



Government of West Bengal
Office of the Medical Superintendent Cum Vice Principal
Malda Medical College & Hospital, Malda
PS-English Bazar, Dist- Malda, Pin-732101
Tele_Fax-03512-252480 ♦ E_mail-msvpmlmch@gmail.com

Memo No: MSVP/e-NIT-08/MLDMCH

Dated: 25/08/2026

**E-TENDER NOTICE INVITING FOR PURCHASE AND INSTALLATION OF UNDER MENTIONED ITEMS FOR MALDA MEDICAL COLLEGE & HOSPITAL, MALDA
(Through Pre-qualification) (Submission of Bid through NIC e- tender portal)**

The MSVP, MMC&H, Malda invites e-tender from Indian or Foreign Manufacturers or their Indian Importer / Authorized Agent/ Authorized Distributors towards purchase of under mentioned items for Malda MC&H, Malda. **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.

Sl No	Name of equipment	Department	Quantity	Earnest Money (EMD) Rs	Minimum requirement of avg annual turnover last three years
1.	<u>MICRO EAR SET:-</u> 1. Marathon Micro Motor complete with foot switch:1 2. NSK Hand Piece St:1 3. Cutting burr TC:5 4. Polishing Burr:4 5. Aural Speculum Black : 1set 6. Lempert Speculam :1 7. Mastoid retractor 3x3:2 8. Mastoid Retractor 2 x 2 : 2 9. Micro Serreted Forceps : 1 10. Micro Cup Forceps St/Up : 2 11. Micro Cup Forceps Rt/Lt : 2 12. Micro Scissors St/Rt/Lt :3 13. Beals Elevator:1 14. Rosen Elevator :1 15. Circular Knife :1 16. Sickle Knife:1 17. Flag Knife:1 18. Needle St:1 19. Needle Cvd:2 20. Pick 45deg/90deg:2 21. Ball Probe:1 22. Verhoeven Suction:1set 23. Zoelner Suction:1 24. Malleus Nipper Up;1 25. Crimper:1 26. Farabeuf Rougine:1 27. House Curette:1 28. Freers Elevator:1 29. Skin Hook Single Fine:2 30. Adson Forceps Tooth:1 31. Adson Forceps Non Tooth:1	ENT DEPT.		10000.00	Rs15Lakhs.

2.	<u>SEPTOPLASTY SET:-</u> 1. Killian Speculum:3 2. Lucs Forceps:3 3. Senn Miller Retractor:2 4. Skin Hook Double:2 5. Heyman Scissors:1 6. Freers Elevator:1 7. Howarth Elevator:1 8. Freers with Suction:1 9. Frazier Suction Canulla:3 10. Killian Gouge:1 11. Nasal Osteotome St/Cvd:2 12. Mallet:1 13. Bipolar Bayonet Forceps with Cord 8":1 14. Drgical Head Light-1	ENT DEPT.	1nos Set (Each set must contain the items sl from sl no 01 to 14)		
3.	<u>FESS INSTRUMENTS:-</u> 1. Antrum Curette Fenes.:2 2. J curette:2 3. Fess Sickle Knife:1 4. Ostium, Probe:1 5. Antrum Suction Canulla:2 6. Max. Suction Canulla:1 7. Diath. Suction Canulla:1 8. Ostium Probe:1 9. Blakesley Punch St:2 10. Blakesley Punch 45 deg:2 11. Ostrum Punch Up:1 12. Ostrum Punch Rotating:1 13. Thru Cut Punch St:1 14. Thru Cut Punch 45 deg:1 15. Nasal Scissors St/Rt/Lt:3 16. Nasal Scissors Up:1 17. Giraffe Forceps Hor./Ver:2 18. Kerrison Punch 2mm:1 19. Kerrison Punch Rotating:1 20. Kerrison Punch Up Cvd:1 21. Mushroom Punch St/Up:2 22. HowserForcep Rotating:1 23. Bipolar Diath. Forceps with Suction Rotating:1 24. Endo Clip Applicator for 25. LT100:1 26. Cottle Elevator:1 27. Nasal Endoscope HAWK 4mm 0 degree:1 28. Nasal Endoscope HAWK 4mm 30 deg.1 29. Nasal Endoscope HAWK 4mm 70 deg.1 30. Nasal Endoscope HAWK 2.7mm 0 deg:1	ENT DEPT.	1 nos Set (Each set must contain the items sl from sl no 01 to 14)		

	31. LED Hand Held Light Source for Endoscope:1	ENT DEPT.			
4.	27 inch Medical Grade LED Monitor.		1		
5.	100 watt LED light source colour Temperature-5000k-6500k with universal Fiber light guide cable.		1		

The successful bidders shall be required to furnish the performance Bank Guarantee @10% of the contract value.

In the event of e-filing, intending bidder may download the tender documents from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate and also to be documented through e-filing.

PROCEDURE FOR DEPOSIT OF EMD/BID SECURITY RELATED TO e-PROCUREMENT OF THE STATE GOVERNMENT DEPARTMENTS (through NET BANKING/RTGS/NEFT).

