

Terms & Conditions for Rate Contract

Towards

“Tender for Sentinel Surveillance Consumables 2018 - 19”

Tender / Bid Reference No. 6082 / OSACS dated 28.11.2018

Tender Document for **“Sentinel Surveillance Consumables 2018-19”** and the Rate Contract will be valid and in force for a period of one year from the date of approval of this Tender.

- ◆ Availability of Tender document in website for downloading : **30 / 11 / 2018**
- ◆ Date & Time of Pre Bid Conference : **11 / 12 / 2018 at 11.30 AM**
- ◆ Last Date & Time of Receipt of Bid documents : **19 / 12 / 2018 by 11.00 AM**
- ◆ Date & Time of Bid Opening: : **19 / 12 / 2018 at 11.30 AM**
- ◆ Place of opening of submitted Bid : **Conference Hall of OSACS**

Address for Communication:

PROJECT DIRECTOR
ORISSA STATE AIDS CONTROL SOCIETY (OSACS)
Oil Orissa Building, F-Nayapalli, Bhubaneswar-751012,
Ph: 2395415/2393235 Fax: 2394560/ (0674),
E-mail: orissasacs@gmail.com

TERMS AND CONDITIONS

1. Sale of Tender/Bid Document:

The prospective bidder/agency may download the complete set of the tender documents directly from the websites i.e., www.osacs.nic.in & www.odisha.gov.in and submit the same to OSACS along with the cost of Tender Paper for **Rs. 1,000/-** only in shape of crossed Demand Draft / Pay Order (Non-Refundable) drawn from Bank regulated under RBI norm in favour of "**Orissa State AIDS Control Society**", payable at **Bhubaneswar**. The cost of the Tender Paper & EMD should be submitted separately in separate demand drafts. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from OSACS's office notice board before last date of submission of the tender document. Office of Project Director, OSACS shall not be liable for any delay / omission on part of the bidder. The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.

2. Bid Price:

- a. The tender shall be submitted in **two bid system** i.e., **Technical Bid & Financial Bid**. **Financial Bid** should contain only the price Bid exclusively as per format enclosed at **Annexure-II** without any deviation and Technical Bid should contain all other documents as per the tender terms along with EMD & Tender paper cost. The **Technical Bid & Financial Bid** will be covered in two separate envelopes clearly written on envelop as "**Technical Bid**" & "**Financial Bid**" respectively and these two bids will be put in a Big envelop by mentioning on the top of envelop "**Tender for Sentinel Surveillance Consumables 2018 - 19**" with reference to **advertisement no. & date**.
- b. The quoted rates shall include the excise duty and the Bidder's cost towards insurance, packing & forwarding, transportation charges for deliver the items at Office of the Project Director i.e., at Orissa State AIDS Control Society Head Quarter, Bhubaneswar.
- c. The rates should be fixed and valid up to period of one year from the date of finalization and approval of this tender or finalization of the next year tender, whichever is earlier.

3. Bid Security & Documents:

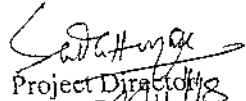
- a. The Bidder shall furnish Earnest Money Deposit (EMD) for **Rs. 35, 800/-** in the shape of Bank Draft / Pay Order drawn from Bank regulated under RBI norm in favor of "**Orissa State AIDS Control Society**", payable at **Bhubaneswar**. **Any bid not secured with bid security / EMD will be rejected**. For MSME firms the Rule-170 of General Financial Rule of Govt. of India is applicable.

The above bid security will be forfeited if a bidder

- (i) Withdraws its bid during the period of bid validity.
- (ii) Fails to perform the contractual obligations as per the approved and placed purchase Order.
- b. The EMD of the unsuccessful Bidders will be returned after finalization of the tender without any interest.
- c. The goods offered by the Bidder must meet with the mentioned Technical Specification and conform that the standards of the quoted items is up to the standard quality as mentioned in Technical Specifications.
- d. The Bidder must submit the photocopies of orders along with photocopies of supplied challans against the same order as proof copy towards supplied similar type of goods to any Government Hospitals, PSU undertaking Hospitals and Corporate Hospitals.

