

TENDER DOCUMENT FOR

"For up-gradation of computers of different departments of MKCG Medical College "

OFFICE OF THE DEAN & PRINCIPAL,

MKCG MEDICAL COLLEGE, BERHAMPUR ODISHA

Tel: (0680)-2292746 Fax No.2292809

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(The Tender cost of Rs.2000/-+ GST is non refundable to be paid by way of E-challan under head of Account 0075-00-800-0097-02237-000 through Odisha Govt. Treasury site.)

DATE OF PUBLICATION IN THE NEWS PAPER:10-02-2024

LAST DATE FOR SUBMISSION OF TENDER:- 24-02-2024 BY 4.30 P.M

DATE OF OPENING OF TECHNICAL BID: 24-02-2024 AT 5 P.M

DATE OF OPENING OF FINANCIAL BID: 26-02-2024 AT 4.30 P.M



TENDER PAPER
TERMS AND CONDITIONS.

1. The sealed tenders should be super scribed as Tender for **up-gradation of computers of different departments** are to be submitted by Regd. Post/Speed Post/Courier service only so as to reach in the Office of the Dean & Principal, M.K.C.G. Medical College, Berhampur-4 on or **before 15 days by 4.30 P.M from the date of publication of the Tender Call Notice in the news paper**. The tenders received beyond the scheduled time and date will not be considered under any circumstances. The Tender should be of double bid system **i) Technical Bid & ii) Price Bid in two sealed covers duly super scribed as Technical Bid & Price Bid and be submitted with one sealed cover**. The Tender cost of Rs.2000/-+ GST is non refundable to be paid by way of E-challan under head of Account 0075-00-800-0097-02237-000 through Odisha Govt. Treasury site
2. The sealed tenders submitted by the tenderers shall be opened by the Purchase Committee of office of the Dean & Principal, M.K.C.G. Medical College, Berhampur in his Office Chamber in the presence of either the tenderers or his /their authorized representatives who should remain present at the scheduled date and time with proper authorisation. If any tenderer or his / their authorized representative fails to turn up at the time of opening of the tenders that will not bar to the authorities from opening the tenders or carrying on subsequent tendering procedures.
3. The tender should be clearly typed / computerized without any correction, interpolation and over-writing etc. and each page of the tender should bear the dated signature of the tenderer. Correction/over writing or interpolation of any entry should be attested by the tenderers failing which the tender for the relevant item or items shall not be taken in to consideration.
4. The rates should be inclusive of all taxes and is valid for three years from the date of finalisation of this tender.
5. The prices quoted should be final and shall not be subject to any escalation during the validity period of the tender/till the purchase is over.
6. The tenderer should submit/furnish a certificate in the tender to the effect that price quoted by him/them is not more than the open Market Price.
7. The tenderer will arrange the documents like authenticated paper regarding Letter of Authorization of the Principal Firm at his/their risk, responsibility and cost if any. The authorization certificate should be furnished with the quotation if any.
8. The tenderer should furnish Photostat copies of the up to date GST, and Filling of Income tax return certificates of last three years along with money receipt in original relating to his/their firm along with the tender.
9. The tenderer should furnish the Earnest Money Deposit **Rs.5000/-, only in shape of Bank Draft in favour of the Dean & Principal, M.K.C.G. Medical College, Berhampur payable at M.C.C Branch Berhampur**, along with the tender. The EMD will be forfeited in case, the successful tenderer fails to execute the order within the stipulated period mentioned in the Purchase Order in supply of the same.



10. Purchase order shall be issued in favour of the successful tenderers by Regd.Post with A.D **after approval in the Purchase Committee.** It is obligatory on the part of the selected firm to acknowledge receipt of the purchase order within seven days. The Lowest Quoted firm will be selected in average of all the items for all the departments. Single firm will be approved for up-gradation of computers.

11. The up-gradation of the computers must be done within 15 days from the date of receipt of purchase order. Otherwise penalty will be imposed @ .5% of the basic value of order per day.

12. The Dean & Principal MKCG Medical College Berhampur as the Authority reserves the rights to reject any tender or all tenders in part or full without assigning any reason thereof.

13. Documents misleading of facts are liable for rejection/cancellation of tender/purchase order and also action under Penal Provisions.

14. The tenders of the defaulting// Black listed suppliers will not be taken into consideration.

15. Supply of sub-standard items or non-performance of tender terms & conditions will disqualify a firm to participate in the tender process in future.

16. All legal disputes, if any relating to purchase, Installation and functioning of the system shall subject to jurisdiction of the Court situated in Berhampur, Ganjam, Odisha.