The process may be followed as per memorandum of the Finance Department Audit Branch bearing Memo No-3975-F(Y) dated: 28th July, 2016 (GRIPS) and Ref. to Govt. of West Bengal Memorandum Memo. No.201-F(Y) dated 18th January, 2021.

Tender Terms and condition:

All bidders must upload all records, data and documents on which they wish to rely in support of their Technical Bid.

All the required documents uploaded by the bidders should have an index page indicating the name of the documents enclosed with the page number.

Unless for reasons to the satisfaction of the Tender Inviting Authority, bidders will not be allowed to supplement data and documents submitted online, with additional data and documents, during tender evaluation.

'Malda MCH' should be written on each instrument with Lasers.

Login by bidder:-

- a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRIs, etc. shall log into the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password.
- b) He will select the tender to bid and initiate payment of pre-defined EMD/ Tender Fees for that tender by selecting from either of the following payments modes:
 - i) Netbanking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;
 - ii) RTGS/NEFT in case of offline payment through bank account in any Bank

1. Payment procedure: -

- a) Payment by Net Banking (any enlisted bank) through ICICI Bank Payment Gateway
 - i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.

- ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii. Bidder will receive a confirmation message regarding success/failure of the transaction.
- iv. If the transaction is successful, the account paid by the bidder will get credited in the respective Pooling account of the State Government./PSU/Autonomous Body/Local Body/P, R.Is, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/NEFT

- i) On selection of RTGS/NEFT as the payment mode, the e-Procurement Portal will show a pre-filled challan having details to process RTGS/NEFT transaction.
- ii) The bidder will print the challan and use the prefilled information to make RTGS/NEFT payment using his bank account.
- iii) Once payment is made, the bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/ RTGS process to complete, in order to verify the payment made and continue the bidding process.
- iv) If verification is successful, the fund will get credited to the respective Pooling Account of the State Government / PSU/Autonomous Body/Local Body/ PRIs etc. Maintained with the focal point branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD /Tender Fees.
- v) Hereafter, the bidder will go to e-Procurement Portal for submission of the bid.
- vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

6. Refund/ Settlement Process.:

Finance Department Memorandum No. 441-F(Y) Dt. 27.01.2020 may be referred for guidance. After declaration of Award of Contract (AOC) through the e-procurement portal, the EMD will be automatically refunded to the unsuccessful bidder (s) in the same route to the account from where the transaction was processed within a reasonable time.

- i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-payment portal of the State Government, the tender inviting committee will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of unsuccessful bidders, to the ICICI Bank by the e procurement portal through web services.
- ii) On receipt of the information from the e procurement portal, the bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank account from which they made payment transaction. Such refund will take place within

T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority.

iii) Once the financial bid evaluation is electronically processed in the e- procurement portal, EMD of the technically qualified bidders other than that of L1 and L2 bidders will be refunded, through an automated process, to the respective bidder's bank account from which they made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority. However, L2 bidder should not be rejected till the LOI process is successful.

iv) If the L1 bidder accept the LOI and the same is processed electronically in the e- procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on Award of contract (AOC) to the L1 bidder is uploaded to the e-procurement portal the tender inviting authority.

v) As soon as the L1 bidder is awarded the contract (AOC), and the same is processed electronically in the e- procurement portal –

a) EMD of the L1 Bidder of the tenders of the State Government Offices will automatically get transferred from the Pooling account to the State Government Deposit Head '8443-00-103-001-07' through GRIPS along with the bank particulars of the L1 bidder.

b) EMD of the L1 bidder for the tenders of the State/PSU/Autonomous Bodies/ Local Bodies/ PRIs etc. will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.

In both the above cases, such Transfer will take place within T+1 bank working days where T will mean the date on which the award of contract (AOC) is issued.

vi) The bank will share the details of GRN No. generated on successful entry in GRIPS with the e- procurement portal for updating.

vii) Once the EMD of L bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account of the Government Revenue Receipt Head "0070-60-800-013-27" through GRIPS for Government Tenders and to the respective linked bank accounts for State/ PSU/Autonomous Body/Local Body/ PRIs etc. Tenders.

viii) All refunds will be made mandatorily to the bank account from which the payment of EMD and tender fees (if any) were initiated.

7. Technical Bid in Technical (Statutory & Non-Statutory) folder and Financial Bid in Financial folder both duly digitally signed is to be submitted concurrently in the website [http:// wbtenders.gov.in](http://wbtenders.gov.in).

8. The Financial Bid of the prospective Bidder will be considered only if the Technical Documents (Statutory & Non-Statutory) and equipment specification of the Bidder found qualified by the Tender

Selection Committee of MSVP,MMC&H,Malda. The decision of the Tender Selection Committee will be the final and absolute in this respect. The list of the qualified Bidders will be displayed in the website and schedule date & time for opening of Financial Bid also be displayed in the website.

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b) EMD of the L1 bidder for the tenders of the State/PSU/Autonomous Bodies/ Local Bodies/ PRIs etc. will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.

