

**OFFICE OF THE SUPERINTENDENT
SCB MEDICAL COLLEGE HOSPITAL, CUTTACK**

E-mail: scbsuperintendent@gmail.com

No. 8455 // Dt 16-04-25

TENDER CALL NOTICE

Sealed Tenders are invited from the interested Manufacturer/ Authorized Dealers/Suppliers for supply of Computer Antivirus in SCB Medical College Hospital, Cuttack. The detailed of tender papers along with terms and conditions can be obtained from Store Section (NTSK side), Office of the Superintendent, SCB Medical College & Hospital, Cuttack during office hours from 11 AM to 4 PM on all working days on payment of Rs. 500/- (Rupees Five hundred) only in the Accounts Section (Govt.) and also obtained from website i.e. "<http://www.scbmch.in>" from 18.4.25..... The tender paper should reach the office of the undersigned with all requisite documents through Speed Post / Regd. Post only by 19.5.25..... **by 4 P.M.** The authority reserves the right to cancel or reject any or all the tenders without assigning any reason thereof.



Medical Superintendent
SCB Medical College Hospital
Cuttack

**TERMS & CONDITIONS FOR SUPPLY OF COMPUTER ANTIVIRUS
TO SCB MCH, CUTTACK**

**OFFICE OF THE SUPERINTENDENT, S.C.B. MEDICAL COLLEGE &
HOSPITAL, CUTTACK**

(HEALTH & F.W. DEPTT., GOVT. OF ORISSA)

**CENTRAL STORE (N.T.S.K SEC.),
S.C.B. MEDICAL COLLEGE HOSPITAL, CUTTACK**

DATE OF SELLING OF BID DOCUMENT : FROM 18.4.25
(Between 11AM to 4 PM)

LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : 19.5.25 by 4.00 P.M.

(Through Speed Post & Regd. Post only)

DATE OF OPENING OF BID DOCUMENT : 13.5.25 at 12 NOON

PLACE OF OPENING OF BID DOCUMENTS : Office of the Superintendent,
S.C.B. Medical College, Hospital,
Cuttack

AND

ADDRESS FOR COMMUNICATION

AND

RECEIPT OF BID DOCUMENTS

Contd....P/2

TERMS & CONDITIONS

1. Tenderer should deposit Rs. 500.00 (Rupees Five hundred) only (**Non- refundable**) in the Accounts Section (Govt.) **from** 18.4.25 between 11.00 A.M. to 4.00 P.M. any working days towards cost of the tender paper. The tender documents can be obtained from the store section (**N.T.S.K. SECTION**) on production of money receipt from 11.00 AM to 4.00 PM. The last date of submission of tender paper on or before Dt. 09.5.25 **by 4 P.M.** and it will be opened on **Dtd. 13.5.25** at **12 NOON.**

2. The Bidders may also download the Tender Documents directly from the WEBSITE available at "<http://www.scbmch.in>" from Dt. 18.4.25. The Tender cost fee of Rs. 500.00 (Rupees Five hundred) (**Non- refundable**) only 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 last date of submission of tender on or before Dt. 09.5.25 **by 4 P.M.**

The Bidders should specifically superscribe "**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. The tender should be in "**Two Bid type**". All documents and specification of the equipments should be closed in a separate envelope superscribed as "**TECHNICAL BID**" and cost of each items should be furnished in a sealed cover separately superscribed as "**PRICE BID**". Both the envelope may be kept in a closed envelope stating as **TENDER FOR SUPPLY OF COMPUTER ANTIVIRUS TO SCB MCH, CUTTACK.** The tender should submit through the Regd. Post/ Speed Post only.

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 with their identity. There is no bar for opening the tender by the competent authority even if the Bidders or their representatives are not present.

5. BID DOCUMENTS:

The following documents duly signed by the Bidders should accompany the envelope superscribed as TECHNICAL BID in the order prescribed bellow only.

TECHNICAL BID :

- (A) **An Checklist/Index** with details of the documents as required for Technical bid be attached in the **1st page** of the Technical Bid indicating the list of all documents enclosed along with page number duly signed by the tenderer.
- (B) Original money receipt for purchase of tender paper/in case downloaded forms DD of Rs. 500/- to be enclosed.
- (C) E.M.D. Rs. 5000/- in shape D.D. Drawn in favour of Superintendent, SCB Medical College Hospital, Cuttack from any nationalized bank/scheduled bank payable at Cuttack.
- (D) The bidder should submit bid specific OEM Authorization certificate from the appropriate authority in the prescribed proforma attached as **Annexure-I.**

- (E) Attested photo copy of GST Regtn. certificate.
- (F) Attested copy of the Pan Card.
- (G) Detail address and phone number of the Bidders and their local Authorized Service providers.

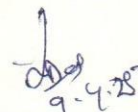
PRICE BID:

The Price bid shall contain nothing else except the price quoted for individual items. Price bid of only those tenderers shall be opened who are found qualified in the Technical bid. Time and date for opening of Price Bid shall be fixed and intimated to the qualifying tenderers.

- (A) Basic price of each items should be quoted in Indian Currency.
 - (B) TAX structure mentioned separately.
6. There is no provision for letter of credit (L/C) payment will be made after successful installation and commissioning.
 7. Delivery of the items should be for destination is Central Store(NTSK Sec.) of this hospital or concerned department of SCB MCH, Cuttack as per requirement if directed by the undersigned.
 8. 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.
 9. As this is a tertiary care hospital, these items will be required on emergency basis. The supplier should supply the items as far as possible after the issue of the purchase order taking into the patient care service.
 10. The bidder should have their supplying branch cum functional officer in the Cuttack or Bhubaneswar Municipal Corporation Area to meet the emergency requirement of the hospital. The detailed address and phone Number should be enclosed.
 11. If any information or documents furnished by the tender are found to be incurred or misleading at any stage the tender or conditional tender will be rejected and steps will be taken to blacklist the said firm.
 12. The undersigned/committee is not bound to accept the lowest tender rate considering the quality 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 validity of the tender will be for one year from the date of finalization of the tender.
 15. After installation of the items, the bidder should submit the Installation report duly signed by the concerned HOD/In-charge in the office of the undersigned after which payment will be made.
 16. If the product will be found unsuitable for use after the receipt of the items, the same will be replaced by the supply firm.

LIST OF THE ITEM

1. QUICKHEAL TOTAL SHIELD COMPUTER ANTIVIRUS - 1 Year
(Single user/Multi user)
2. QUICKHEAL TOTAL SHIELD COMPUTER ANTIVIRUS (RENEWAL) - 1 Year
(Single user/Multi user)



Medical Superintendent
SCB Medical College & Hospital, Cuttack

(To be submitted in **Cover A -Technical Bid**)

MANUFACTURER'S AUTHORISATION FORMAT

To

The Superintendent

SCB Medical College and Hospital Cuttack -753 007, Odisha

Ref: Tender No. _____ Dated _____ for _____.

Dear Sir,

We, _____ is the manufacturers of

.....(name of equipment(s) and have the manufacturing factory

at -----

Messrs (name and address of the agent) is our Authorized distributor/Supplier for
sale and service of (name of equipment(s))

1. We also extend our full warranty and also full backup support after the warranty period as required by the purchaser (**as per applicable**).
2. We undertake that we have adequate infrastructure and spare part support to carry out the warranty and services (**as per applicable**).

Yours faithfully,

(Signature with date, name and designation)

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

Note :

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