

SUPERINTENDENT
SCB MEDICAL COLLEGE HOSPITAL, CUTTACK

Tel. No. 0671-2414080

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**TENDER PAPER FOR PURCHASE
OF
LABORATORY REAGENTS/CHEMICALS/ KITS/ GLASS WARE/
PLASTIC WARE FROM USER'S FUND**

Commencement of Tender	:	18.01. 22 to 28.01.22
Last Date of Receipt of Tender	:	03.02.2022 up to 5.00 P.M.
Date of Opening of Tender	:	04.02.2022 at 11.30 A.M.
Address for communication	:	Superintendent, SCB Medical College Hospital, Cuttack
Receipt of Tender	:	Office of the Superintendent, SCB Medical College Hospital, Cuttack

TENDER CONDITIONS & ELIGIBILITY CRITERIA FOR THE BIDDER.

The tenderers may download the tender documents directly from the WEBSITE available at <http://www.scbmch.in> & the demand draft of Rs.1,000/- (One thousand) only in favor of Swasthya Bikash Samiti, SCB Medical College & Hospital, Cuttack, payable at Cuttack, which will be enclosed along with technical bid and the tenderers should super scribed 'DOWNLOADED FROM THE WEBSITE' on the left corner of the outer envelope.

1. Bidders shall be a manufacturer / Distributor /Authorized dealer/ Agency having valid up-to-date manufacturing License in case of manufacturer / Drug License in case of drug / Valid ISO Certificate,/USFD, European CE, CDC approval, PAN Card & Last 3 years IT return, Sale Tax /GST Regn. Certificate of current financial year.
2. The annual average turnover of the bidder not less than ₹ 50 Lakhs or more during the last three financial years certified by a Chartered Accountant (For the financial Year: 2018-19 , 2019-20 and 2020-2021 with support of Audit reports.
3. Bidders / manufacturing unit which has been blacklisted for any item either by the Tender inviting authority or by any State Govt. or Central Govt. organization cannot participate in the Tender.
4. The bidder should have typically minimum 3 (three) years of marketing experience in supply of Laboratory reagents/chemicals/ kits/ glass ware/ plastic wares & consumables supplying to the different Government organization/ Corporate Hospital / PSU Hospitals/ UN Agencies, In India duly supported by Documentary evidence (Self Attested copy of Purchase Order.
5. Bidders / firms / manufacturing unit is not eligible to participate in the present tender who will have history of supply NSQ drugs / items during 2018-19 , 2019-20 & 2020-2021 years.

Note:-

- A. "Bidder" means the Manufacture / Authorized Distributor / Agencies participating in this tender.**
- B. Valid up to date means the certificate should be valid on the date or beyond the opening of Tender (Cover-A) as per tender condition.**

**THE FOLLOWING DOCUMENTS SHOULD BE SUBMITTED IN COVER "A" I.E.
TECHNICAL BID BY THE BIDDERS.**

The following documents should be enclosed in Cover "A" (Technical Bid) by the bidder.

All the photocopies are to be self-attested and declaration form should be signed by a Notary Public / Gazette Officer.

The tenderer should send to the Superintendent SCB Medical College Hospital Cuttack through Regd Post/Speed Post only and should reach on or before Dt. **03.02.2022 up to 5.00PM**. The tender beyond the scheduled date and time will be rejected.

2. The technical bid envelope will be opened on Dt. **04.02.2022 up to 11.30AM** in presence of the tenderers or authorized their representative who should be present in office chamber of the undersigned. If the tenderer/authorized representative failed to turn up that will not be bar on the authority for opening of the tenders.

TECHNICAL BID (COVER – A):

