



Government of West Bengal  
Office of the Principal  
Nil Ratan Sircar Medical College  
Kolkata – 700014; Phone: 033-2286-0033  
Website: [www.nrsmc.edu.in](http://www.nrsmc.edu.in); e-mail: [principalnrsmc@gmail.com](mailto:principalnrsmc@gmail.com)

Memo No. NMC/STORE/ 6051

Dated: 09.12.2024

**E-TENDER NOTICE (NIT No: 45/ 24-25) FOR PURCHASE OF  
REAGENT FOR THE DEPARTMENT OF PATHOLOGY  
NIL RATAN SIRCAR MEDICAL COLLEGE, KOLKATA - 700014.  
(Through Pre-qualification)  
(Submission of Bid through NIC e- tender portal)**

The Principal, Nil Ratan Sircar Medical College, Kolkata – 700014, is going for e-Tender on behalf of the Health & Family Welfare Department, Government of West Bengal for obtaining the rate of equipment as per list from bonafide Manufacturer/Direct Importer/Authorized Distributors. Necessary earnest money to be submitted for participation in the Tender is appended in the table below. Exemption of EMD is applicable to agencies having valid, item specific certificate issued by appropriate authority of Govt. of West Bengal.

Serial No	Name of Drug	Acc. Unit	Annual Consumption	Earnest Money
1	PAX 5 (1ml)	Per unit	As per demand	Rs. 25000.00
2	TTF 1(7ml)	Per unit	As per demand	
3	BCL 2(1ml)	Per unit	As per demand	
4	CD 5 (1ml)	Per unit	As per demand	
5	Synaptophycin (7ml)	Per unit	As per demand	
6	CD 3 (1ml)	Per unit	As per demand	
7	CD 10(1ml)	Per unit	As per demand	
8	Cyclin D1(1ml)	Per unit	As per demand	
9	BCL6(1ml)	Per unit	As per demand	

**All bidders must complete their technical demonstration of their quoted items within ten (10) days from the date of opening of technical bid to the concern Department.**

**1. General Instructions:**

In the event of e-filing, intending bidder may download the tender documents free of cost from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate or from the Health & Family Welfare Department's website [www.wbhealth.gov.in](http://www.wbhealth.gov.in).



## 2. Submission of Bids:

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed, in the website <http://wbtenders.gov.in>. All papers must be submitted in English language.

## 3. Time Schedules:

The time schedule for obtaining the bid documents, pre bid meetings, registration with the tendering authorities, the submission of bids and other documents etc. will be as per **the list provided in clause no 17** as given below. Bidder are instructed to wait for uploading any corrigendum arising during pre bid meeting, before submitting their bid online

## 4. Eligibility for Quoting:

**Only Manufacturers/direct Importers/Authorized Distributors are eligible for quoting.** The price is to be quoted in Indian Rupees including cost of insurance, packing, forwarding, freight charges, clearing charges and installation of the new instrument and exclusive of GST and other taxes which are to be quoted separately in the BOQ. Agency commission is not permissible.

## 5. Submission of Tender:

The tender is to be submitted in Two Bid System (Technical Bid or Bid A & Financial Bid or Bid B).

### (A) Technical Bid or Bid A:

#### "BID A": PART I

File containing Technical Bid only - single file with multiple scanned pages containing Statutory and My documents separately.

(a) **STATUTARY** Cover containing the following documents:

(SINGLE FILE MULTIPLE PAGE SCANNED)

Essential Requirements of the Tendering Firm for participation" shall contain all papers related to the essential requirements of the Renderer for participation in the tender viz.

Sl. No.		Page no
1	Duly filled in CHECK LIST in the prescribed format. Page number of documents must be mentioned in the check list before uploading the same.	
2	Application in the prescribed format given in Annexure I	
3	Copy of agreement between the manufacturer and the Distributor in Annexure II	
4	No conviction certificate in the form of an Affidavit as per Annexure-III.	
5	A Proof of submission of applicable EMD	



**(b) NON STATUTORY/MY DOCUMENTS** Cover Containing the following documents:

Essential Requirements of the Tendering Firm for participation" shall contain all papers related to the essential requirements of the Renderer for participation in the tender viz.