In both the above cases, such Transfer will take place within T+1 bank working days where T will mean the date on which the award of contract (AOC) is issued.

vi) The bank will share the details of GRN No. generated on successful entry in GRIPS with the e- procurement portal for updating.

vii) Once the EMD of L bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account of the Government Revenue Receipt Head "0070-60-800-013-27" through GRIPS for Government Tenders and to the respective linked bank accounts for State/ PSU/Autonomous Body/Local Body/ PRIs etc. Tenders.

viii) All refunds will be made mandatorily to the bank account from which the payment of EMD and tender fees (if any) were initiated.

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Selection Committee of MSVP, MMC&H, Malda. The decision of the Tender Selection Committee will be the final and absolute in this respect. The list of the qualified Bidders will be displayed in the website and schedule date & time for opening of Financial Bid also be displayed in the website.


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DATE & TIME SCHEDULE OF IMPORTANT EVENTS

1. Important information

Sl No.	Particulars	Date & Time
1.	Date of uploading of Documents online (Publishing Date).	25/08/2026 at 06 p.m
2.	Documents download start date (online).	25/08/2026 at 06 p.m
3.	Bid Submission Start date (online)	02/09/2026 at 10 a.m.
4	Pre Bid Meeting (offline)	31/08/2026 (Academy building MSVP Conference room ground floor)
5	Bid submission Closing date (online).	14/09/2026 at 02p.m
6	Date of Opening of Technical Bids in the prescribed web portal (online).	16/09/2026 at 02 p.m.
7	Date of opening of Financial Bid	To be announced later

Meeting Venue: Meeting Room of Academy building MSVP Conference room Ground floor.

2. If any of the dates in the calendar /date schedule, given above, is eventually declared by state government as a holiday, or natural calamity prevents holding of any of the events at the place mentioned above in the calendar /schedule, the **scheduled** event /work will be automatically deferred to the next working day.

**Medical Superintendent Cum Vice Principal
Malda Medical College &Hospital, Malda**

Memo No: MSVP/e-NIT-08/MLDMCH

Dated: 25/08/2026

Copy forwarded for information & necessary action to:

1. The D.H.S, West Bengal, SwasthyaBhawan, Saltlake City, Kol-91.
2. The District Magistrate, Malda
3. The Principal, MMC, Malda
4. The Additional Medical Superintendent, MMC&H, Malda.
5. The Accounts Officer, MMC&H, Malda.
6. The Deputy Superintendent (N/M), MMC&H, Malda.
7. The Nursing Superintendent, MMC&H, Malda
8. The All Assistant Superintendent(NM), MMC&H, Malda
9. The Pharmacist (E&C + Medicine), MMC&H, Malda.
10. The DIO NIC, with request to upload the same in the district website.
11. The In-Charge, IT Cell, Department of Health & Family Welfare, SwasthyaBhawan, GN-29, Sector-V, Salt lake City, Kolkata-700091 With request to upload the same in the department's website.
12. Guard file.

**Medical Superintendent Cum Vice Principal
Malda Medical College &Hospital, Malda**





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INSTRUCTION TO BIDDERS.

General Guidance for e-Tendering:-

Instruction /Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participating in e-Tendering.

1. Registration of Bidder:-

Any Bidder willing to take part in the process of e-Tendering will have to enroll and register with the Government e-procurement system and they can do so by visiting <https://wbttenders.gov.in> (herein after mentioned as the 'prescribed website' or 'website' or 'e-tender website') and following link on e-tendering site (herein mentioned as 'the prescribed web portal' or 'web portal' or 'e-tender web Portal').

2. Digital Signature Certificate (DSC):

Each bidder is required to obtain Class – III Digital Signature Certificate (DSC) for submission of tenders from the approved service providers of the National Informatics Centre (NIC) on payment of requisite amount; the details of which are available at the web site as stated above. The DSC is given as a USB e-Token.

3. The bidder can search and download NIT & Bid Document electronically from the above website once he/she/they log(s) on to the website mentioned in clause using the Digital signature Certificate. This is the only mode of collection of Tender/Bid Document.

4. Submission of bids:

Both Technical bid and Financial Bid, duly signed digitally signed, are to be submitted concurrently in the 'prescribed website'. All the documents, to be scanned and uploaded in the web portal, must be in English language.

The Bids are to be submitted online in the website/web portal in two folders at a time, one each for Technical Bid and for Financial Bid, before the prescribed date & time using the Digital Signature Certificate (DSC). The documents to be uploaded are to be scanned for viruses and are to be duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

Technical Proposal BID:

STATUTORY DOCUMENTS

All documents noted below are required for technical qualification. If any of the documents is not uploaded or uploaded not in prescribed format then the application of bidder will be disqualified)

"BID A": PART- I (SINGLE FILE MULTIPLE PAGES SCANNED)

1.	Application in the prescribed format given in Annexure I
2.	Self-declaration: - The Bidder shall submit documentary proof of eligibility criteria, failing which the tender will be summarily rejected.
3.	Authorization letter from manufacturer and signatory of the Company/firm concern in Annexure II.