1. Demand Draft of Rs, 1,000/- (Rupees One Thousand only) towards bidding document in favor of **Swasthya Bikash Samiti, SCB Medical College Hospital, Cuttack**. Payable at **Cuttack**
2. The tenderers should furnish **E.M.D. of Rs.20,000/-** (Rupees Twenty thousand) only for **Neonatal Kits** in Shape of fixed deposit / DD in the Nationalized Bank/ Post office duly pledged in favor of the **Swasthya Bikash Samiti, SCB Medical College Hospital, Cuttack**.
3. List of items quoted with strength / specification and packing. **(Annexure-IV)**
4. Valid up-to-date Manufacturing License / Drug License (In case of Drugs only)
5. Address, Telephone No., Mobile No., e-mail, Fax of the Branch Office / Contact Person in Odisha **(Annexure-I)**.
6. The Bidder have to submit their valid Sale Tax / GST certificate up to last Qtr of current financial year & PAN Card & Last 3 Assessment years I.T return for the year 2018-19 & 2019-20, 2020-21 Assessment year)
7. Valid up-to-date ISO Certificate of the Manufacturer and supplier.
8. Valid up-to-date ISO Certificate / USFD / CE Certificate on the quoted product of the Manufacturer.
9. Bidders / manufacturing unit which has been blacklisted for any item either by the Tender inviting authority or by any State Govt. or Central Govt. organization cannot participate in the Tender as per **Annexure – V**.
10. The original tender document should be duly signed & sealed in each page.
11. Check list with detail of the documents enclosed in Cover 'A'. The documents should be serially arranged with page marking and should be securely tied and bound.
11. Marketing Experience in supply of Laboratory chemicals & consumables products supplying to the Government organization / Corporate Hospital / PSU Hospitals/ UN agencies in India duly supported by documentary evidence (Xerox copy of Self Attested copy of Purchase Order minimum four with End users' certificate) For the year 2018-19, 2019-20 and 2020-2021. **(Annexure-VII)**
12. Average turnover of not less than Rs. 50 lakhs for last 3 years certified by a Chartered Accountant with supported evidence documents of audit reports for the financial year 2018-19, 2019-20 & 2020-2021 must be attached. **(Annexure-VI)**
13. Authorization letter from the Manufacturer / Importer if the bidder is an authorized distributor (must be attached along with tender. **(Annexure-III)**
14. The tenders should submit the copy of money receipt/DD in token of purchase of tender paper along with the tender.

COVER – B (PRICE BID)

1. The tender for giving the rates should be submitted in a separate Sealed cover hereafter called Cover 'B' (Price Bid). The tender for giving the rates for **LIST OF LABORATORY REAGENTS / CHEMICALS (ESTABLISHMENT OF IEM AT PG DEPARTMENT OF BIOCHEMISTRY, SCB MCH, CUTTACK)** should be submitted in a separate Sealed cover hereafter called Cover 'C' (Price Bid). **(Annexure-II)**
2. The tender format (price schedule) in the prescribed form (as per Annexure-IV) should be Submitted inclusive of excise duty, insurance, packing with Door Delivery & Quoted with basic Rates, GST%, GST Amount with Total cost inclusive GST & Per MI Cost/Test cost of specific Listed items and the percentage of Discount From Principal Company on Price List rates as per Specified listed companies must be given along with Price Bid..
3. The Cover 'B' (Price Bid) of the successful bidders who will qualify in the Technical bid will be opened at the Office chamber of the Superintendent, SCB Medical College Hospital by the Members of Purchase Committee in the presence of the bidders or their authorized Representatives if they like so.
4. Bidders are instructed to quote for specific make with specified pack size only.
5. Successful Qualify Bidders will ask to submit samples before the HOD of concerned departments for Quality Evaluation purpose. After Receiving of Quality Evaluation reports from department departments, the selective products prices only were be taken for consideration.

NON RESPONSIVE / REJECTION CRITERIA

- 5.1 The tender paper will be rejected if any of the following documents are wanting.
 - i) Earnest Money Deposit (EMD) Rs, 20,000/-(Twenty thousand only) in Demand Draft/FDR not submitted along with tender.
 - ii) Demand Draft of Rs, 1000/- (Rupees One Thousand) only towards tender cost fee for bidding document.
 - iii) Valid and up-to-date Valid ISO Certificate,/USFD, European CE, CDC approval, PAN Card & Last 3 years IT return, Sale Tax /GST Regn. Certificate of current financial year.
 - iv) Import / Export lances in case of manufacturer.
 - v) ISO Certificate of the Manufacturer.
 - vi) Price Bid / quoted rates (hard copy) without signature and seal of bidder.
 - vii) Self-Attested photo copy of Purchase Order from the Government Organization / Corporate Hospital / PSU Hospitals / UN agencies in Indian support of marketing experience for last 4 Years in Tender for supply of Lab. Materials, Consumables, Reagents, and Medicines & Medical Consumables etc. (minimum four orders). Evidence (Self Attested copy of Purchase Order Minimum five with End users' certificate) for the year 2018-19, 2019-20 & 2020-2021 ,
 - viii) Self-Attested copy of Last 3 years IT return (2018-19 , 2019-20, 2020-21 Assesment year) & PAN Card.
 - ix) Self-Attested copy of valid CST / GST Regn. Certificate in 3-B up to Last Quarter of Current Financial year
 - x) Authorization letter from the Manufacturer if the bidder is an authorized distributor.
 - x) Average turnover of Rs, 50 lakhs for last 3 years certified by a Chartered Accountant. (Notarized documentary evidence must be attached with support of Audit report.
6. The E.M.D will be forfeited if the bidder withdraws the tender / violet the tender condition in any respect within the validity of the bid or does not accept the approved rates by the bidder.
7. The E.M.D of the unsuccessful bidders only will be returned back without interest after finalization of tender and issue of the award of contract to the successful bidders /after receipt of performance security deposit from award holders.
 - (i) The Bidder has to accept all the term & conditions mentioned in the tender document.
 - (ii) The tender document is not transferable.

