



Government of West Bengal  
Office of the Chief Medical Officer of Health Darjeeling  
& District Health & Family Welfare Samiti, Darjeeling  
Darjeeling - 734101

Tele: 0354-2254777, email: [cmohdarj@gmail.com](mailto:cmohdarj@gmail.com)

Memo No. 749/CMOH/SLW/20

Dated-28/05/2020

(URGENT FOR COVID-19)

NOTICE INVITING TENDER

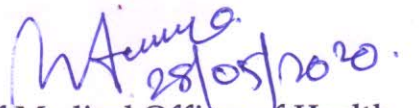
Sealed Tenders are hereby invited from the bonafide Agencies/ Firms/ individuals for supply of 60 (Sixty) pieces of **Hand Sanitiser Dispenser Machine** as listed hereunder with specifications to the office of the undersigned.

The applications may be received in the letter-head of the Agency/ Firm/ individuals, addressed to the "The CMOH & Secretary, District Health & Family Welfare Samiti, Darjeeling." **By dropping in the Tender Box.** The last date of submission of Tender is 08.06.2020 upto 2:00 p.m. and it will be opened on **same day** at 3:00 p.m.

**List of required documents:**

- 1) Photocopy of valid Trade Licence (duly attested)
- 2) Photocopy of PAN (duly attested)
- 3) Photocopy of valid GST registration certificate
- 4) Photocopy of valid P. Tax registration certificate and updated challan (Duly attested)
- 5) Bank Account details along with IFSC code

The Tender Selection Committee (TSC) reserves the right to accept or reject any tender or a part of the tender without assigning any reason thereof.

  
Chief Medical Officer of Health  
Darjeeling  
Dated-28/05/2020

Memo No. 749/CMOH/SLW/20

Copy forwarded for information to:-

- 1) The Director of Health Services, Govt. of West Bengal
- 2) The District Magistrate, Darjeeling
- 3) The Deputy CMOH-I, Darjeeling
- 4) The Sub-Divisional Officer, Siliguri
- 5) The D.I.C.O., Darjeeling
- 6) The Account Officer of this office
- 7) The District Accounts Manager, SMP
- 8) Office notice board

  
Chief Medical Officer of Health  
Darjeeling

**Terms & Conditions:-**

1. The bid documents shall be received from 28.05.2020, Application (Annexure II) shall be addressed to the CMOH Darjeeling, & Secretary, District Health & Family Welfare Samiti, Siliguri Mahakuma Parishad building, near Bhutia Market, Haren Mukherjee Road, Hakimpara, Siliguri-734001.
2. The tender should reach to the CMOH Office, SMP building, Siliguri, by hand or courier service or speed post. No bid documents will be received after the above mentioned date and time. In the event of any of the above-mentioned dates being declared as a holiday for the office of the CMOH, the tenders will be opened on the next working day at the same time.
3. The bid document shall be submitted under sealed cover superscribing on the envelope as **"Tender for Supply of Hand Sanitiser Dispenser Machine."**
4. One participant can drop only one bid.
5. The bidder must have PAN, GST registration certificate, Trade licence, P.Tax registration certificate and challan of current validity.
6. Rate of item(s) shall be inclusive of GST, all carrying and incidental charges. No additional delivery charges and handling charges will be entertained.
7. Rates quoted more than MRP shall be rejected.
8. The Tender Selection Committee (TSC) has the right to accept or reject any tender without showing any cause thereof at any stage of tender process.
9. Final Quantity required may be changed based on requirement at the time of issuing of work order.
10. The equipment required should be supplied within 10 days after issuance of work order.
11. The proprietor of the firm should sign on each page of bid documents.
12. The bidder or his/her authorised representative may be present at the time of opening of the tender to get any clarification related to the tender. No further clarification/information shall be provided after the process of finalisation of the tender.
13. Bids shall be submitted as per the sequence of Annexure I, Application form, Annexure II & list of equipments (Annexure III)

*M. Anand*  
28/05/2020

14. L1 bidder will be selected based on lowest price quoted against each unit item in the Financial bid (Including GST)
15. Earnest Money Deposit (EMD): Registered SSI units participating in Govt. tenders are eligible for exemption from earnest money and security deposit (EMSD) under rules 47(A) and 47(B)(7) of WBFR, vol.-I, read with Finance Dept. notification No. 10500-F Dt. 19.11.2004 and its clarification vide Memo No. 4245-F(Y) dated 20.05.2013. **The amount of EMD (fixed) to be submitted shall be Rs. 10000/- (Rupees Ten Thousands only).** Bidder has to submit Earnest Money Deposit in sealed cover in the form of Bank draft/Bankers cheque over a Nationalised Bank in favour of the CMOH, Darjeeling or **enclose documents in support of exemption/relaxation claimed.**
16. EMD of successful bidder (L1) will be converted into Security Deposit and shall be retained upto 6 (Six) months after the date of completion of all contractual obligation by the contractor.
17. Technical Specification of Hand Sanitiser Dispenser Machine:-
- i) Wall mounted/wall fixed type
  - ii) Tank capacity minimum 5 ltr.
  - iii) Touchless/automatic type preferred
  - iv) Maximum spray in 1 ejection should be not more than 5ml
  - v) Free installation & Minimum 1 year onsite warranty
  - vi) Power consumption should be minimum, 220 Volt A.C., from 5 Amp. plug socket.

*M. Anand*  
28/05/2020

## Application form

To

The Chief Medical Officer of Health, Darjeeling  
& Secretary DH & FW Samiti  
Siliguri Mahakuma Parishad building, Near Bhutia Market  
Haren Mukherjee Road, Hakimpara  
Siliguri-734001

Sir,

I have thoroughly gone through the rules and regulation you have notified above. I am assuring you that I will supply the Hand Sanitiser Dispenser Machine as per your order to CMOH Office Darjeeling in stipulated time as per your notification. I shall be highly obliged if you kindly consider my application for the selection of tender.

Please find my attached list of documents.

Sl no.	Documents	Whether submitted (√)
1.	Trade licence	
2.	PAN card	
3.	GST certificate	
4.	P.Tax certificate	
5.	Bank Account details along with IFSC code	

Thanking you,

Yours faithfully

Date &amp; Place:

Seal of the Company/Firm/Agency/Individual

Signature

Certified that the above information is correct and true to the best of my knowledge and belief.

In case of information found incorrect later on, I'll be responsible and my application/bid be liable to be rejected forthwith.

Date:

Full Signature of the Bidder

*M. J. Samanta,*  
29/05/2020