(Handwritten Signature)

4.	Copy of agreement between the Manufacturer /the Importer / Authorized Distributor in Annexure III. Along with following supporting documents • Submission the documents relating to next 5 years CAMC proposal. • Export -Import License with IEC code. (For importers). • Details of equipment along with technical specification, mentioning the warranty period
5.	Confirmation letter for 'After Sale Service' along with Malda District Office address in Annexure IV.
6.	Confirmation letter for 'Demonstration Centre for quoted Equipment' in Annexure V.
7.	Valid Trade License / Enlistment with the State Government and /or Local Body having jurisdiction over the area of registered office of the Bidder.
8.	FORM –A- Financial Information of last three years certified by Chattered Accountant
9.	FORM- B- Affidavit of Non conviction
10.	Upload copy of Earnest money deposit as mentioned.
11.	PAN Card (Valid PAN issued by the IT Dept. Govt. of India)& IT return copies of last three year.
12.	GST Registration Certificate. Valid 15 digit Goods and service Taxpayer Identification Number (GSTIN) under GST Act,2017. " Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with provisions of GST Act, 2017."including GST return receipt for last three year for last quarter
13.	Quality Control Certificate (FDA / European CE certified)
14.	Company registration Certificate/partnership Dead/RoC
15.	Similar type of job executed in public sectors certificates duly signed by the Head/ authorized signatory
16.	CHECK LIST in the prescribed format below.

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FORMAT FOR CHECK LIST FOR STATUTORY DOCUMENTS
(Please put page. No and upload pages as per serial)

Sl. No.	STATUTORY DOCUMENTS	Pl mark ✓		Page no
1.	Application in the prescribed format given in Annexure I	Yes	No	
2.	Self-declaration: - The Bidder shall submit documentary proof of eligibility criteria, failing which the tender will be summarily rejected.	Yes	No	
3.	Authorization letter from manufacturer and signatory of the Company/firm concern in Annexure II.	Yes	No	
4.	Copy of agreement between the Manufacturer /the Importer / Authorized Distributor in Annexure III. Along with following supporting documents • Submission the documents relating to next 5 years CAMC proposal. • Export -Import License with IEC code. (For importers). • Details of equipment along with technical specification, mentioning the warranty period	Yes	No	
5.	Confirmation letter for 'After Sale Service' along with Malda Office address in Annexure IV.	Yes	No	
6.	Confirmation letter for 'Demonstration Centre for quoted Equipment' in Annexure V.	Yes	No	
7.	Valid Trade License / Enlistment with the State Government and /or Local Body having jurisdiction over the area of registered office of the Bidder.	Yes	No	
8.	FORM -A- Financial Information of last three years certified by Chattered Accountant	Yes	No	
9.	FORM- B- Affidavit of Non conviction	Yes	No	
10.	Upload copy of Earnest money deposit as mentioned.	Yes	No	
11.	PAN Card (Valid PAN issued by the IT Dept. Govt. of India)& IT return copies of last three year.	Yes	No	
12.	GST Registration Certificate. Valid 15 digit Goods and service Taxpayer Identification Number (GSTIN) under GST Act, 2017. "Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with provisions of GST Act, 2017." including GST return receipt for last three year for last quarter	Yes	No	
13.	Quality Control Certificate (FDA / European CE certified/UK CA/BIS	Yes	No	
14.	Company registration Certificate/partnership Deed/RoC	Yes	No	
15.	Similar type of job executed in public sectors certificates duly signed by the Head/ authorized signatory	Yes	No	
16.	CHECK LIST in the prescribed format below.	Yes	No	

Bidders are instructed to fill up the page number column in the checklist above in regard to statutory documents submitted strictly in Scheduled folders as noted above in support of their bid.

BID "A": PART- II

TECHNICAL SPECIFICATIONS OF SPECIAL TYPE EQUIPMENTS SHOULD BE UPLOADED SCAN PAPERS AS PER BELOW MENTIONED FORMAT IN BID "A": PART-II OTHERWISE ENTIRE TENDER WILL BE CANCELLED.

Tender Inviting Authority: The MSVP,MMC&H,Malda			
Memo MSVP/e-NIT-08/MLDMCH		Dated:25/08/2026	
Bidder Name:			
SL No..... Name of the equipment			
SL no.	Technical Specifications	Technical Specification quoted by Bidder	Bidders deviation if any
1.			
2.	Manufacturer's authority of the status of bidder as it's authorized agent/ distributor/ dealer/Manufacture.		

BID A: - Technical Bid-Containing the following documents:

Sl. No.	Folder Category	Sub Category Description
A	STATUTORY DOCUMENTS	Sl.No 1 to 16 as per sequence
B.	Technical Specification compliance Statement and product Catalogue	Equipment description for technical compliance and Product Brochures. (Mandatory Documents)

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FINANCIAL COVER: BID B**BOQ (Bills of Quantity).**