SUPPLY CONDITIONS:

- 8.1 The supplier / firm will supply as per the technical specification
- 8.2 The bidder should deliver the Neonatal Kits etc. (Door Delivery) at our central store. The insurance, storage & transport charges / courier charges if any will be borne by the supplier. The short supply, damage if any at the time of delivery of consignment shall be replaced by the supplier within seven days of the first supply of indented items.
- 8.3 The Composition & strength of each item tendered should be as per the specification given in (Technical Specification).
- 8.4 The supply should be started immediately & completed within stipulated period from the date of issue of the purchase order. In case of non-supply the required items within its stipulated period, then the authority has also the liberty to cancel those orders and purchase the same item from L₂, L₃, L₄ & L₅ firm as the case may be if the other firms agree to supply at L₁ rate. The non-supplier will be penalized in form of forfeiture of E.M.D.

QUALITY TESTING

- 8.5 All the Technical Qualifier suppliers / manufacturers must submit Samples before HOD of Biochemistry Department of SCB Medical College. The Approved quality products were taken for price evaluation.
- 8.6 All the suppliers / manufacturers must submit test reports from approved laboratory of the batches of Drugs Medicines and Medical Consumables being supplied to the consignee if required by local DI (in case of Drugs). In house reports to be submitted along with bid.
- 8.7 If the Drugs and Medical Consumables as per report is found "Not of Standard Quality" in first test, the supplier will be required to replace the entire quantity of the batch declared NSQ and all the supplied batches to be replace with another batches with free of cost.
- 8.8 The supplier shall be responsible for the full replacement in his own cost for any product, if the same is found on visual inspection to have deteriorated / not of standard quality before the expiry date.

TERMS OF PAYMENT

1. No advance payments towards cost of Lab. Materials, Consumables, Reagents, plastic wares, glass wares and Medical Consumables etc. will be made to the supplier. The supplier has to submit 3 (three) copies of the bills or invoices with a photocopy of the purchase order at the place of supply for stock entry.
2. No claims shall be made against the authority in respect of interest on Earnest Money Deposit or delayed payment.
3. Laboratory reagents/chemicals/ kits/ glass ware/ plastic wares & consumables must have expiry date at least 8 (eight) months from the date of supply.

PENALTIES

1. If the bidder withdraws or alters its bid or unwilling to accept the term & conditions of the Tender after submission of bid & during the bid validity period, the EMD deposited by the Said bidder will stand forfeited.
2. If the successful bidder fails to execute the work order / replacement of NSQ stock within the time specified/ unable to undertake the contract or supply as per purchase order, his purchase order will be cancelled by him shall stand forfeited. He will also be liable for the damages sustained by the authority. Such damages shall be assessed by the authority, whose decision will be final in the matter. The defaulting firm will be de-recognized for 2 (two) years from the date of issue of letter. The authority can forfeit the EMD/performance security of the defaulting firms and de-recognize / black list the said firms for 2 (two) years from the date of issue of letter.
3. If any Drugs and Medical Consumables supplied by the bidder being partially used or consumed after supply and are subsequently found to be in bad order, unsound, inferior in quality or description or otherwise faulty or unfit for consumption, the supplier will be required to replace the entire quantity of that item.
4. The undersigned/ Committee is not bound to accept the lowest price considering the technical aspect and reserves the full right to reject/cancel any or all the tender without assigning any reasons thereof.
5. If any information on documents furnished by the bidders are found to be misleading or incorrect at any stage the tender will be cancelled and will be back-listed for a period of five years in SCB Medical College Hospital, Cuttack.