- e. Samples as per specification of the quoted items shall be directly deposited at the office of the Project Director (OSACS) before last date & time for submission of the tender, which should be duly signed and stamped by the bidder. If any Agency failed to submit the total samples as per quoted item, the bid will be rejected. Further **“Technical Bid” & “Financial Bid” will not be taken into consideration for open.**
4. Each Bidder shall submit price bid as per **Annexure-II** mentioned in the advertisement. Any alternative price bid submitted by the same agency will be rejected. And said agency will be debarred from the bid process.
- 5. Pre-Bid Meeting:**
A Pre-Bid meeting will be held on 11/12/2018 at 11.30 AM in the conference hall of OSACS. Interested prospective Bidders shall attend the said meeting to clarify their doubts if any, the authorization letter to attend the meeting along with their doubts/suggestion in written for discussion. The decision taken in the Pre-Bid meeting will be incorporated in the tender and the decision will be floated in the website or in the notice board of OSACS. The Bidders should submit their Bids accordingly.
- 6. Performance Security:**
- The successful Bidder / Agency irrespective of its registration status will submit the **Performance Security @ 10% of the order value** in the form of an Account Payee Demand Draft or Pay Order or Bank Guarantee in favor of **“Orissa State AIDS Control Society”, payable at Bhubaneswar.**
 - The EMD will be returned to the successful Bidder/Agency after receipt of the Performance Security, otherwise EMD of the Agency will be forfeited, order will be cancelled and the Bidder/Agency irrespective of its registration status will be debarred /Blacklisted by OSACS for next three years not to participate in OSACS tender.
 - The performance Security of the Agency will be returned without interest only after successful completion of supply followed by necessary verification certificate by the approved committee only.
7. The purchase order will be placed to the selected Bidder / Agency, whose Package bid price will be determined to be substantially responsive.
8. In case, the Bidder/Agency not executed the order in due course of time the EMD/Performance Security as the case may be, will be forfeited.
- 9. Eligibility Criteria (Any deviation will not be considered):**
- ✓ Required Tender Paper Cost and EMD must be in favor of **Orissa State AIDS Control Society** Payable at **Bhubaneswar.**
 - ✓ Self attested photo copy of GST Registration Certificate.
 - ✓ Copy of GST Return up to September 2018.
 - ✓ Self attested photo copy of PAN card.
 - ✓ Rate should be quoted as per format at **Annexure-II.**
 - ✓ Past performance as per **Annexure-III.**
 - ✓ Samples of all the quoted items duly signed and stamped by the Bidder/Agency should be deposited on or before time as mentioned and to be handed over to Mr. Kamal Lachan Das at OSACS head quarter.
 - ✓ Price of different brands for a single item shall not be accepted and the tender will be rejected in case of such violation.

- ✓ Copy of the order executed during last three years to any Govt. Hospital, PSU undertaking Hospital, Corporate Hospital should be enclosed as past performance supporting documents for **Annexure-III**.
 - ✓ Copy of valid drugs license must be enclosed if any quoted items comes under the preview of drugs license.
 - ✓ Last 3 years IT Return copy (for the Assessment years 2015-16, 2016-17 & 2017-18).
 - ✓ Audit Report / Chartered Report of above mentioned Assessments years must be enclosed.
 - ✓ Undertaking on self letter pad that the firm has not blacklisted by any Govt. Organization/Institution as per **Annexure-IV**.
 - ✓ Undertaking that the quoted item qualifies the required technical specification.
10. OSACS reserves the right to place purchase order on phase wise as per the availability of fund. The estimated annual requirement of consumables for 2018-19 may vary and purchase order will be placed in favor of the selected bidder accordingly.
 11. The tender shall remain valid for a period of 120 days from the last date of Tender submission.
 12. The delivery should be completed within **15 days** from the date of receipt of the confirmed purchase order. Any delay by the supplier in the delivery of the goods shall render the supplier liable to be charged liquidated damages @ 0.5% per week or part thereof subject to a maximum of 10% of purchase order value which will be deducted from the payment due.
 13. Full payment will be made after completion of delivery as per specifications at OSACS Head Quarter, subject to the randomized verification done by the approved technical committee report. If any adverse report submitted by the technical committee then Bidder/Agency must replace the item/items and re-supply the item as per specification standard within next 10 days time period as mentioned or time period communicated by this office. The supplier should delivery individually center wise packing as per each consignee list with proper packaging level, where they should reflected the details of items packed inside along with name of the Center in bold.
 14. During opening of tender if it will be observed only single agency qualify at any stage of bid process, then **Re-Tender** will be done with next time limit of seven days.
 15. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
 16. Notwithstanding the above the authority reserves the right to accept or reject any or all tenders and to cancel the bidding process at any time prior to the issue of work order without assigning any reasons thereof.
 17. Bidders may present in person or their authorized representative during the opening of bids at **11.30 AM on 19/12/ 2018** at OSACS, BBSR. In case the tender opening date will be a Govt. Holiday or Band or Strike, in that case, the tender opening date will be postponed to the next working day at 11.30 AM at the mentioned venue. No request for change of time, date or venue will be entertained on any ground from bidders.