Sl. No	Name of items	Basic Rate in Figure to be entered by the Bidder including 1 year onsite warranty (Rs.)	GST (on Basic Rate) in %	Basic Rate with GST in Figure to be entered by the Bidder including 1 year onsite warranty (Rs.)	5 Years CAMC In Rs	GST Charges on CAMC in Amount (Not in Percentage)	Total Amount without Taxes	Total Amount with Taxes
1	MICRO EAR SET:- 1. Marathon Micro Motor complete with foot switch:1 2. NSK Hand Piece St:1 3. Cutting burr TC:5 4. Polishing Burr:4 5. Aural Speculum Black : 1 set 6. LempertSpeculam :1 7. Mastoid retractor 3x3:2 8. Mastoid Retractor 2 x 2 : 2 9. Micro Serreted Forceps : 1 10. Micro Cup Forceps St/Up : 2 11. Micro Cup Forceps Rt/Lt : 2 12. Micro Scissors St/ Rt/Lt :3 13. Beals Elevator:1 14. Rosen Elevator :1 15. Circular Knife :1 16. Sickel Knife:1 17. Flag Knife:1							

	18. Needle St:1 19. Needle Cvd:2 20. Pick 45deg/90deg: 2 21. Ball Probe:1 22. Verhoeven Suction:1set 23. Zoelner Suction:1 24. Malleus Nipper Up;1 25. Crimper:1 26. Farabeuf Rougine:1 27. House Curette:1 28. Freers Elevator:1 29. Skin Hook Single Fine:2 30. Adson Forceps Tooth:1 31. Adson Forceps Non Tooth:1						
2	SEPTOPLASTY SET 1. Killian Speculam:3 2. Lucs Forceps:3 3. Senn Miller Retractor:2 4. Skin Hook Double:2 5. Heyman Scissors:1 6. Freers Elevator:1 7. Howarth Elevator:1 8. Freers with Suction:1 9. Frazier Suction Canulla:3 10. Killian Gouge:1 11. Nasal Oesteotome St/Cvd:2 12. Mallet:1 13. Bipolar Bayonet						

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	Forceps with Cord 8":1 14. Drgical Head Light- 1							
3	FESS INSTRUMENTS 1. Antrum Curette Fenes.:2 2. Jcurette:2 3. Fess Sickle Knife:1 4. Ostium, Probe:1 5. Antrum Suction Canulla:2 6. Max. Suction Canulla:1 7. Diath. Suction Canulla:1 8. Ostium Probe:1 9. Blakesley Punch St:2 10. Blakesley Punch 45 deg:2 11. Ostrum Punch Up:1 12. Ostrum Punch Rotating:1 13. Thru Cut Punch St:1 14. Thru Cut Punch 45 deg:1 15. Nasal Scissors St/Rt/Lt:3 16. Nasal Scissors Up:1 17. Giraffe Forceps Hor./Ver:2 18. Kerrison Punch							

	2mm:1							
	19. Kerrison Punch Rotating:1							
	20. Kerrison Punch Up Cvd:1							
	21. Mushroom Punch St/Up:2							
	22. HowserForc ep Rotating:1							
	23. Bipolar Diath. Forceps with Suction Rotating:1							
	24. Endo Clip Applicator for							
	25. LT100:1							
	26. Cottle Elevator:1							
	27. Nasal Endoscope HAWK 4mm 0 degree:1							
	28. Nasal Endoscope HAWK 4mm 30 deg.1							
	29. Nasal Endoscope HAWK 4mm 70 deg.1							
	30. Nasal Endoscope HAWK 2.7mm 0 deg:1							
	31. LED Hand Held Light Source for Endoscope:1							
	Quoted Rate in Words (Rupees)							

13/7/24

1. BOQ --INR (in excel sheet).

➤ L1 will be selected on the basis of "Total Rate with Taxes (Basic Rate+ CAMC+ GST)".

➤ It is to be noted that if CAMC is not considered by TIA then L1 will be selected with Basic Rate with GST (in Figure including 1 year onsite warranty)(column 5)

2. Opening the financial bid will be notified later on.

A HELP DESK is set up in the office of the MSVP,MMC&H,Malda to help and guide the prospective bidders about their registration, holding of Digital Signature Card and allied matter. Prospective bidders may contact personally or over phone vide phone no 03512-252480 or mail their queries in the following e mail addresses:msvpmlmch@gmail.com.

- The Hospital Tender Selection Committee reserves to right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained

FORM "A"

FINANCIAL INFORMATION

I. Name of the Company:

		YEAR-2023-2024	YEAR -2024-2025	YEAR -2025-2026
Sl.	Financial Statement			
A	Gross Annual turnover of the bidder.			

This is to certify that the figures submitted above are as per Balance Sheet/ Profit & Loss Account of the Company and in agreement with documents submitted to the income Tax Department of India for the respective years.

Signature of Chartered Accountant with Seal Signature of Bidder(s)

FORM "B"

Affidavit of non-conviction affirmed before a Notary public/ First Class Judicial Magistrate /Executive Magistrate (affidavit to be sworn after the date of publication of NIT).