Superintendent
SCB Medical College Hospital, Cuttack

CHECK LIST

Please put ✓ in the respective box

DOCUMENTS: SUBMITTED OR NOT

Sl. No.	Details	Provided or not	
		Yes Page No	No
1	Earnest Money Deposit .		
2	List of items being quoted with specification and strength		
3	Duly attested Valid up-to-date Photocopy of Manufacturing License in case of manufacture/Drug License for Drugs.		
4	Details of Manufacturing Unit / Importer / contract person for Liaising / local office in Odisha .(Annexure-I)		
6	Cost of the tender paper money receipt / DD		
7	Valid up-to-date ISO Certificate, USFD ,European CE Certificate and CDC approved for neonatal Kits on the quoted product		
8	Self-Attested photo copy for similar items Purchase order of Lab. Reagents, chemicals, plastic wares, kits, glass wares & consumables etc.to Govt./Corporate/PSU Hospitals in India in support of marketing experience for last 3 years (For the year 2018-19 & 2019-20 & 2020-21) (Annexure-VII)		
9	Average Annual Turnover of ₹ 50 Lakhs or more during last 3 financial years duly certified by a Chartered Accountant support with Audit report for the year 2018-19 , 2019-20 and 2020-2021(Annexure-VI)		
10	Authorization letter of the Manufacturer / Importer as per Annexure (Annexure-III)		
11	Self-Attested Photocopy of Sales Tax / GST Return Filing (GSTR-3B) up to Last quarter of Current Financial Year.		
12	Declaration form (As per Annexure-V) signed by the Bidder & affidavit before Notary Public .		
13	Cover 'B' & Cover -'C' with price schedule As per Annexures-II Price Format.		
14	Photo copy of Last 3 years I.T. Return (2018-19 & 2019-20 & 2020-21 Assessment Year)		
15	Attested copy of PAN Card		
16	Original Tender Booklet with duly signed by the bidders		

(To be submitted in Cover A -Technical Bid)

DETAILS OF THE BIDDER & LOCAL CONTACT PERSON

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Local Contact Person / Branch Office / Zonal Office / if any, in Odisha.
Name & Full Address		
Telephone Nos., landline		
Mobile		
Fax		
E – Mail		

Signature of the Bidder with seal:

Date :

Official Seal :

MODEL TENDER FORMAT (PRICE SCHEDULE)

Sl. No.	Name of the Items	Make Specification	Basic Rate / Unit (Excluding GST)	GST (%)	GST Amount	Total Price (Inclusive of GST)	Cost Per MI/Test
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Signature of the Bidder :
Name:
Address:

MANUFACTURER’S AUTHORISATION FORMAT

(To be submitted in Cover A -Technical Bid)

To

The Superintendent
SCB Medical College & Hospital
Cuttack

Ref: Tender Reference No. _____ Dated _____ .

Dear Sir,

We, ----- are the manufacturers / Importer of -----
----- having factories at -----.

1. Messrs ----- (name and address of the agent) is our authorized agent for sale of ----- (name of items)
2. We confirm that Messrs. ----- (name of the above agent) is authorized to submit a tender, and enter into a contract with for the above goods manufactured by us.

Yours faithfully,

(Signature with date, name and designation)

For and on behalf of Messrs -----
(Name & address of the manufacturers)

Seal

Note :

1. This letter should be on the *letterhead* of the *manufacturer* and should be signed by a person having the power of attorney to legally bind the manufacturer.

(To be submitted in Cover A -Technical Bid)

LIST OF ITEM(S) QUOTED

Sl.	Name of Item (s)	Specification	Manufacturer / Importer / Brand Name

(To be submitted in Cover A -Technical Bid)
DECLARATION FORM

I / Wehaving My / our
.....office the atdo
declare that I / We have carefully read all the terms & conditions of tender of the Superintendent, SCB Medical
College & Hospital, Cuttack Odisha for the supply of Laboratory Reagents, Chemicals, Glass Wares, Plastic
Wares & consumables ETC. The approved rate will remain valid for a period of one year from the date of
approval. I will abide with all the terms & conditions of the Tender Reference

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
(NSQ) items / non-supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me/us
for a period of 2 years if any information furnished by us proved to be false at the time of inspection / verification
and not complying with the Tender terms & conditions.

I/We further declare that I/We possess valid manufacturing license / Drug License bearing No. (s)
.....Valid up to I / We do
hereby declare that I / we will supply the _____ as per the terms, conditions & specifications of
the tender document.