17. The payment to the firm shall be made after submission of satisfactory report from end user.

18. The Tenderer should submit their tender only after publication in the newspaper.

19. 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. The prescribed check list should be submitted completing in all respect. (putting the page numbers in the check list)

20. The tendering agencies are required to enclose photocopies of the following documents (duly attested by Group "A" Gazetted Officers of the State Governments/Central Government), along with the Technical Bid, failing which their bids shall be summarily/ out rightly rejected and will not be considered any further:

- a. EMD @ **Rs.5000/-** of the quoted value of Tender in shape of BD in favour of the Dean & Principal MKCG MCB.
- b. Registration certificate of the organization.
- c. Copies of authorization letter of Principal firms if any
- d. Copy of GST Reg. Certificate
- e. GST Clearance certificate
- f. Copy of Aadhar Card
- g. An affidavit in original (Stamp paper) to the effect that the firm has not been blacklisted anywhere.
- h. Copy of PAN Card.
- i. Copy of the 1ST Page of the Savings Bank Account/Current Account Pass Book
- j. Required documents like ISO/BIS/CE/IS/GMP/EPM Registration certificate
- k. Copy of Filing of Income tax return certificate.

21. The successful tenderer will have to deposit a Performance Security Deposit of **5% of the ordered value** in the form of Bank Guarantee from only Nationalized Bank drawn in favour of the Dean & Principal, MKCG Medical college, Berhampur within two days from the date of receipt of provisional purchase order. Then only final Purchase order will be issued. The Bank Guarantee shall be returned to the firm after the Warranty/Guarantee period is over.

N.B.:- (1) The tenderers are requested to go through the terms and conditions thoroughly and carefully and furnish their tenders fulfilling all the requirements to avoid rejection of their tender(s).

(2) The documentation as required in the Technical specification should be submitted along with the technical bid failing which the bids shall be summarily/out rightly rejected.


Dean & Principal
MKCG Medical College
Berhampur

NAME OF THE DEPARTMENTS WHERE THE UP-GRADATION OF COMPUTERS ARE REQUIRED

Sl.No.	Name of the Department	Location
1.	Pathology	Admn Block
2.	Microbiology	-do-
3.	Community Medicine	-do-
4.	Pharmacology	-do-
5.	Physiology	-do-
6.	Biochemistry	-do-
7.	Anatomy	-do-
8.	FM&T	-do-
9.	Central Library	New Library Building
10.	Orthopedics	Old Ortho Building,
11.	Anesthesiology	Surgery Block
12.	Pediatrics	New Pediatric Building
13.	Psychiatry	New Psychiatry Building
14.	Administrative Office(Dean Office)	Dean Office
15.	Academic Block	New Academic Block
16.	Cardiology	PMSSY Building
17.	Endocrinology	PMSSY Building
18.	O&G	O&G Building
19.	Ophthalmology	Old Building near Hanuman Temple
20.	Medicine	Old Medicine Building


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Berhampur

NB: 1. The bidder must visit the site of installation of Computers before submitting the technical bid.

2.Items required for up-gradation of computers and service charge must be quoted in the bid.

TENDER PROFORMA FOR TECHNICAL BID

Sl, No	Name of the Item	Details Specifications As per tender	Mfg Name Brand name	Authorization
1	2	3	4	5

TENDER PROFORMA FOR PRICE BID

Sl, No	Name of the Item	Basic Price per unit	GST in rupees (with%)	Total (3+4+5)
1	2	3	4	5

B

**TENDER FOR SUPPLY FOR UP GRADATION OF COMPUTERS OF DIFFERENET DEPARTMENTS & ADMN OFFICE MKCG MEDICAL COLLEGE, BERHAMPUR
TENDER NOTICE NO.1396 Dt.8-2-2024
BID PERIOD: 10-02-2024 TO 24-02-2024
LAST DATE FOR SUBMISSION OF BID:- 24-02-2024 BY 4.30 P.M
DATE OF OPENING OF TECHNICAL BID:- _____ AT 5 P.M
NAME OF THE BIDDER M/S. _____**

Please put ✓ in the respective box

DOCUMENTS: SUBMITTED OR NOT

(TECHNICAL BID)

1. EMD Rs.5000/-	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. Registration Certificate of the Organization.	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. Copies of authorization letter of Principal firms if any	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4. Copy of GST Reg.	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. Copy of GST Clearance certificate	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6. Copy of GST Aadhar card	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7. An affidavit in original to the effect that the firm has not been blacklisted anywhere.	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8. Copy of PAN Card	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9. Copy of the 1 ST Page of the Savings//Current Bank account	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10. Copy of Filling of IT Return certificate	Page <input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Note: All documents submitted shall be consecutively numbered. The above check list should be submitted completing in all respect. (putting the page numbers in the check list)

SIGNATURE OF THE BIDDER



**MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY
[Ref. Para 22(i)]**

To

The _____.

