

Memo No: - DHFWS/ 304/22

Dated: 04/03/2022

**NOTICE INVITING QUOTATION NO: - DHFWS/CW-06 OF 2021-22**

The Chief Medical Officer of Health & Secretary under District Health & Family Welfare Samity, Jalpaiguri invites bids in two bid systems (Technical and Financial Bid) for "Supply & Fixing of Signage / Display board & Door name plates at 48 nos. Suswasthya Kendra, Jalpaiguri". For details, interested bidders may please visit notice board of the undersigned or website: [www.jalpaigurihealth.com](http://www.jalpaigurihealth.com). The sealed quotation (Technical and Financial Bid) has to be submitted in the drop box earmarked for this purpose. A separate envelope for financial bid should be used & to be put as inside the large envelope along with all documents mentioned in above. Name of the work and NIQ no., Memo. no., date etc. should be subscribe on the sealed cover of the NIQ.

Sl no.	Name of the work	Type of Work	Tender amount (INR)	Earnest money (INR)	Time of completion of work
1	Supplying, Delivery and Fixing of 02 nos. Vinyl Printed Acrylic Signage board and 12 nos. Door name plate for infrastructure strengthening of Sub Centre under at Jalpaiguri District to upgraded into Suswasthya Kendra (Health and Wellness Centre").	Signage / Display board & Door name plate Work	Item rate	9583 /-	15days

The authority reserves the right to reject or cancel any quotation at any time without assigning any reason thereof.

During the scrutiny, if it come to the notice to quotation inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allowed to participate in the quotation and that application will be out rightly rejected without any prejudice.

The Tender Selection Committee reserves the right to cancel the NIQ due to unavoidable circumstances and no claim in this respect will be entertained.

CMOH & Secretary  
DH & FW Samiti, Jalpaiguri

04/03/2022

Copy forwarded for information and wide circulation to: -

1. The Sabhadhipati, Jalpaiguri Zilla Parishad, Jalpaiguri.
2. The District Magistrate, Jalpaiguri.
3. The Dy.CMOH-I/II/III, Jalpaiguri.
4. The Superintendent of Police, Jalpaiguri.
5. The Post Master, Jalpaiguri Head Post Office, Jalpaiguri.
6. The DPHNO, Jalpaiguri.
7. The DTO, Jalpaiguri.
8. The ACMOH, Mal Sub Division, Jalpaiguri.
9. The AO & Tresurers, CMOH Office, Jalpaiguri.
10. The BMOH, All Block, Jalpaiguri.
11. The AE / BME / DPM/ DAM/ SAE (Civil / Electrical), NHM, DPMU, Jalpaiguri.
12. The Notice Board of CMOH Office, Jalpaiguri.
13. The IT Cell, Swasthya Bhavan, Kol-91 with a request to upload the NIQ at their Departmental Website.
14. The DSM, NHM, Jalpaiguri with the direction to publish to [www.jalpaigurihealth.com](http://www.jalpaigurihealth.com)

CMOH & Secretary  
DH & FW Samiti, Jalpaiguri

1. General Instructions:

Interested bidder may download the quotation documents free of cost from the website: [www.jalpaigurihealth.com](http://www.jalpaigurihealth.com) directly or collecting the same from the office of the undersigned. Earnest money should be deposited by demand draft in favour of "The CMOH, Jalpaiguri" payable at Jalpaiguri and also to be submitted along with quotation documents.

2. Submission of bids:

Both Technical bid and Financial Bid are to be submitted. All papers must be submitted in the drop box earmarked for this purpose. A separate envelope for financial bid should be used & to be put as inside the large envelope along with all documents mentioned in above.

3. Time Schedules for the tender

THE TIME SCHEDULE FOR THE QUOTATION WILL BE AS PER THE LIST PROVIDED BELOW.

4. ELIGIBILITY FOR QUOTING:

Any bonafide bidder having essential qualifications as mentioned in this quotation document could be eligible for submission of bid for the quotation. The price is to be quoted in Indian Rupees only including all taxes, GST, Labour Welfare cess etc as per Govt. norms. The work should be done as per specified item and drawing which are mentioned in the BOQ. The total liabilities of contractors from this end will be closed after receiving of final bill. The work area should be totally cleaned after completion of work and all contingencies should be removed before submission of final bill. The agencies who have been delisted or debarred by any Government Department shall not be eligible in any way of this NIQ.

Any other law or act or rule as may be in force and made applicable to the workmen / supervisor / or other persons as may be deployed by the contractor for planning out the assign job involving use of skilled / semi-skilled / unskilled workers.

\*\*\*\*Payment for the work will be made on availability of fund\*\*\*\*



## 5. SUBMISSION OF THE TENDERS :

The quotation is to be submitted in a two Bid System.