Sl. No.	Category	Sub Category	Sub Category Description	Page No
A	Certificates	A1. Certificates	PAN Card of the authorized signatory	
B			GST Registration certificate	
C	FINANCIAL INFO	PAYMENT CERTIFICATE 1	Income Tax Returns submitted for the last three years	
		Audited P/L & BALANCE SHEET	P/L & Balance sheet of the last three years	

**BID A": PART II**

Must mention Make of the each reagent . **Improper filling &/or suppression of facts/false statement will lead to disqualification and penalty in the form of permanent black listing.**

**(B) Financial Bid B**

**COVER "B":** Separate file containing financial document only.

(a) Financial Bid: BOQ in INR (in excel sheet)

The folder marked as "Financial Bid" shall contain all inclusive price in INR only and should include base price along with the cost of allied works and services which are to be

**However, the L1 will be determined on basic rate with GST quoted will be directly remitted to Government account as per existing norms of Finance Department.**

The Tenderers are not required to submit the hard copies of Cover A (Transaction document of EMD , General Documents and Technical Specifications) .

**6. Evaluation of Tender:**

During tender evaluation process, "Bid A" will be opened first. Those tenderers who would qualify the Statutory & Non-Statutory requirements on the basis of technical and commercial documents will be identified and "Bid B" i.e. financial bid of only those qualified bidders will be opened. Verification of hard copies of the audited balance sheet and Profit & Loss Accounts of the Tenderers for the last three years will be made if deemed necessary before opening the Financial Bid (Bid B) of the technically qualified bidders. If found suitable on the basis of above pre-qualification, the tenderer quoting the lowest rate, will be considered as successful.



### **7. Earnest Money:**

The earnest money of the tenderer is liable to be forfeited if the tenderer withdraws his tender as a whole or for any particular item or items at any stage after opening of the tender or fails/refuses to enter into written agreement for any or all of the items of his accepted bid within the time specified when requested to do so or fails to furnish Performance Bank Guarantee within the stipulated time. **EMD should be deposited online in the Pooling Account of Government of West Bengal maintained at ICICI Bank, RN Mukherjee Road Branch in the manner as prescribed in Government Order no. 3975-F(Y) dated 28/07/2016. (Order copy is available at the site-www.wbfin.nic.in)** Hard copy of Bid A should reach the office on or before the stipulated date as mentioned in clause 23.

### **8. Rate:**

The price is to be quoted in INR only including cost of insurance, entry tax, packaging, forwarding, delivery charges, clearing charges and installation of the new instrument. The basic rate should be furnished inclusive of Transportation Cost, Insurance, Testing Charges, Incidental Charges etc. but excluding GST and any other applicable taxes etc. which should be quoted separately in the template for Bill of Quantities (BOQ).

### **9. Order & Supply:**

The tendering authority has the liberty to ask for **performance demonstration** of any item during any stage of the tender process, before placing order for supply. In case of dissatisfaction, the authority will have the right to disapprove the offer of L1 bidder and go for the next bidder. Orders for supply of the approved products will be placed with the successful tenderers after execution of agreements and such supply shall have to be made in such installments as may be fixed or spread over the period to be specified in the supply orders to be made in pursuance of the agreements. The equipment is to be transported in such packaging so as to avoid damage to primary package of manufacturer. The successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier.

**The tendering authority will be at liberty to enhance the quantity of the item tendered up to 40% of the original required quantity. Bidder will have to consider the same while bidding as supply of the enhanced quantity will be mandatory as the original one.**

### **10. Withdrawal /Cancellation & Purchase Policy of Tendering Authority:**

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any tenderer, shall be treated as cancelled. The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the tenderer will not be allowed.

Purchase will, however be made following the existing purchase policy of the Govt. of West Bengal and its amendment(s) made from time to time. The purchase policy of the State Government as provided in the West Bengal Financial Rules, the policy of price preference in particular incorporated under Notification No. 10500-F dated 19.11.04, 5400-F(Y) Dated 25/06/2012 and subsequent relevant orders should be observed in considering the tenders.



### **11. Important Instruction with regard to Submission of Tender:**

The rate should be quoted in Indian Rupees for a particular brand or model (model no. of the offered item only must be mentioned in the appropriate column of the 'Tender Form'. Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model, model no. etc. Detail information regarding the manufacturer and the item quoted in the 'Tender Form' should be furnished.

