



**OFFICE OF THE MISSION DIRECTOR
NATIONAL HEALTH MISSION, ASSAM
SAIKIA COMMERCIAL COMPLEX, CHRISTAN BASTI, G.S ROAD, GUWAHATI-781005
PH. NO : 0361-2363062 ; TELE FAX : 0361-2363058**

SHORT TENDER FOR DISPOSAL OF EXPIRY DRUGS & CONSUMABLES



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Tenders in Two Bid System (Technical Bid & Price Bid in separate sealed envelopes) affixing court fee stamp of Rs 8.25 (or IPO of Rs 10/- for bidders located outside the State of Assam) only, are invited from firms who owns and runs common bio-medical waste treatment and centralized Incernation facility for scientific disposal of bio-medical waste generated by hospitals and health institutions.

1. LAST DATE FOR UPLOAD AND RECEIPT OF TENDERS.

Tenders in two separate covers {Technical bid (Cover “A”) and Price Bid (Financial BoQ (.xls) Cover “B”) } should be submitted on or before 16 /08/2018 till 2 PM to the office of the Mission Director, National Health Mission, Saikia Commercial Complex, Shreenagar Path, Christian basti, G S Road, Guwahati-781005, Assam

2. ELIGIBILITY CRITERIA

- A. Bidder should own and run common bio-medical waste treatment and centralized Incernation facility for scientific disposal of bio-medical waste generated by hospitals and health institutions. Certificate has to be provided by Pollution control board for authorization of the Bidder for handling bio-medical waste.
- B. Average Annual turnover of the bidder) in the past three financial years i.e. 2014-15, 2015-16 and 2016-17 shall not be less than **Rs. 2 Lakhs**.
- C. Bidder shall have experience in scientific disposal of bio-medical waste generated by hospitals and health institutions in the past 3 (three) financial years and total value of order for such items awarded by govt. organization during the past 5 years 2012-13,2013-14,2014-15,2015-16, and 2016-17 should not be less than **Rs 1.5 lakhs**.
- D. Bidder who has been blacklisted either by the Tender Inviting Authority or by any State Government or Central Government Organization will not be allowed to participate in the tender during the period of blacklisting.

3. GENERAL CONDITIONS.

- (I) The quantity of item to be disposed indicated in the bid document is tentative and subject to change depending on actual requirement.
- (II) The complete-tender documents may be obtained from the website- www.nhm.assam.gov.in The Original Demand Drafts for Tender Fee of Rs.2000, EMD of **Rs.15,400.00** and Court Fee Stamp (Rs.8.25)/IPO (Rs.10.00) along with the hardcopy of technical bid and financial bid should be submitted to the Mission Director, National Health Mission, Assam, Saikia Commercial Complex, Shrinagar Path, Christian Basti, G S Road, Guwahati-781005, Assam on or before the last date and time of submission of the tender.
- (III) All tenders must be accompanied by Earnest Money Deposit as specified in the relevant clause of the bid document.
- (IV) Tenders will be opened in the presence of bidders / authorized representatives who choose to attend on the specified date and time as stipulated in the bid document.
- (V) At any time prior to the date of submission of tender, the Tender Inviting Authority may, for any reason, whether on his own initiative or in response to a clarification requested by a prospective Bidder, modify the tender document by an amendment. All prospective bidders who have received the tender document will be notified of the amendment and that will be binding on them. In order to provide reasonable time to take the amendment into account in preparing their bid, Tender Inviting Authority may at its discretion, extend the date and time for submission of tenders.
- (VI) Interested eligible bidders may obtain further information from the office of the Tender Inviting Authority.
- (VII) Disposal/ destruction as per bio-medical waste management rules shall be done in presence of representative of condemnation committee approved by government.

5. **TECHNO-COMMERCIAL BID - COVER "A"**

The Bidder should furnish the following documents/charges in a separate cover hereinafter called "**Cover A**".

