



*TERMS & CONDITIONS PURCHASE OF IDENTITY CARDS SCB MCH
CUTTACK 2018-2019*

OFFICE OF THE SUPERINTENDENT, S.C.B. MEDICAL COLLEGE &
HOSPITAL, CUTTACK
(HEALTH & F.W. DEPTT., GOVT. OF ORISSA)

Tel. No.: 0671 – 2414080
Fax No. : 0671 – 2414147

**Bid Reference :CENTRAL STORE,
S.C.B. MEDICAL COLLEGE HOSPITAL, CUTTACK**

DATE OF COMMENCEMENT OF THE BID DOCUMENT Dt.27.06.18 to Dt.17.07.18

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : 19.07.18till 5 P.M

DATE OF OPENING OF BID DOCUMENT : 20.07.18 at 4 P.M.

PLACE OF OPENING OF BID DOCUMENTS : Office of the superintendent,
AND S.C.B. Medical College

Hospital,
ADDRESS FOR COMMUNICATION Cuttack

AND
RECEIPT OF BID DOCUMENTS

TERMS AND CONDITIONS

1 The sealed Tenders for preparation of Identity Cards in SCB Medical College Hospital Cuttack are invited by the Superintendent from the Reputed Registered Firms / Suppliers on their letter pad.

2.The Bidders may download the Tender Documents directly from the WEBSITE available at <http://www.scbmch.nic.in> from Dt.27.06.2018 to 17.07.2018. The Tender cost fee of Rs.200/-(Two hundred)only (Non-refundable) by way of separate Demand Draft drawn in favour **Superintendent, S.C.B. Medical College Hospital Cuttack** payable at **Cuttack** should be enclosed along-with the Bid. The Bidders should specifically super scribe, "**DOWNLOADED FROM THE WEBSITE**" on the top left corner of the outer envelope containing the Bid. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website / Office of the undersigned before last date of sale of tender document the Superintendent, S.C.B. Medical College Hospital Cuttack shall have no responsibility for any delay / omission on part of the bidder

3.Tenderer should deposit Rs.200.00 (Rupees Two hundred) only (non refundable) in the Accounts Section from Dt.27.06.18 to Dt.17.07.18 in between 11.00 AM to 4.00 PM any working days towards cost of the tender paper. The tender documents can be obtained from the store section on production of money receipt from 11.00 AM to 4.00 PM. The last date of submission of tender on or before Dt 23.07.18 Up to 5 P.M. through speed post / Regd. Post only and it will be open on Dt.24.07.18 at 12.30 P.M.

4.The Bids shall be opened in front of the Bidder or their authorized representatives. The authorized representative should produce authorization letter from their respective bidders. There is no bar for opening the tender by the competent authority even if the Bidder or their representative is not present.

5.An index be attached in the 1st page of the Technical Bid indicating the list of all documents enclosed dully signed the tenderer. All the documents should be signed by the bidder.

6.The tender should be in "Two Bid type". All documents and specification of the equipments should be closed in a separate envelope super scribed as "TECHNICAL BID" TENDER FOR SUPPLY OF IDENTITY CARDS TO SCB MEDICAL COLLEGE HOSPITAL, CUTTACK.

Bid Document

Technical Bid

(J) The following documents duly signed by the Bidders should accompany the envelope in super scribe (TECHNICAL BID).

The detail description and specification of individual items, should be specify clearly

(K) Copy of the money receipt for purchase of tender paper.

(L) E.M.D.Rs.5,000/- in shape DD / FDR pledged in favour if Superintendent SCB Medical College Hospital Cuttack.

- (M) Attested Xerox copy of the GSTIN Certificate.
- (N) Detail address and phone number of the Bidders.
- (O) Self Attested copy of the Pan Card.
- (P) Sample of ID Card

Price Bid

- (A) Basic price should be quoted in Indian Currency.
- (B) TAX structure mentioned separately.

- 7 There is no provision for letter of credit (L/C) payment will be made after successful installation and commissioning..
- 8 Delivery of the items should be for destination in Central Store of SCB MCH, Cuttack.
- 9 The rate of the items should be quoted in the Indian currency both in words and figures, excluding taxes. The tax position and other charges if any should be clearly mentioned separately.
- 10 The successful tenderers shall execute an agreement in authentic non-judicial stamp paper within 21 days from the date of receipt of the order.
- 11 If any information or documents furnished by the tendered are found to be incorrect or misleading at any stage the tender or conditional Tender will be rejected.
- 12 The undersigned/ committee is not bound to accept the lowest tender rate considering the technical aspect.
- 13 The authority/ committee reserve the full right to accept in full or reject any or all the tenders without assigning any reasons thereof.
- 14 The work should be completed within 15 days from receipt of the work order.
- 15 Any legal dispute arising out of this is subject to Cuttack jurisdiction only
- 16 **Terms of Payment:** - Payment will be made after successful distribution to the respective staffs. The photocopy with details name list of the staffs should be submitted along with the bills.
- 17 If the firm fails to execute the work according to the tender terms & conditions the EMD will be forfeited.

18 The hospital administration has the right to include in addition to the above terms and conditions as may be considered proper at the time of execution of agreement.

19 The successful bidder will take the photo and detail address of the staffs in our office campus to prepare the ID Cards.

20 Name of the Items & Specification


(a) Unbreakable PVC Card with both side multicolor printing size-3.5"X2".

Photo print on front size of the ID Card.

(b) PVC Card slide cover size-3.5"X2" .

(c) Line tag size- 1 meter round with printing.

Printing as per sample.


Superintendent
SCB Medical College Hospital
Cuttack