 Project Director
 28/11/18

Requirement along with specification of Sentinel Surveillance Consumables 2018 - 19		
Sl. No.	Item Name	Specification
1	RPR 50 tests	Detectable Analyses : Detects "reagin" present in Serum of syphilitic patients For Use With (Application) : For Syphilis RPR test kit Includes: Antigen suspension, dispensing bottle with needle and sheath, pipette / stirrers, Plastic test cards with ten or thirty 18mm diameter wells.
2	Rubber Gloves 7 size	Disposable Gloves made up of Latex In one pack must contained Both hand Gloves(Right & Left) Rubbing Surface Size: 7"
3	Sterile Plastic Disposable blood collection vials with red stopper caps (7 ml)	Sterile Red Cap Blood Collection Vial Capacity : 7 ml Pre fixed label on vial must be contained Vial capacity 7ml. Must be CE mark / ISO Mark or Both. Non- Vacuum and should not contained any additives Size: 13mm X 100mm Packing size should be (100 units in each pack). Each pack of 100 units should contain the label of certification on the top that it is Gamma or ETO sterilized.
4	Plastic Jerry Can (Sharp container)	Tamper resistant Eco-friendly Sturdiness Specifications: Material : HM/HDPE Height : 270 mm Width : 180 mm Breadth : 140 mm Mouth Opening ID : 48 mm Overflow Capacity : 2.5 liters
5	Gel pack	Water resistance Fine finish Easy to wrap Weather resistant Superior finish Approx .Weight: 560 gm / 6 gm Size: 7" X 5" Stronger than any other gel pack Protected by 1 layer on each Side Used in: Polystyrene, Thermocol, Ice Boxes, etc. to maintain quality, effectiveness, freshness, potency etc. Transport of fresh foods, lab samples, vaccines, fish, seafood, meat, fruit, flowers, etc. long-lasting and economical, providing superior protection for temperature sensitive material Lifesaving drugs & vaccines, inject able, diagnostic kits, special chemicals, biotech products, frozen tissues, serums etc. Also known as Cool Packs, Gel pack, Ice Pack etc.
6	Surgical Spirit (400ml)	Surgical Spirit 400 ml. Packed in Plastic bottle. Ethanol containing not less than 70% w/v
7	Sodium Hypochlorite solution (5 lt.)	Packing Size : 5 Lit Jar Pack Hypochlorite contains not less than 4% Pre-Label by Manufacture that Hypochlorite contains 4%.
8	Micro tip Yellow	Micro tips for Micropipettes (2-200 µl) (Each Pack contains – 1000 nos.)
9	Micro tip Blue	Micro tips for Micropipettes (200-1000 µl) (Each Pack contains – 1000 nos.)
10	Cryo vial flat bottom 2- 2.5 ml with rubber ring in cap	Cryo- vial with screw cap. Must be Sterile. Capacity 2 - 2.5 ml Serum / Blood Sample