A. **Court Fee Stamp/IPO and Tender Document Fee**

Court fee stamp of Rs 8.25 (or IPO of Rs 10/- for bidders located outside the State of Assam). Tender document fee of Rs 2000.00 in the form of a Demand Draft in favour of "**State Health Society, Assam**" payable at Guwahati.

B. **Earnest Money Deposit (EMD)**

Earnest Money Deposit amounting to **Rs 15,400.00** only in the form of Demand Draft/Banker's Cheque/BG favoring "**State Health Society, Assam**". Earnest Money Deposit will not earn any interest.

C. **Constitution of Company of Bidder:**

Documentary evidence regarding constitution of the company /concern such as Memorandum & Articles of Association, Partnership Deed etc. with details like Name, Address, Telephone Number, Fax Number, E-mail Address of the firm with names of the Managing Director / Partners / Proprietor.

D. **Certificate from Pollution Control Board**

Attested copies of valid Certificates (for running common bio-medical waste treatment and centralized Incernation facility for scientific disposal of bio-medical waste generated by hospitals and health institutions. Certificate has to be provided by Pollution control board for authorization of the Bidder for handling bio-medical waste).

E. **Annual Turnover**

Annual turnover statement for 3 years i.e. 2014-15, 2015-16 and 2016-17 in the format given in Annexure-I

F. **Execution of similar contracts of Bidder:**

Disposal of bio-medical waste made during the last 3 financial years with summary of Purchase Orders and Performance Certificates issued by clients

in the specified format (Refer Annexure II). contracts for similar items executed for a Government Organization during the past 3 years should be submitted.

G. **Details of Incarnation Unit of Bidder**

Details of Incarnation Unit as per Annexure-III. The details containing the name & address of the premises where the items are actually destructed.

H. **Signature & Seal on each page**

The tender document signed by the Bidder in all pages with office seal.

The above documents should be sealed in a separate cover super scribed as **"TECHNICAL BID, COVER "A" (TENDER FOR DISPOSAL OF EXPIRY DRUGS & CONSUMABLES DUE ON ../08/2018)"** and addressed to the Mission Director, National Health Mission, Assam. Saikia Commercial Complex, Srinagar Path, Christian Basti, G S Road, Guwahati-781005

6. **PRICE BID - COVER "B"**

Cover "B" shall contain the Price Bid of the bidder.

- (i) Signature and Seal on each page: Each page of the price bid should be duly signed by the bidder affixing the office seal.
- (ii) Rates quoted : The bidder shall submit the Price Bid (Cover – B) in the format at Annexure-IV. The rates quoted shall be inclusive of all taxes and any other charges. The component of Tax should also be shown separately.

The bidder shall put the duly signed Annexure-IV in a sealed cover Super scribed as **"PRICE BID COVER "B" TENDER FOR DISPOSAL OF EXPIRY DRUGS & CONSUMABLES "** and addressed to the Mission Director, National Health Mission, Saikia Commercial Complex, Srinagar Path, Christianbasti, G.S Road, Guwahati-781005, Assam.

7. **COVER FOR TECHNICAL BID & PRICE BID**

The two separately sealed covers Technical Bid (Cover "A") and Price Bid (Cover "B")} shall be placed together inside another cover which shall be sealed and superscribed as **"TENDER FOR DISPOSAL OF EXPIRY DRUGS & CONSUMABLES"** and addressed to the Mission Director, National Health Mission, Saikia Commercial Complex, Srinagar Path, Christianbasti, G.S Road, Guwahati-781005, Assam.

8. **OPENING OF COVER "A" AND COVER "B" OF TENDER**

- (a) Bidders or their authorized representatives are entitled to be present on the date and time of opening of Technical Bid - Cover "A".
- (b) Only those bidders whose Technical Bids are found acceptable after technical and commercial evaluation will be invited to be present at the date and time

of opening of Price Bid - Cover "B". The price bids of bidders not found technically qualified will not be opened.