WHEREAS..... (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no..... dated to supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the day of, 20.....

Our..... branch at* (Name & Address of the* branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our* branch a written claim or demand and received by us at our* branch on or before Dt.....otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

* Preferably at the headquarters of the authority competent to sanction the expenditure for purchase of goods or at the concerned district headquarters or the State headquarters.

Model Agreement for Supply of Goods**[Ref. Para 23(1)]**

THIS AGREEMENT made this..... day of.....
20..... BETWEEN M/s..... & Co Ltd having registered office at
in the State of..... (hereinafter called the 'Supplier' which expression shall,
unless excluded in the subject or context, include the heirs, successors, legal representatives,
and permitted assigns) of the one Part.

AND

the of Odisha (hereinafter called the 'the' which expression shall,
unless excluded in the subject or context, include the heirs, successors, legal representatives,
and permitted assigns) of the other Part. WHEREAS the wants to purchase the goods
mentioned in the schedule.

NOW THESE PRESENT WITNESS AND IT IS HEREBY AGREED AS FOLLOWS:

1. That the time shall be the essence of the contract and the supplier shall supply the
goods in the schedule completely so as to make delivery..... (place) on or before
the date failure to do which will entitle the to rescind the contract
immediately.

2. That the goods shall be of the specifications and price mentioned against each. Any
variation on inspection will entitle the to refuse the consignments either in whole or in
part, as the case may be, the whole, if the part renders it useless.

3. That the goods shall be inspected at..... (place) in the
presence of the officers of both parties duly authorized in that behalf on a day fixed in a notice
by either of the parties, provided such day is not postponed for more than a period of two
months after the date given in the notice. Default by the Supplier shall disentitle him to raise
any objection subsequently to the result of inspection made by the in his absence and
claim any compensation on that account.

4. That the Supplier shall guarantee durability of the goods for a period of.....
from the date of completion of supplies and installation in the case of machineries and any
damage, done to the goods in the usual course of use or any deficiency, detected in them
subsequent to such completion and installation and during the period aforesaid shall be made
good to render due service at the cost of the Supplier within a period of two months from the
date of receipt of the notice in that behalf and no decision shall be taken by the Supplier or any
person on his behalf as to the defects or deficiency without notice to the failure to do
so shall be deemed that the Supplier has no intention to discharge the obligation and thereupon
the amount of security, deposited separately or withhold from his bill, shall stand forfeited to the
..... The Supply of goods other than machineries shall be deemed to be complete only
after final approval by the officer duly authorised on inspection whose decision shall be final and
in case of machineries exactly in the same manner and installation which would include test
working for 7 (seven) days.

5. The Goods shall be duly packed and insured by the Supplier for transit and be despatched at the risk of the carriers and the shall not be responsible for any loss or damage during the transit or at any time prior to inspection and approval.

6. That the price of goods shall be paid in advance or on the completion of supplies and installation as the case may be in agreed instalments on bills submitted(as indicated in the Payment Schedule) provided the may withhold payment of..... per cent of the total amount payable as security for the period of guarantee if no amount equal thereto has already been deposited as such.

7. That any damage or deficiency if not removed during the stipulated period by the Supplier may be removed by the at his cost to be reimbursed by the Supplier. Any amount payable to the hereunder shall be recovered as public demand under the Orissa Public Demand Recovery Act, 1963 and shall bear 6% interest per annum till certificate for recovery is filed.

8. That the supplier shall deposit Rs..... towards earnest money at the time of acceptance of tender for due performance of the covenants hereof and such money shall be forfeited to the in case of breach of all or any of the covenants.

9. That any dispute arising hereunder shall be resolved in the following manner:

.....
.....

10. That Sri..... is duly authorised in the order No....., dated.....by the and Sri..... on behalf of the company to execute the deed.

11. The cause of action hereunder shall always be deemed to arise at.....

12. That the stamp duty shall be borne by.....

SCHEDULE OF GOODS Name of the Goods Specification with number and make etc Price agreed

IN WITNESS WHEREOF the parties hereto have signed this deed this day..... of..... mentioned against the signature of each in the presence of.....

Witness