Draft Affidavit Proforma (On Non Judicial Paper worth Rs 50.00)

(Sworn before the Notary Public / Judicial Magistrate/Executive Magistrate on or after the date of publication of the Tender Notice)

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:

1. That I have not ever been convicted of any offence making myself liable to be disqualified to supply of Equipment/Machine etc. to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.
2. That no case is pending against me or against my firm in any criminal court of law to provide high end equipment / equipment supply & installation and for AMC/CAMC to the Govt. Or Govt. Undertaking Organization / Institution in the State of West Bengal or other State or States (If any case is pending, state the details).
3. That my firm is not debarred/blacklisted as a whole or, for any item/items (quoted in this tender) at present by any Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States of India.
4. That, I also undertake that I will inform the matter of debarment or blacklisting of any item for any item/items (quoted in this tender), if any by any Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States of India during the pendency of the tender period to the MSVP,MMC&H,Malda.
5. That, I also declare that the rate offered of the item(s) quoted is in conformity with the DPCO, GOI norms wherever applicable relating to MRP. I also declare that the quoted rate of the item(s) is less than rate available in the market.
6. 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.
7. 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.

Signature of the Deponent(s).

Name in Block letters:

Designation:

Deponent (s).


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Annexure I

PRE-QUALIFICATION APPLICATION FORMAT

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

To,
Medical Superintendent Cum Vice Principal
Malda Medical College & Hospital, Malda.

Sub: -NIT FOR PURCHASE AND INSTALLATION OF
.....FOR Anesthesia dept, BIN, Annex MMC & H, Malda

Ref Memo No: MSVP /e-NIT-08/MLDMCH Dated: 25/08/2026

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.
3. We are offering rate for the following item /items and assured supply to the IPGME&R_SSKM Hospital, Health & Family Welfare Department, Government of West Bengal as per equipment specification)
4. We propose that order and bill should be raised in favour of M/S
having its office at (Address with contact no and e mail address).
5. The agreement between the manufacturer and the Distributor & other documents as prescribed is Attached in annexure III
6. In the event of being selected, supply will be made within the stipulated period excepting the condition which is beyond our control.
7. We understand that:
(a) Tender Selection Committee/ H&FW Dept can amend the scope & value of the contract bid under this tender.
(b) Tender Selection Committee/ H&FW Dept reserves the right to reject any application without assigning any reason;
8. Details of the bidder

Name of the Bidder	
Type of the Bidder (public limited, private limited, partnership etc.)	
Nature of Business/activities of the Bidder	
Year of incorporation of the Bidder	
Registered Address of the Bidders	
Head Office Address	
Number of branches offices in Kolkata/Malda in West Bengal and address	
Name, designation of top management of the Bidder	
Name, designation and contact details of the authorized person	Name: Designation: Mobile Number: Email Id:

Date:-

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

Contact no:
Tele:
Mobile:
E-Mail address:

Annexure II

Authorization letter from Company for authorized signatory.



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Annexure III

Copy of agreement signed between the Manufacturer and the Importer/Agent/Distributors.

MA 108/24

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ANNEXURE IV

Confirmation Letter for "After Sales Service" during the entire period of equipment Lifespan (expected 10 years) from the date of installation and fully equipped Service Centre in MaldaLife Span should be mentioned.

Handwritten signature in green ink

M.S.V.P.
MALDA MEDICAL COLLEGE & HOSPITAL

Annexure V

Confirmation letter to attend Physical Demonstration of the equipment

Handwritten signature
M.S.V.P.
MALDA MEDICAL COLLEGE & HOSPITAL

GENERAL TERMS & CONDITION FOR TENDERERS/ BIDDERS

1. Indian or Foreign Manufacturers of different Special type Surgical/ Medical Equipment's or their direct Indian Importers/Indian Authorized Agents or Authorized Distributors/ Indian Counterparts only, but in no case their sub-agents or sub distributors, are eligible to submit their tender.
2. Bidders other than manufacturers must have to submit direct authority letter from their manufacturer. If any firm concern has submitted fake authority letter subsequently the total tender paper of the said firm concern will be treated as cancelled.
3. Part shipment will not be allowed.
4. Any service call must have to be attended by the supplier within 24 hours.
5. The System or any part of it must not be out of operation more than 96 hours from the time of intimation to the supplier.
6. **Life Span of the equipment /apparatus must be mentioned.**
7. Acceptance of the lowest tender is not obligatory.
8. **The authority preserves all rights to accept or reject any tender without showing any reason.**
9. Tenderer/Bidder have to submit a non-judicial stamp paper of Rs.50/- where the **Manufacturer/Importers/distributors** must declare that he or she will abide by the terms and conditions attached with the tender schedule and give a certificate that the firm has not been blacklisted in the past by a Institution Government/Private or convicted in any criminal case. If the tenderer gives a false statement on any of the above information the firm/supplier will not be considered and their tender shall be rejected and the Earnest money/Security deposited shall be forfeited.
10. Violation of above terms & conditions may be the cause of cancellation of the Tender.
11. After installation, non-compliance to any/ all of the above terms and conditions may compel the hospital authority to go for legal action in Malda jurisdiction.
12. **The Technical Expert may call any or all technically qualified bidder for physical demonstration of the equipment. If any bidder fails to attend said physical demonstration and / or after physical demonstration the technical expert committee report is "not satisfactory", then bids of that absentee/ dissatisfactory bidder will be technically cancelled.**
13. **Financial Bid (BOQ) will be opened after evaluation of Technical Bid and after Demonstration of the Machine, if required.**
14. In case old tenderer, the bad performance in previous years may be a cause of cancellation of tender Bid.
15. Purchase will be made as per requirement.