### **12. Delivery, Installation and Commissioning**

- i. Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser.
- ii. The installation, testing and commissioning of the proposed system shall be completed in accordance with the order.
- iii. All items are to be delivered within six weeks from the date of placement of order.
- iv. In case of distributor, the firm should be direct distributor of manufacturing unit. **Sub distributor authorization by distributor will not be accepted at all.**

### **13. Penalty Clauses:**

**PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRAUDULENT/ MISLEADING DOCUMENTS:** If during the tender process or at any stage during the validity of the tender period, it is found that a tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money, forfeiture of Performance Bank Guarantee if enlisted as a supplier in addition to any other legal action against the firm.

### **14. Appeal:**

Appeal against the decision of the Principal, Nil Ratan Sircar Medical College, Kolkata and then to impose such a penalty will lie with Tender Selection Committee. Review against the decision of the Tender Selection Committee (TSC) will lie with Health & F.W. Dept. of the Govt. of W.B. The Special Secretary/Secretary/Principal Secretary will be the appellate authority within the Department of Health & Family Welfare, Government of West Bengal. Before imposing any penalty as per clauses 20, 21 and 22 the concerned supplier may appeal to the authority citing the proper reasons for non- imposing the penalty as stated.

### **15. Agreement:**

On a tender being accepted, intimation of acceptance will be forwarded to the tenderer by Principal, Nil Ratan Sircar Medical College, Kolkata. After communication of the same, the tenderer will have to execute agreement in the prescribed form with the Principal, Nil Ratan Sircar Medical College, Kolkata. In case any direct purchasing unit wishes to go for a separate agreement, the head of the purchasing unit must get written permission to that effect from his controlling authority. This present document and the tender forms filled in by the tenderer or copies thereof in so far as they are not inconsistent with these terms & conditions will be incorporated as part of the agreement. Such agreement will be binding on the tenderer.



**16.A) Validity Period of Bid:**

Bids shall remain valid for a period of 02 (two) years from the date of opening of the financial bid.

**16.B) Validity Period of Bid price:**

The bid price shall remain valid for a period of 2 (two) years from the date of opening of the financial bid..

**17. Dates & Information:**

S. No	Items	Dates
1	Date of uploading of N.I.T. Documents (online) from this end.	13.12.2024, 4.00 P.M.
2	Documents download start date (Online)	13.12.2024, 4.00 P.M.
3	Date of hoisting of documents at Departmental Website ( <a href="http://www.wbhealth.gov.in">www.wbhealth.gov.in</a> )	13.12.2024, 4.00 P.M.
4	Date of Pre Bid Meeting and workshop with the intending bidders at the office of the Principal of NRS Medical College	16.12.2024, at 12.30 P.M
5	Bid Submission starting (On line)	17.12.2024, 4.00 P.M. onwards
6	Bid Submission closing (On line)	31.12.2024 at 4.00 P.M.
7	Bid opening technical bid(online) (Bid A )	02.01.2025 at 4.00 P.M.
8	Date of uploading list for Technically Qualified Bidder (online)(Bid A)	03.01.2025, 10 A.M. onwards.
9	Date & for opening of Financial Proposal (Bid B) (Online)	To be declared later
10	Date of uploading of list of bidders along with the approved rate	To be declared later

Principal, Nil Ratan Sircar Medical College, Kolkata, reserves the right to change the above schedule in case of any exigencies after putting up a notice in the departmental website and Notice Board of N R S Medical College, Kolkata.




**18. Validity of Tender:**

- i. The tender will remain valid up to 2 (two) year from the date of opening of the financial bid of tender **which can be extended for a period of 6 months**. Any objection raised by any bidder in this respect will not be entertained. No informal tenderer will be entertained in the bid further.
- ii. During the scrutiny, if it comes to the notice of tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
- iii. Prospective bidders must take training from authorized agencies before submission of their bids.
- iv. The Tender Selection Committee reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

**19. NO- CONVICTION CERTIFICATE:**

No conviction certificate in the form of An Affidavit is to be submitted in the prescribed Pro-forma as Annexure-IV attached herewith from Notary Public/ Judicial Magistrate/Executive Magistrate.