[A] Technical Bid:

(a) . Statutory Cover containing the following documents:

**BID A:**

The Bidder has to be submitted the duly signed NIQ, Documentary Proof in support of deposited Earnest Money (EMD) should be enclosed with the NIQ.No exemption regarding submission of Earnest Money deposit (EMD) will be entertained for this NIT as per order 3975-F(Y), date- 28<sup>th</sup> July, 2016 and 441-F(Y), 27<sup>th</sup> January, 2020 of the Audit Branch, Finance Department, Govt. of West Bengal. :-

SI No	Category	Sub Category	Sub Category Description
A	Certificates	A1 Certificates	PAN card of the authorized signatory.
			Up to date Professional Tax Registration Certificate& challan.
			GST Registration Certificate
			Trade License upto date
B	Company Details	B1 Company Details	Registration with Registrar of Companies (if applicable)
			Partnership Deed in case of Partnership Firm (if applicable)
			Power of Attorney (if applicable)
C	Credential	C1: Credential 1 Details	<p>i) For first call of NIQ : Intending tenderes/ quotationer should produce credential Similar nature of work or any type of Civil work having done at least of 40% of quoted amount put to tenders/quotation during 5 (Five) years prior to the date of issue of this tender notice or</p> <p>ii)Intending tenderes/ quotationer should produce credential of 02 (two) Similar nature of work or any type of Civil work, each of the minimum value of 30% of the quoted amount put to tenders/quotation during 5 (Five) years prior to the date of issue of this tender notice.or</p> <p>iii)Intending tenderes/ quotationer should produce credential of one single running of work of Similar nature of work or any type of Civil work which has been completed to the extent of 80% or more and value of which is not less than the desired value at above.</p>
D	FINANCIAL INFO	D1: Income Tax Return	Income tax Return to be submitted for the year (Assessment year 2021-22).

2. COVER "B" :

[B] FINANCIAL BID "B" :

(i) BOQ for INR.

The folder as "Financial Bid" shall contain base price in Indian Rupee including all charges.

## 6. Evaluation of the quotationers:

During the quotation evaluation process, the "Bid A" (technical bid) will be opened first. Those quotationerwho have qualified the essential & other requirements will be identified and only their "Bid B"



(financial bid) i.e. Financial bid will be opened. The "Bid B" of those quotationer failing to meet the technical & other requirements of participating in the quotationer will not be opened and be rejected. The quotationer offering the item found suitable and as being as per the tender specifications will only be selected.

The quotationer who have been so identified to have been technically suitable in the context of above will be deemed to have passed the test of essential and other requirement of the quoted item or items.

The "Bid B" (Financial Bids) of only these quotations passing the essential and other requirement test will be opened.

If found suitable in the context of above prequalification etc., the quotationer quoting the lowest rate will be considered as successful.

#### 7.Date& Time Information: -

Sl. No.	Particulars	Date & Time
1	Date of publishing of N.I.Q.	08/03/2022, 11 pm
2	Date & Time limit for receipt of Quotation documents:	08/03/2022 to 16/03/2022 , 1 PM
3	Bid submission start date	08/03/2022
4	Bid submission closing date	16/03/2022, 3 pm
7	Bid opening date for Technical Proposals	16/03/2022, 3.30 pm
8	Date of list for Technically Qualified Bidders	To be notified later
9	Date of opening of Financial Proposal	To be notified later
10	Date of list of finally selected bidder/bidders	To be notified later

CHIEF MEDICAL OFFICER OF HEALTH, JALPAIGURI RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE IN CASE OF ANY EXIGENCIES AFTER PUTTING UP A NOTICE IN THE DEPARTMENTAL WEBSITE AND CMOH OFFICE, JALPAIGURI.

#### 8. Cost of Earnest Money :

All bidderes has to be submitted Earnest Money Deposite (EMD) by Demand Draft (DD) in favour of the "The CMOH, Jalpaiguri", Payble at Jalpaiguri".along with the NIQ.Documentary Proof in support of deposited Earnest Money (EMD) should be enclosed with the NIQ.No exemption regarding submission of Earnest Money deposit (EMD) will be entertained for this NIQ as per order 3975-F(Y), date- 28<sup>th</sup> July, 2016 and 441-F(Y), 27<sup>th</sup> January, 2020 of the Audit Branch, Finance Department, Govt. of West Bengal..

The earnest money of the quotationer will liable to be forfeited if the quotationer withdraws his quotation as a whole or for any particular item or items at any stage after the opening of the quotation, or fails / refuses to enter into written agreement for any of all of the items of his accepted quotation within the time specified when requested to do so/fails to furnish Security Deposit within the stipulated time.