SPECIAL TERMS & CONDITION FOR TENDERER / BIDDER:-

- Post qualification shall be done in the present bid. Any firm/company can participate in this bid process through Electronic Tender portal of the prescribed website. However only those bidders, who will fulfil the following eligibility and experience criteria, shall be considered for evaluation of technical bid:
 - a) The Tenderer must have working experience of minimum two years in any Medical Colleges&Hospitals/ W.B. Govt. Offices/Institutes of similar type of business. Copies of documentary evidence of experience of similar work should be submitted. (Form—A)
 - b)
 - c) The Bidder should produce supporting documents & copies of orders for the equipment.
 - d) The Bid should be complete with relevant documents and should confirm to the General and Special Conditions indicated in the bid templates uploaded in the Electronic Tender portal. Incomplete and non- confirming bids will be rejected outright.
 - e) The annual turnover of the bidder in the last three financial years ending on 31.3.2026. Should be not less than as mentioned in page-1 (every year). The bidder should submit his /her financial status in FORM – A, appended below with a certificate issued by Chartered Accountant verifying the annual turnover, In original (hard copy) and shall also upload the scanned copy thereof in the e-tender web portal.
 - f) The tenderer/Bidder should have been in this business for a period of at least five years in the country in relation to the type of equipment for which the quotations / tenders are being submitted.
 - g) A proof of ownership/partnership etc. shall be submitted along with verification of address, telephones and fax numbers.
 - h) The tenderer is required to submit the list of organizations where the System has been installed by the firm in the last two years.
 - i) The manufacturer may be submitted all the quotations directly or through their authorized agent where applicable provided the manufacturer accepts responsibility for any lapse on the part of the agent and authorization certificate must be enclosed.
 - j) **Withdrawal & Cancellation:** 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.
 - k) **Evaluation of the tenders:** During the tender evaluation process, the “Bid A” will be opened first. Those Tenderer who have qualified the essential & other requirements will be identified and only their “Bid B” i.e. financial bid will be opened.
During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
 - l) The “Bid B” of those Tenderer failing to meet the technical & other requirements of participating in the tender will not be opened and be rejected. The Tenderer offering the item found suitable and as being as per the tender specifications will only be selected. The Tenderer who have been so identified to have been technically suitable in the context of above will be deemed to have passed the test of essential and other requirement of the quoted item or items.
 - m) The “Bid B” (Financial Bids) of only these tenderers passing the essential and other requirement test will be opened then subject to verification of hard copies of the audited balance sheet and Profit & Loss Accounts of the tenderer for the last three years i.e. for the

year 2023-2024, 2024-2025, 2025-2026. If found suitable in the context of above pre-qualification etc, the Tendered quoting the lowest rate will be considered as successful.

- n) **Rate:** The price is to be quoted in Indian Rupees only.
- o) **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 as 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.
- p) **Spare Parts:** The Bidder will undertake that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipment and the complete system for at least seven years on a continuing basis. However, this does not relieve the supplier of any warranty obligations under the contract. **After warranty period CAMC value will be calculated as per Government Order No. - HF/O/MERT/1296/4M-09/2006/Pt -I dated 14.11.2008 and continue up to the end of life span of the machine.**
- q) **Guarantee /Warrantyperiod:** Cost of machine including CAMC of Five years after the expiry of free on-site product-specific comprehensive one-year Warranty of entire system all spare-parts & labour from the date of completion of the satisfactory installationRate should be quoted separately for all items.
- r) **After Sales Services and Maintenance Contract:** After sales services will be provided by the supplier during and after guarantee/warranty period of the equipment. The Tenderer/Bidder must assure the presence of a fully equipped Service Centre in Malda.
- s) **Orders & Supply:** Orders for the supply of the approved products will be placed with the successful tenderers after the execution of the agreements, and such supply shall have to be made in such installation 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 successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier.
- t) **Performance BankGuarantee:** The Banker should be any of the Scheduled Bank as per RBI Act. [Finance Department Memo No. 2691-F(Y) Dt. 02.05.2017 may be referred as guidance]. The performance bank guarantee will be mandatory for all suppliers and will not be waived in any case. The successful tenderers shall be required to furnish the 'Performance Bank Guarantee' @ 10% of base rate per item for which the Tenderer has been selected as supplier. In these respects it must be noted that the said Bank Guarantee is to be valid for at least since **6 years (six) years 6 (six) months from the date of deposition of Bank Guarantee.** The following Account bearing No. 000605030134 opened at ICICI Bank, 22, R.N. Mukherjee Road Branch, Kolkata should be treated as the Pooling Account of the Performance Bank Guarantee with the following Account details:
- i) Name: West Bengal Government pooling A/C for performance Guarantee Account No.0006050134.
- ii) IFSC Code: ICICI00000006
- iii) MICR Code : 70229002
- iv) Branch Address: ICICI Bank, 22, R.N. Mukherjee Road, Kolkata-700001
- u) **Agreement:** On a tender being accepted, intimation of acceptance will be forwarded to the Tenderer by the Hospital Authority of MaldaMC&H, Malda. After communication of the same, the Tenderer will have to execute agreement in the prescribed form with the Hospital Authority of MaldaMC&H, Malda. This present document and the tender forms filled in by the Tenderer

INDIAN NON JUDICIAL STAMP PAPER OF RS. 100

Bank Guarantee No:

Date:

Expiry Date:

Amount of Bank Guarantee: Rs. (Rupees.....) only.