9. VALIDITY OF BID:

Bids shall remain valid for acceptance for a period of 90 days after opening of Technical Bid i.e. Cover 'A'. Bids with shorter validity shall be rejected. Purchaser may solicit bidders consent to an extension of validity period. A bidder may refuse extension request without forfeiting the EMD.

10. VALIDITY OF OFFER OF SUCCESSFUL BIDDER:

The validity of offer of the successful bidder shall be 6 months from the date of finalization of the order and the successful bidder will be bound to supply the items at agreed rates and terms during this period.

10. OTHER CONDITIONS

A. Item Details & Quantity

Bidder has to quote per kg of the materials. The quantity mentioned is only the tentative requirement and may increase or decrease as per requirement of Tender Inviting Authority. The rates quoted should not vary with the quantum of the order. The estimated quantity is approximately 35,000 kg of drugs and consumables.

B. No Revision/Correction of Rates

No Bidder shall be allowed at any time on any ground whatsoever to claim revision or modification in the rates quoted by him. Representation to make correction in the tender documents on the ground of clerical error, typographical error, etc., committed by the bidders in the Bids shall not be entertained after submission of the bids.

C. Execution of Order

Unless otherwise specified, disposal should be done directly by the successful bidder and not through any other agency.

D. **Inspection**

Tender Inviting Authority or his authorized representative has the right to inspect the factories of bidders, at any point of time and also has the right to reject the tender or terminate / cancel the orders, based on adverse reports brought out during such inspections. The Bidder shall extend all facilities to the team to enable them to inspect the Incernation process, quality control measures adopted.

10. **ACCEPTANCE OF TENDER**

A. **Tender Evaluation**

Tenders will be evaluated with reference to technical and commercial parameters to determine the technically qualified bidders.

Price Bids of technically qualified bidders will be evaluated with reference to the quoted rates (landed price of each item). Conditional discounts shall not be taken into account for price comparison.

B. **Right to Reject Tender**

Tender Inviting Authority reserves the right to accept the tender or to reject the whole tender for the supply of all items tendered at any point of time without assigning any reason.

C. **Tender Acceptance**

The acceptance of the tenders will be communicated to the successful bidders in writing.

11. **AGREEMENT**

The successful Bidder shall execute an agreement in the form at Annexure IV on a non-judicial stamp paper of value of Rs.100/- (stamp duty to be paid by the Bidder) within 10 days from the date of the intimation from Tender Inviting Authority informing that his tender has been accepted.

12. **SERVICE CONDITIONS**

A. **Purchase Order**

Purchase order will be placed on the successful Bidder at the discretion of the Tender Inviting Authority.

B. **Completion Period**

The supply should be completed within 20 (days) from the date of order, unless otherwise specified in the order.

C. **Pick-up Point**

The expiry drugs and consumables should be picked up from central store, Beltola, NHM to your site.

D. **Penalty for Delayed Completion**

In case there is delay in delivery beyond the stipulated period as mentioned in the purchase order, there shall be reduction in price @ 0.5% of the value of delayed goods per week of delay or part thereof subject to a maximum of 10% of the total order value.

13. FORCE MAJUERE

The above conditions of delivery period, price reduction etc. are subject to force majeure conditions which are beyond the control of the supplier, do not involve fault or negligence of the supplier and are not anticipated. Such events may include but are not limited to riots, mutinies, war, fire, storm, tempest, flood, earthquakes, epidemics, or other exceptional causes like quarantine restrictions, freight embargoes. On specific request made by the bidder the time period of supply may be extended by the purchaser at his discretion for such period as may be considered reasonable. However, the condition shall not include scarcity of raw materials, power cut, labour dispute, failure of sub-vendor and increase in cost of raw material.

