entire Tender Document, GCC, and Addenda/ corrigendum , if any, downloaded from under the instant e-tender and no other source, and will comply to the said document, GCC and Addenda/ corrigendum if any

I/We are submitting this undertaking in lieu of submission of signed copy of the full tender document GCC and Addenda/ corrigendum

Yours faithfully,

Signature of Tenderer.....

Name:

Designation:

Date :

Seal of the tenderer.....



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(APPENDIX - C)

PRICE BID

BILL OF QUANTITIES

Sl	Description	Specification	Unit	Annual Quantity	Minimum Pack size	Unit price (including all charges)	Total Amt In Rs.	GST in %
1	Intra ocular lens(IOL)	Hydrophobic acrylic single piece foldable lens 360 degree square edge.	No	300	As required	To quote		
Consumables								
2	Disposable sterile drapes	D-600 or its equivalent	NO	300	To quote	To quote		
3	Disposable Blade Keratome	2.8 mm / 3.2 mm	NO	300	To quote	To quote		
4	Disposable Crescent blade		NO	250	To quote	To quote		
5	Disposable Lance tip (Side port blade)		No	250	To quote	To quote		
6	Intracameral Hydroxy propy methyl cellulose	2% HPMC gel for instrument use	VIAL	400	To quote	To quote		
7	Intracmeral trypan blue		VIAL	150	To quote	To quote		
8	26g Needle		No	350	To quote	To quote		
9	Sterile eye pad		No	300	To quote	To quote		

Price Not to be Quoted Here