

श्यामा प्रसाद मुखर्जी पत्तन,कोलकाता

SYAMA PRASAD MOOKERJEE PORT, KOLKATA

हल्दिया गोदी परिसर

HALDIA DOCK COMPLEX

चिकित्सा प्रभाग / MEDICAL DIVISION



Address:

Port Hospital

P.O. Haldia Township

Dist. Purba Medinipur

West Bengal, PIN – 721607

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श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता  
SYAMA PRASAD MOOKERJEE PORT, KOLKATA  
Formerly Kolkata Port Trust

ISO 9001:2015  
Certified



No. MED/002/Disposable/860

Date: 15.12.2020

M/s.....

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**Sub: Tender for Supply and delivery of Emergency and Pathological disposable items at Port Hospital, Haldia Dock Complex**

Dear Sir / Madam,

Sealed quotations are invited from the reputed suppliers who have GST registration for supply and delivery of Emergency and Pathological disposable items listed in Annexure – A at Port Hospital, Haldia Dock Complex and as per terms & conditions appended in Annexure – B.

You are requested to sign and put official seal and submit all pages of the stated Annexure – A & B along with your offer as a token of acceptance of the terms & conditions stipulated there in. Techno-commercial part of Annexure – A and B along with necessary documentary proof of GST registration number should be submitted in one sealed envelope superscribing “**Techno – commercial part, Annexure A & B**”. All pages of Price part of Annexure – C should be filled & signed along with official seal and should be submitted in a separate sealed envelope superscribing “**Price part, Annexure – C**”.

The sealed offer must be submitted to the office of the Medical Superintendent of Port Hospital, Haldia Dock Complex within ~~05.01.2021~~ by 13:00 hours and the same will be opened on the same date at 15:00 hours. You may send your representative at the time of opening of Tender.

Yours faithfully,

(Dr. J.Samanta),  
Dy. Medical Superintendent  
For Medical Superintendent

No.: MED/002/Disposable/860

Date: 15.12.2020

**ANNEXURE - A**

**TECHNO-COMMERCIAL PART**

**LIST OF EMERGENCY AND PATHOLOGICAL DISPOSABLE ITEMS**

Sl. No.	Name of the items	Unit	Specified Make / Brand	Required quantity	Quoted Make / Brand
1	Disposable Insulin Syringe with needle, Size: 1ml	pc	Hindusthan/Romsons	1100 pcs.	
2	Disposable Syringe with needle, Size: 2ml	pc	Romsons	17000 pcs.	
3	Disposable Syringe with needle, Size: 5ml	pc	Romsons	15000 pcs.	
4	Disposable Syringe with needle, Size:10ml	pc	Romsons	5000 pcs.	
5	Disposable Syringe with needle, Size:20ml	pc	Romsons	20 pcs	
6	Disposable Syringe without needle, Size: 50ml	pc	Romsons	1500 pcs.	
7	Accutrend Glucose (for Accucheck Active) strips (50 or 100 pcs / pack)	pc	Roche	5500 strips.	
8	Ultra-Fine needle Lancet – II (25 pc / pack)	pc	Roche	5000 pcs.	
9	Disposable Needle , Size:22	Pc	Romsons	300 pcs.	
10	Disposable Needle , Size:26	Pc	Romsons	300 pcs.	
11	Latex Tube	Pc	Local	100 pcs	
12	Blood sample collection via (Plain)	Pc	Local	3000 pcs.	
13	Blood Sample Collection Vial (EDTA K3 non-vacuum)	pc	Local	5000 pcs	
14	Sample Collection Container Stool / Urine (Non-sterile)	pc	Local	3000	
15	Sample Collection Container Stool/Urine (Sterile)	pc	Local	3000	

(Signature of the bidder with office seal)

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16	Auto Pipette (Micro Tip) (2 - 200)	pc	Local	4000 pcs.	
17	Auto Pipette (Micro Tip) (200 - 1000)	pc	Local	1000 pcs.	
18	Test Tube (Rimless) , Size 6"	pc	Borosil	50 pcs.	
19	ESR Tube	Pc	Local	20 pcs.	

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**ANNEXURE – B**

**TECHNO COMMERCIAL PART**

**TERMS & CONDITIONS FOR PROCUREMENT OF EMERGENCY  
AND PATHOLOGICAL DISPOSABLE ITEMS**

1.0 **SCOPE OF WORK:**

The work comprises of supplying the Emergency and Pathological disposable items (as stated in the enclosed bill of quantities) & as per purchase order to be issued to the bidder(s). Prices are to be quoted against the items mentioned on the Annexure – C of Price Part.

2.0 **DELIVERY:**

Ordered items should be supplied within thirty (30) days from the date of placement of order (part or full) at Port Hospital, Haldia Dock Complex. Supplied materials should be from fresh batch and items having printed date of expiry should be supplied with at least two-third (2/3<sup>rd</sup>) of the shelf life remaining at the time of delivery. Required quantity mentioned against each item in the tender document may be split into any number of orders over one year from the date of opening of tender. Delivery of materials will not be accepted on Sundays and Holidays.