		Made up of Poly Propylene. Each pack should contained 100 unit of Cryovial.
11	Plastic Apron without pocket	Sturdiness Impact proof Easy to wear Apron made up of PVC. Neck strap Back strap with buckle. Use in oil, water, acid, alkali and chemicals. Available size: 24"X 36".
12	Tourniquet	Gentle on the skin & easy to use Designed to improve comfort level of patient Adjustable cuff size from 2 inch to 5 inch diameter Product Dimensions: Width : 1 inch X Length 18 inch Available in pack of 2,5,10 & 20 straps. Actual product will be sent in random colors as per stock availability
13	Disposable Syringe (5 ml)	Size : 5 ml Syringe for Blood Draw Must be CE or ISO Certified or both Must be EO Sterilized and supplied with needle in the pack
14	Tissue paper	Plain surface Laboratory Tissue Paper white colour. 2PLY Net weight 200gm.
15	Cotton Roll 500gm	Absorbent Cotton (500gms. pocket),
16	Test tube 100 mm X 15 mm	100 mm x 15 mm, borosilicate glass. Indispensable for all-around lab work. This is the smallest test tube size for which we have both 1-hole Inside Diameter: between 15.5 and 16.5 mm. Capacity (max.) about 25 ml.
17	Thermo cool box	Size: 535 mm x 310 mm x 205 mm Weight: Approx. 250 g
18	Cryo Vial rack (81 vials of 2- 2.5 ml)	Made up of Poly Propylene / HM / HDPE With upper lid facility to close Having capacity to hold 81 CryoVials of size 2 -2.5 ml in the rack .
19	Hand Wash Lotion	Certification either of American Standard i.e. ASTM method or European Standard i.e. EN 1498 is required for Hygienic Hand Wash Lotion. Package Size should be 500ml per unit Bottle. Must have Dispensing Top.
20	Sterile Disposable Swab	Single pack sterile Disposable Swab, Contained 70% Isopropyl Alcohol. Each pack should contained 100 unit of Swab.
21	Sterile gauze piece	Sterile Gauze Pads 4 Inches X 4 Inches 10.2 cm X 10.2 Cm Compresses de gaze sterile In each packet it should contained 10 nos of Pices
22	Band aid round	Bandage, Band Aid, Made up of Fabric, 3/4"x3" Pack size : 100 pices in a box
23	Color coded waste disposable bags (Black, Blue, Yellow)	Black , Blue and Yellow colour Polythene bags for waste disposal Need to be used in 20 liters Bucket With required nos of plastic / pvc strap lock lids to lock the waste inside the colour coded bags
24	Butter paper	Colour : White GSM : 80 to 120 Size ; 9" X 12" inches

25	Large Zip lock bag	Ziploc Big Bags Heavy Duty Clear Plastic Size :15" X 15" Product Dimensions: 6 x 9.2 x 7.5 inches
26	Plastic sheets	Made up of Venally smooth materials Available from 2mm to 6mm in thicknesses Size : 4 ft X 4 ft
27	Sponge sheet 2 mm thickness	Plain PVC Foam Sheet, Thickness: Upto 5 Inch, Size: 2 x 2 Feet Specifications: - Size: 1250 mm X 2450 mm or 1560mm X 3050 mm - Thickness: 1- 25 mm
28	Plastic box with lid 1 ft X 20 cm	Durable enough for heavy-duty storing needs Made of tough material that is break-resistant for strength and stack ability Latches on lid adds security Clear base lets you see what is stored inside Home storage container measures 26.7" L x 15.8" W x 10.8" H
29	TPHA (50 Pack)	Use in the detection of antibodies to T. palladium in human serum The TPHA Test uses preserved avian erythrocytes coated with antigens of T. palladium (Nichol's strain) to bind with specific antibody present in patient sera. The cells are suspended in diluents containing components to eliminate non-specific reactions. Positive reactions are characterized by hem agglutination. Reagents : TPHA TEST CELLS TPHA CONTROL CELLS TPHA SAMPLE DILUENT TPHA REACTIVE CONTROL TPHA NONREACTIVE CONTROL STORAGE INSTRUCTIONS Store the kit contents at 2- 8°C in an upright position