The Earnest Money will be refunded after finalization of the quotation or within 3 (three) months from the date of opening of quotation whichever is later against the specific prayer of quotationer.Also follow the 3975-F(Y), date- 28<sup>th</sup> July, 2016 and 441-F(Y), 27<sup>th</sup> January, 2020 of the Audit Branch, Finance Department, Govt. of West Bengal.

#### 9.RATE:

The price is to be quoted in item rate of tender amount in Indian Rupees only including all charges example all taxes, GST and 1% Labour welfare cess as per Govt. rules in the BOQ format which is attached in this NIQ.

#### 10.ORDER:

Work Orders for the said works will be placed with the successful quotationer after the execution of the agreements by 2911, 2911(i), 2911 (ii) format. The successful quotationer will have to complete the work within the specified time schedule that had been assured at the time of selection as successful bidder



### 11. WITHDRAWAL / CANCELLATION & PURCHASE POLICY OF TENDERING AUTHORITY:

The tendering authority reserves the right to withdraw any item from the quotation at any stage. The selection of such item, if already made in favour of any quotationer, shall be treated as cancelled.

The tendering authority reserves the right to reject or accept any quotation or part thereof at any stage or to split any quotation without assigning any reason. Withdrawal of quotation or any revision after submission of quotation by the quotationer will not be allowed.

The tendering authority reserves the right to accept or reject any quotation, in part or in full, without assigning any reason.

### 12. PENALTY CLAUSES-

**PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRADULENT/ MISLEADING DOCUMENTS:** If during the quotation process or at any state during the validity of the quotation period, it is found that a quotationer has formed a cartel in what so ever form or name to fix up the rates or bidders to the detriment of the fairness of the quotation process, penal measures shall be initiated. Similar penal measures shall also be initiated against those quotationer who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be Forfeiture of Earnest Money, Forfeiture of Security Deposit if enlisted as a successful bidder.

### 13. APPEAL:

Appeal against the decision of the CMOH & Secretary, District Health & Family Welfare Samiti, Jalpaiguri and to impose such a penalty will lie with Tender / Quotation Selection Committee. Review against the decision of the T.S.C. will lie with Health & F.W. Deptt of the Govt. of West Bengal.

### 14. AGREEMENT:

On a quotation being accepted, intimation of acceptance will be forwarded to the quotationer by CMOH & Secretary, District Health & Family Welfare Samiti, Jalpaiguri. After communication of the same, the quotationer will have to execute agreement in the 2911/2911(i)/2911 (ii) format with the CMOH & Secretary, District Health & Family Welfare Samiti, Jalpaiguri.

### 15. SECURITY DEPOSIT & Labour Cess Deduction & Defect liability period :

The Security Deposit will be mandatory for all bidders and will not be waived in any case.

Security deposit @ 10% will be deducted from the bill. Labour welfare cess @ 1 % will be deducted from the bill & others deduction may be applicable as per govt. norms.

### 16. PAYMENT TERMS:

Payment will be made through e payment system through ECS/RECS/RTGS after execution of the work subject to:

On being selected, the successful vendors will have to submit one application to the Chief Medical Officer of Health, Jalpaiguri, stating name of the payee/ recipient, Bank account no with MICR code, IFSC of the payee/ recipient for making e payment. No manual payment is allowed to be made as far as practicable.

CMOH & Secretary  
DH & FW Samiti, Jalpaiguri

*[Signature]*  
04/03/2022

CHECK LIST FOR THE BIDDERS: -

Sl No	Items	Please put Tick Mark	
		Yes	No
1	Tender Application .	Yes	No
2	EMD	Yes	No
3	Credential	Yes	No
4	Trade License Upto date	Yes	No
5	GST Registration CertificateUpto date	Yes	No
6	Professional Tax Registration Certificate & challan.Upto date	Yes	No
7	Pan Card	Yes	No
8	I.T Clearance Certificate(Assessment year 2021-2022)	Yes	No
9	Partnership Deed (if applicable)	Yes	No
10	Registration proof in case of firms with registrar of companies (if applicable)	Yes	No
11	Power of Attorney (if applicable)	Yes	No

Signature of the bidder with date & seal

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



ANNEXURE \_I  
APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full address and contactno.etc)

To  
The CMOH & Secretary  
DH & FW Samiti  
Jalpaiguri

Ref: NOTICE INVITING QUOTATION NO: - DHFWS/CW-06 OF 2021-22

Memo no : DHFWS/

Date:

Sub:Quotationfor :Supplying, Delivery and Fixing of 02 nos. Vinayl Printed Acrylic Signage board and 12 nos. Door name platefor infrastructure strengthening of Sub Centre under atJalpaiguri District to upgraded into Suswasthya Kendra (Health and Wellness Centre”).