The successful bidder(s) must make his / their own arrangements for delivery of all materials, as well as for careful and proper unloading and stacking at HDC's Medical Division (store). The responsibility for preventing damage / deterioration to the materials during transit, delivery, unloading and stacking at the designated point shall rest with the bidder.

At the time of delivery if any material is found to be defective in quality and not conforming to the relevant specification, the same shall be liable for rejection and the bidder(s) shall replace the same at his / their cost and arrangement at the earliest.

3.0 **PRICING OF BIDS:**

3.1 Rate should be quoted all inclusive i.e. packing, delivery at Port Hospital and all other charges (if any) involved. No separate payment will be made for transport and delivery of items.

3.2 Quoted rate(s) should remain FIRM till the full ordered materials are delivered. Quoted rates(s) should be valid for one year from the date of opening of bid.

3.3 The bidder(s) should indicate the percentage (%) of GST, and other statutory levies as applicable, showing break-up of the above cost elements in his / their offer. Please note that Haldia Dock Complex does not provide any sale tax declaration form.

(Signature of the bidder with office seal)

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4.0 **PAYMENT:**

Payment would be made through Bank ECS after satisfactory receipt of the ordered materials within 30 (thirty) days of submitting the clear bill. The bills should be submitted in quadruplicate to Medical Superintendent's Office with necessary documents in original. Accordingly, bidders() are requested to submit his / their bank Account No. with the name and address of the bank along with the branch name and IFS code number of the Bank while submitting the bill.

5.0 **INSPECTION:**

Inspection of materials would be done by HDC's authorized representative prior to acceptance at Port Hospital, Haldia Dock Complex. The materials supplied by the supplier should strictly conform to the laid down specifications of tender / order.

6.0 **VALIDITY:**

The offer shall remain open for acceptance up to 60 (sixty) days from the date of opening of tender.

7.0 **EVALUATION:**

Evaluation will be on the minimum rate (inclusive of all i.e. statutory levies, delivery charge etc) quoted against individual items.

The Trustees are not bound to accept the lowest or any tender and reserve the right to accept a tender in full or in part and / or reject tender in full or in part without assigning any reason thereof.

**DECLARATION BY THE BIDDER:**

I / We confirm that all the laid down terms & conditions have been accepted by me / us and I / we agree to be bound by the said terms & conditions.

**Signature of the bidder with office seal**

Full Name of Bidder.....

Address.....

.....

.....E-mail Address.....

Date.....Phone number .....



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**ANNEXURE - C**

**PRICE-PART**

**LIST OF EMERGENCY AND PATHOLOGICAL DISPOSABLE ITEMS**

Sl. No.	Name of the items	Unit	Make / Brand	Required quantity	Unit price (In ₹)	Percentage of GST	Amount of GST (In ₹)	Total Unit price (In ₹)
					(a)	(b)	(c)	(a + c)
1	Disposable Insulin Syringe with needle, Size: 1ml	pc	Hindusthan/Romsons	1100 pcs.				
2	Disposable Syringe with needle, Size: 2ml	pc	Romsons	17000 pcs.				
3	Disposable Syringe with needle, Size: 5ml	pc	Romsons	15000 pcs.				
4	Disposable Syringe with needle, Size: 10ml	pc	Romsons	5000 pcs.				
5	Disposable Syringe with needle, Size: 20ml	pc	Romsons	20 pcs				
6	Disposable Syringe without needle, Size: 50ml	pc	Romsons	1500 pcs.				
7	Accutrend Glucose (for Accucheck Active) strips (50 or 100 pcs / pack)	pc	Roche	5500 strips.				
8	Ultra-Fine needle Lancet – II (25 pc / pack)	pc	Roche	5000 pcs.				
9	Disposable Needle , Size: 22	Pc	Romsons	300 pcs.				
10	Disposable Needle , Size: 26	Pc	Romsons	300 pcs.				
11	Latex Tube	Pc	Local	100 pcs				
12	Blood sample collection via (Plain)	Pc	Local	3000 pcs.				
13	Blood Sample Collection Vial (EDTA K3 non-vacuum)	pc	Local	5000 pcs				
14	Sample Collection Container Stool / Urine (Non-sterile)	pc	Local	3000				

(Signature of the bidder with office seal)

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Sl. No.	Name of the items	Unit	Make / Brand	Required quantity	Unit price (In ₹)	Percentage of GST	Amount of GST (In ₹)	Total Unit price (In ₹)
15	Sample Collection Container Stool/Urine (Sterile)	pc	Local	3000		(b)	(c)	(a + c)
16	Auto Pipette (Micro Tip) (2 - 200)	pc	Local	4000 pcs.				
17	Auto Pipette (Micro Tip) (200 - 1000)	pc	Local	1000 pcs.				
18	Test Tube (Rimless) , Size 6"	pc	Borosil	50 pcs.				
19	ESR Tube	Pc	Local	20 pcs.				

(Signature of the bidder with office seal)