14. LOCAL CONDITIONS:

It will be imperative on each bidder to fully acquaint himself of all local conditions and factors that would have any effect on performance of the Contract. The Tender Inviting Authority shall not entertain any request for clarifications from the bidder regarding such local conditions nor shall accept any offer conditional to the local factors. No request for any change of price or extension of time schedule of delivery of goods shall be entertained after acceptance of bids.

15. PAYMENT PROVISIONS

- A. Payments towards the supply of items will be made strictly as per rules of the Tender Inviting Authority. Full payment will be released only after completion of destruction of entire ordered quantities.
- B. On completion of supply of supplied quantities, invoices with challans along with (certified by the Condemnation committee formed by NHM) should be submitted in triplicate, addressed to the Tender Inviting Authority.

16. ARBITRATION

Any dispute whatsoever in any way arising out of or relating to the contract shall be referred to arbitration of the Mission Director, National Health Mission, Assam or to the sole arbitration of some person nominated by him. There shall be no objection if the arbitrator so appointed happens to be an employee of National Health Mission, Assam. The award of the arbitrator shall be final, conclusive and binding on all parties.

17. SAVING CLAUSE

No suit, prosecution or any legal proceedings shall lie against Tender Inviting Authority or any person for anything that is done in good faith or intended to be done in pursuance of tender.

18. LAWS GOVERNING THE CONTRACT & JURISDICTION

The contract shall be governed by the laws in force in India. In the event of any dispute arising out of the tender such dispute would be subject to the jurisdiction of the Court within the State of Assam only.

ANNEXURE-I
ANNUAL TURNOVER STATEMENT OF THE BIDDER

The Annual Turnover of M/s _____ for the last three financial years 2014-15, 2015-16 and 2016-17 are given below and certified that the statement are true and correct.

Sl No.	Year	Turnover in Lakhs
1.		
2.		
3.		
Total		- Rs. _____ Lakhs
Avg.	-	Rs. _____ Lakhs

Date :

Seal :

ANNEXURE-II
Performance Statement (of the Bidder)

I/ We hereby certify that the turnover of the Bidder
M/s.....from executing similar contracts with Govt.
organization/ Govt. undertaking from the FY 2014-15,2015-16, and 2016-17

Sl.	Name and Full address of the Purchaser	Financial Year	Turnover Value
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

(Please use additional sheets if required)

SIGNATURE :
NAME & DESIGNATION :
DATE :
NAME & ADDRESS OF THE FIRM :

ANNEXURE – III
Declaration on Incernation Facilities by the Bidder

Tender No._____

For supply of _____

1. Name of the manufacturer :
2. Full Postal Address :
3. Telephone No. /Fax No. :
4. Email address :
5. Date of inception of business :
6. Registration no. & Date :
7. Issued by :
8. Valid till :
9. Details of capacity
12. Name of Govt. Departments/ Pvt. Institutions : As per enclosure
Whose work has been done
18. Has the bidder ever been black listed :
by any govt. agency? If yes, give details.
14. Are any cases pending in the court related to :
any supplies? If yes, give details
15. Does the firm have the adequate facilities for :
Inspection and quality control?
Please give details

I, _____ Prop./partner/Director of M/s

Hereby declare that the information given in this form is true and correct to the best of my knowledge & belief.

I/we agree to the tender Inviting Authority forfeiting the Earnest Money Deposit and blacklisting us for a period of 5 years, if any information furnished by us is proved to be false at the time of inspection and non – compliance with terms and conditions of the contract

I offer to supply the items mentioned in the schedule (enclosed in price bid) at the rates quoted therein.

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF THE FIRM :

Annexure IV

COVER 'B' – PRICED BID

Tender No. _____

Date:

SI No	Item	Basic Price per Kg (without GST) (Rs)	GST (Rs)	Total Price per Unit (Inclusive of GST)

N.B : Tenders will be evaluated on individual item basis to determine the lowest price of each item.

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF THE FIRM :

OFFICIAL SEAL :