Sir,

I/We have thoroughly read all the terms and conditions of this tender guideline and is ready to execute the said work/works in accordance with that.

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 also understand that the tender selection committee reserves right to accept or reject any bid without assigning any reason thereof.

I/We confirm that we do not stand deregistered/banned/backlisted by any Government Authorities/Organization/Institution etc.

I/We have inspected the site of the work and have made me/us fully acquainted with the local conditions and around the site of the works.

I/We shall be bound by conditions laid down in the Notice Inviting Tenders, special terms and conditions and specifications, specified scheduled and also the I.S.I Code of practice.

I/We shall also uniformly maintain such progress with the work, as may be directed by the Engineer-In-Charge of the work to ensure completion of the same within the stipulated date.

Brief of court/legal 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.

Bidder to be filled:-

Full address:

Valid E-mail id:-

Valid contact no.:-

Signature of the bidder/authorized representative with  
Seal & Date

Government of West Bengal  
Office of the Chief Medical Officer of Health,  
(District Health & Family Welfare Samiti)  
Jalpaiguri

**Bill of Quantity (BOQ)**

**NIQ No:-** DHFWS/CW - 06 OF 2021-22

**Name of work:** Supplying, Delivery and Fixing of 02 nos. Vinyl Printed Acrylic Signage board and 12 nos. Door name plate for infrastructure strengthening of Sub Centre under at Jalpaiguri District to upgraded into Suswasthya Kendra (Health and Wellness Centre").

**Name of Bidder/Bidding Firm/Company :-**

SL NO	Description of work	Qty	Unit	Rate (INR)	Amount (INR)
1	Design, Fabrication, Supply, Delivery (factory to health facility) and Fixing of Vinyl Printed Signage/Display board ( Size of board 4 X 3 sqft - 1 nos. and 6 X 4 sqft- 1 nos. ) , fabricated with rectangular angle/flat iron structure by 16 SWG and fascia to be made of 1.5 mm Acrylic sheet and approved specification / Letters to be digitally printed on Vinyl sheet by computerized inscription.logo, Color,lettering style etc will be made as per approved specification and as per direction of the E.I.C. & ready signage to be fixed on wall/roof by 50x50 mm angle iron or as per site requirement and Supplying, Delivery & fixing of 12 nos. Door name plate having sizes of each name plate 10 " X 3 which is to be fixed on each door of Health facility or as per site requirement or as per direction of E.I.C '. Specification of Door plate would be Vinayle printed letter on Acrylic sheet. The matter is to be done as per approved specification.	48	nos.		
<b>Grand Total Rs.</b>					
<b>Total amount in Words</b>					

Date:  
Place:

\_\_\_\_\_  
Signature of bidder



# LIST

## Up-gradation of Sub- Centre to Suswasthya Kendra( Health & Wellness Centre), Jalpaiguri

### Phase 02

SL no	Name of block	Name of Facility
1	SADAR	Daikhata
2	SADAR	Mondal Ghat
3	SADAR	Nagar Berubari
4	SADAR	Golghumti
5	SADAR	Baropatia
6	SADAR	Baroghoria
7	SADAR	Kachua
8	SADAR	Sepaipara
9	SADAR	Dosdarga
10	SADAR	N.Boalmari GPHQ
11	SADAR	Bahadur
12	SADAR	Kharija Berubari
13	SADAR	Rangdhamali
14	SADAR	Kumarpara
15	SADAR	South Berubari
16	SADAR	Banizerhat
17	SADAR	Lalbazarpara
18	SADAR	Gouruchandi
19	SADAR	Johari
20	SADAR	Gedipara
21	SADAR	Bodaganj
22	SADAR	Baruapara
23	SADAR	Sovabari
24	SADAR	Raninagar
25	SADAR	Satkura
26	SADAR	Sajnapara
27	SADAR	Jamuribari
28	SADAR	Dingapara
29	SADAR	Paharpur
30	NAGRAKATA	Kalabari
31	MAYNAGURI	Purba Dehar
32	MAYNAGURI	Dakshin Barogila
33	MAYNAGURI	Brahmapur
34	MAYNAGURI	Patkakhocha
35	MAYNAGURI	Helapakri
36	MAYNAGURI	Kashirdanga
37	MAYNAGURI	Jabramali
38	DHUPGURI	Vemtia
39	DHUPGURI	Khalaigram
40	DHUPGURI	Jurapani
41	DHUPGURI	Purba Altagram
42	DHUPGURI	Chalantika
43	DHUPGURI	Bagribari
44	DHUPGURI	Chamurchi GPHQ
45	DHUPGURI	New Doors
46	DHUPGURI	Gairkata
47	RAJGANJ	Bholapara
48	MATIALI	Songachi