Price Format of Sentinel Surveillance Consumables 2018 - 19						
Sl. No.	Name of the items	Unit	Qty.	Unit Rate (Rs.)	Total (Rs)	Taxes (Rs.)
1	RPR 50 tests	Test.	0			
2	Rubber Gloves 7 size	Pair.	6800			
3	Sterile Plastic Disposable blood collection vials with red stopper caps (7 ml)	Pc.	140000			
4	Plastic Jerry Can (Sharp container)	Pc.	81			
5	Gel Pack	Nos.	188			
6	Surgical Spirit (400ml)	Nos.	68			
7	Sodium Hypochlorite solution (5 lit)	Nos.	64			
8	Microtip Yellow	Nos.	20			
9	Microtip Blue	Nos.	20			
10	Cryo vial flat bottom 2- 2.5 ml with rubber ring in cap	Nos.	14720			
11	Plastic Apron without pocket	Nos.	47			
12	Tourniquet	Nos.	78			
13	Disposable Syringe (5 ml)	Nos.	140000			
14	Tissue paper	Nos.	76			
15	Cotton Roll 500gm	Nos.	65			
16	Test tube 100 mm X 15 mm	Nos.	400			
17	Thermo cool box	Nos.	90			
18	Cryo Vial rack (81 vials of 2- 2.5 ml)	Nos.	8			
19	Hand Wash Lotion	Nos.	51			
20	Sterile Disposable Swab	Nos.	6300			
21	Sterile gauze piece	Nos.	6300			
22	Band aid round	Nos.	6300			
23	Color coded waste disposable bags (Black 1050, Blue 1050, Yellow 1050)	Nos.	3150			
24	Butter paper	Nos.	6300			
25	Large Zip lock bag	Nos.	504			
26	Plastic sheets	Nos.	252			
27	Sponge sheet 2 mm thickness	Nos.	21			
28	Plastic box with lid 1 ft X 20 cm	Nos.	42			
29	TPHA (50 Pack)	Nos.	4			
			Total	(Rs.)		

Total price of the above items is Rupees _____ only excluding taxes.

Date:

Place:

Above mentioned quantity may vary subject to real requirement.

* Note:

- In case of any discrepancy between unit price and total price, whichever is in less side that price shall be prevailing.
- We agree to supply the above consumables in accordance with the technical specifications with the quoted rate at OSACS head quarter within a period of 15 days from the date of receipt of the conformed order and the quoted rates are valid up to one year with effect from the finalization of this tender or finalization of the next year tender, whichever is earlier.

Signature of the Bidder
Name, Address with Seal.

Annexure-III

Format for submission of past performance

Sl. No.	Financial Year	Order No. Date	Order value	Name of the Organization.
01	2017-18			
02	2016-17			
03	2015-16			
Total				

NB: Enclosed the Supply Orders copies / Orders Copies / Contract Award copies against ach year basis manner and at least three copies of each financial year basis.

Date:

Name and Address of the Firm.
Signature of the bidder

Place:

(To be submitted in *Technical Bid*)

UNDERTAKING / DECLARATION FORM

I / Wehaving My / our
.....office at.....do declare that
I / We have carefully read all the terms & conditions of tender of the _____, Odisha for the
supply of "**Sentinel Surveillance Consumables 2018-19**". The approved rate will remain valid for a
period of one year from the date of approval. I/we will abide with **all the terms & conditions** set forth
in the **Tender Reference no.** _____ dated ____/____/2018.

**I/We do hereby declare I/We have not been de-recognized / black listed by any State Govt.
/ Union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for supply of
Not of Standard Quality items / non-supply.**

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or
Performance Security Deposit and blacklist me/us for a period of 3 years if, any information furnished
by me/us proved to be false at the time of inspection / verification and not complying with the Tender
terms & conditions.

I / Wedo hereby declare that
I / we will supply the **Sentinel Surveillance Consumables 2018 – 19** as per the specifications and
terms & conditions of the above referred tender.

Signature of the bidder :
Seal with Date:

Name & Address of the Firm:

CHECK LIST

<u>Name of Document</u>	<u>Submitted (Yes / No)</u>	<u>Page No</u>
Tender Paper Cost	:	
Earnest Money Deposit (EMD)	:	
GST Registration Certificate	:	
GST return up to Sep 2018	:	
Self attested copy of PAN Card	:	
Samples of all the quoted items Deposited	:	
Price sheet as per price format	:	
Scaled & Signed Samples	:	
Proof Copy of Past experience	:	
Copy of Valid Drug License (Where it needed as per Rule)	:	
Undertaking that the firm has not Blacklisted	:	
Undertaking that quoted item Qualifies the Technical specification	:	

N.B.:

- 1. All pages submitted by the bidder should be numbered in serialized manner with proper signature in each page.**
- 2. Documents related to eligibility criteria should be properly flag marked by mentioning the name of the document & page mark on the flag.**

Name & Address of the Bidder

Place:

Date:

Signature with date and seal