  
09-12-24

Principal  
NRS Medical College  
Kolkata-14

A



CHECK LIST (MUST BE PROPERLY FILLED)

**NOTE: For Non applicability for some documents please mention "NA" in the check list. Must be mention page number in the check list.**

S. No	Item	PI put tick or NA	Page No.
1	Application submitted in Annexure I		
3	Annexure II (Copy of agreement between the Manufacturer and the Direct Importer/Distributor)		
4	No conviction certificate in the form of an Affidavit as per Annexure-III.		
5	<b>NordiQC Immunohistochemical quality Control Assessment Report Accredited by DANAK under Registration number 616 to proficiency testing.</b>		
6	<b>Valid Drug License</b>		
7	Income Tax Returns submitted for the last three Assessment years		
8	GST Registration certificate(not provisional)		
9	PAN Card of the organization and authorized signatory.		
10	Audited P/L & Balance sheet of last three years		
11	Trade License in the name of participating firm		
12	List of purchaser		
13	A Proof of submission of applicable EMD		



**ANNEXURE-I**

**APPLICATION FORMAT**

(To be furnished in the Company's official letter pad with full address and contact no etc)

To The Principal, Nil Ratan Sircar Medical College, Kolkata-700014.

Sub: Tender No.-----Dt.------(Name of the Item -1)-----2)-----  
-----3)-----4)-----

----) for purchase and installation of equipment for department of ....., Nil Ratan Sircar Medical College, Kolkata-700014.

Ref:-

Sir,

Having examined the pre-qualification & other documents published in the N.I.T, I /we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me / us on behalf of.....

In the capacity of.....duly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.

2. We accept the terms and conditions as laid down in the NIT mentioned above and declare that we shall abide by it for throughout the tender period and its extensions, if any.

3. We are offering rate for the following item /items and assured supply to the Health & Family Welfare Department, Government of West Bengal as per Table-1 (Instrument Specification)

4. a. We propose that the order and bill should be raised in our name.

For liasing, we have appointed M/S ..... having its office at ..... (Address, contact no and e mail address) as C&F agent /Liasoner /Contact person/..... Others (strike out whichever is not applicable) as per clause ..... of the NIT

b. The agreement between ourselves and the distributor/C&F/Liasoner & other documents as prescribed is attached in annexure III

5. In the event of being selected, supply will be made within the stipulated period excepting the condition which is beyond our control.

6. We understand that:

(a) Tender Selection Committee/ H&FW Dept can amend the scope & value of the contract bid under this project.

(b) Tender Selection Committee/ H&FW Dept reserves the right to reject any application without assigning any reason.

Date :-

Signature of applicant including title  
and capacity in which application is made.

Contact details -

Mobile:

E mail ID:



**Annexure II**

Authorization letter in favour of the applicant (other than Managing Director/ Proprietor) –  
from the competent authority.

FORMAT

(To be furnished in the Company's official letter pad with full address and contact no, E mail  
Address etc.)

(TO WHOM IT MAY CONCERN)

This is to certify that Mr./Mrs. ....(Name),  
an employee of this Organization as ..... (Official  
Designation) is hereby authorized to submit tender online , Vide NIT  
No....., Dated..... on behalf of the Organization.

Signature of the  
competent authority with Seal

.....  
(Signature of the Authorized Person)

Signature of Mr./Mrs. ....  
.....is hereby attested.



### ANNEXURE-III

Draft Affidavit Proforma  
(Notarized on Rs. 100 Stamp Duty)

I, Sri/Smt. ....  
The Managing Director/Proprietor (etc.) of the Firm.  
..... (Name of the firm)  
At (address).....  
P.O... ..  
P.S.....Dist.....  
do hereby solemnly affirm and declare as follows:

- a. That I am not under conviction of any offence making myself liable to be disqualified to supply of Surgical Equipments/Instruments etc. to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.
- b. My Firm has not been blacklisted at present as a whole or for any item/ items as quoted in this tender by any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States in India.
- c. That no case is pending against me or against my Firm in any criminal court of law in connection with the supply of Surgical/hospital equipment/Instruments to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States ( If any case is pending, pl state the details ).
- d. *That, I declare that the item or items quoted by me confirms the specification given in the NIT document or higher standard relating to the specification is provided.*
- e. The duly authenticated Technical Data Sheet is uploaded conforming to the prescribed standard.
- f. That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per law of the country.
- g. That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine & correct.

Deponent