Signature of the Bidder :
Seal Date :
Name & Address of the Firm :

(To be submitted in Cover A -Technical Bid)

ANNEXURE – VI

(To be furnished in the letter head of the Auditor)

ANNUAL TURN OVER STATEMENT

The Annual Turnover for Drugs and consumables of
M/s _____ who is a
manufacturing unit / Distributor for the last _____ years are given below and certified that the statement is
true and correct.

Sl.No.	Year	Turnover in Lakhs
1.	2018 – 2019	-
2.	2019 – 2020	-
3.	2020-2021	-

Date:
Place:

Signature of Auditor/
Chartered Accountant
(Name in Capital)

Seal

Membership No.-

UDIN No.

Note:

- a) To be issued in the letter head of the Auditor.
- b) The above turn over statement must support with audited balance sheet.

(To be submitted in Cover A - Technical Bid)
PROFORMA FOR PERFORMANCE STATEMENT
 (For the period of last three years)

Name of Manufacturer

Sl.	Order placed by (Address of purchaser) (attach documentary proof) *	Order no. & Date	Value of Contract (₹)	Date of Completion		Reasons for delay if any
				As per contract	Actual	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Signature and seal of the Bidder

TECHNICAL SPECIFICATION**Item Name: Test Kit for New Born Screening Programme (Elisa Method)**

- 1) Test Kits for kits
 - Neonatal TSH Screening
 - Neonatal 17-OH-P Screening
 - G6PD deficiency detection kit
 - Neonatal PKU Screening
 - Neonatal Total Galactose Screening
 - Neonatal MSUD Screening
 - Neonatal IRT Screening
 - Biotinidase Screening
 - Dried Blood Spot sample collection cards
- 2) The kits should be specifically designed for Newborn Screening and not for adults.
- 3) Kits should be able to work with a wavelength from 400nm to 700nm on Elisa absorbance readers.
- 4) The kits should be able to perform tests from Dried Blood Spots (DBS) as samples and should not require Serum or whole blood of babies.
- 5) The Microtitre plates – Round bottom and Flat bottom shall be supplied for performing number of tests as per requirement.
- 6) All test kits should be open system kits and should not require any dedicated Elisa reader equipment. All kits should work on any Elisa reader which has required wavelength and OD limits as per the kit.
- 7) All reagents, calibrator, controls and elution buffer should be included in kit only.
- 8) Pack size should be 480/576 tests per kit should be available.
- 9) The supplied test kits and reagents shall have either CE or FDA approval.
- 10) All the items supplied should have minimum 6-9 months shelf life at the time of supply.
- 11) All NBS test parameters should be available from the same company.
- 12) The kits should have been used in India for atleast last 3 years. Customer references to be provided.
- 13) The kits should be used by at least one government NBS program in India.
- 14) It is preferred to have the manufacturer listed as independent listing on it name in CDC – Newborn Screening quality Assurance program at least for 5 test parameters.
- 15) Dried Blood spot collection cards should have atleast 6 spots/circles in one card for enough sample collection. It should have printed space for below patient demographics:
 - Babys Name, DOB, Age, Sex, Weight, etc
 - Fathers name, Mothers name, address, Ph no, etc
 - Gestational period, Type of delivery, No of living children, Manual/Brest feed
 - Sample collection date/time, Registration No, Hospital name, Physician name, etc
 - List of all basic NBS test parameters requested.
 - It should have sample collection procedure printed on the back for quick reference to collection nurses/staff.
- 16) The firm should provide training to the concerned hospitals staff as well as lab staff as per their requirement for sample processing.
Hand Puncher – Manually operated hand puncher with 3.2mm punch should be provided.

**LIST OF LABORATORY REAGENTS / CHEMICALS (ESTABLISHMENT OF IEM AT PG
DEPARTMENT OF BIOCHEMISTRY, SCB MCH, CUTTACK)
FOR THE YEAR 2021-2022**

SI No.	Name of the Items	Make	Specification	Pack Size	Remarks
1	Neonatal TSH Elisa Scening Assay Kit				
2	Neonatal 17-OH-P- Elisa Scening Assay Kit				
3	Neonatal G-6-PD-Elisa Scening Assay Kit				
4	Neonatal PKU Elisa Scening Assay Kit				
5	Dried Blood Spot Collection Card				
6	DBS Puncher (Manual - 3.0 mm)				