To

The MSVP

Malda Medical College & Hospital, Malda.

Whereas.....(name of the firm)..... hereinafter all the supplier as undertaken in pursuance of NIT No dated to supply of the approved items hereinafter called the 'contract'.

And whereas we have agreed to give the supplier a Guarantee.

Therefore, we have affirm that we are the guarantors and responsible to you , on behalf of the supplier up to a total of Rs.(Rupees) only and we undertake to pay you upon your first written demand declaring that supplier to be in default under the contract and without cavil or arguments, any sums within the limit of Rs.(Rupees) only as aforesaid, without your needing to prove or to show grounds of reasons for demand or the sum specified therein.

Beneficiary Account Details:

- a. Account Name : WB Pooling Account for Performance Bank Guarantee
- b. Account No 000605030134
- c. IFSC Code ICIC00000006
- d. MICR Code 70229002

Branch Address ICICI Bank, 22, R. N. Mukherjee Road, Kolkata-700001

The guarantee is valid upto:.....

date.

Bank Guarantee No.

Notwithstanding anything contained therein before,

1. Our liability under the Bank Guarantee shall not exceed Rs.(Rupees) only

2. This Bank Guarantee shall be valid upto.....

3. Our liability to make payment shall arise and we are liable to pay the guarantee amount or any part thereof under this guarantee only and if you serve upon us a written claim or demand in terms of the guarantee on or before(expiry date).

We,(name of the Bank with code No.) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the government, in writing. Dated... ..

For Bank Authority:-

1. Signature:
2. Name:
3. Designation with seal:
4. CBPA NO:
5. Guarantee Bond No. :

Signature of the Branch Manager with Bank's seal

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IMPORTANT INFORMATION ABOUT ONLINE TENDERING

1st Step. :

SEARCHING THE TENDER

- After Login on wbtenders.gov.in with DSC ,click on Search Active Tenders
- In keyword write CMS or Tender memo. no. as reference no. on NIC website.

2nd Step.:

DOWNLOADING THE TENDER DOCUMENTS

- After searching the particular tender you will find NIT & BOQ , click on those to download and save the documents.
 - While downloading the BOQ please do not change the name of the BOQ and quote as per the exact Accounting Unit, as mentioned in the Items list under Table-I.

3rd Step:

REGARDING 'MY DOCUMENTS'

- First upload all the My Documents before starting the Bid Submission process.
 - While starting the Bid submission process an option will arise "Whether EMD Exempted or Not"; after that you will find an option "Do you want to submit other Important documents".
 - Here click on YES to submit the 'MY DOCUMENTS' and then tick mark the check boxes to tag those documents in that particular tender.
 - Then you have to tick the items you want to submit Bid.
 - This process will be carried out in each and every GROUP that you are participating.

4th Step:

REGARDING 'BOQ'

- While first opening the BOQ there is an option at top of the rows as "Security warning Macros have been disabled" Click on options
 - Select "Enable the content" then OK.
- This will provide you the Total in Words

5th Step:

Submission Of EMD through Bid Submission Process

After selecting the option as "Whether EMD Exempted or Not", the screen would display two options. Either you can proceed for "Pay Online" option on the left-hand side or "Submit OID" option on the right-hand side. After submitting the OID, Click "Encrypt & Upload" which will lead you towards submission of Technical and Financial Bids.



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or copies thereof in so far as they are not inconsistent with these terms & Conditions will be incorporated as part of the agreement.

- v) **Delivery, Installation and Commissioning:** Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser. The installation, testing and commissioning of the proposed system shall be completed in accordance with the order. Supply of the materials as per specification as provided in the tender documents and the catalogue. Supply of the materials within the supplied period as specified in the work orders. In case of Importers, the firm should be direct Imports from the principal's. The sub-distributor authority by Importers will not be accepted at all.
- w) **Penalty clauses: PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRAUDULENT/ MISLEADING DOCUMENTS:** If during the tender process or at any state 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.
- x) **Inspection:** Before submitting the tender, the intending tenderers should thoroughly acquainted themselves with the proposed supply and installation by local inspection of site and make into consideration the site condition and other criterion for effecting smooth supply. No claim whatsoever will be entertained afterwards.
- y) **Payment terms:** Payment will be made as per West Bengal Government norms after execution of due supply as ordered subject to: Submission of Performance Bank Guarantee and subject to penalty clause and agreement.
- z) **Period of validity of the bid price:** The bid price shall remain valid for a period of 1 (One) years from the date of opening of the Price Bid (BOQ). The contract period will be for a period 02 (Two) years from the date of finalization of tender which can be extended for a further period of 01(one) year if Tender Selection Committee feels necessary.
- **In terms of tender regarding Restrictions on procurement from a bidder of a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.**

**Medical Superintendent Cum Vice Principal
Malda Medical College & Hospital, Malda**


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