

# **NATIONAL PROGRAMME FOR CONTROL OF BLINDNESS (NPCB)**

E- TENDER FOR THE THREE YEARS

2019-2022

FOR THE SUPPLY OF SPECTACLES FOR SCHOOL CHILDREN & OLD  
PERSON

(ON-SITE DELIVERY)

Section I -NOTICE INVITING TENDER (NIT)

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**Department of Health and Family Welfare**

**Government of West Bengal**

**Secretary D.H & F.W.S, Malda and**

**Chief Medical Officer of Health**

**Malda**

**Pin-732102, Email :- cmohmld.dpmu@gmail.com**

**Government of West Bengal**  
**Secretary D.H & F.W.S, and Chief Medical Officer of Health**  
**Malda**

Section I: NOTICE INVITING TENDER (NIT)

**NIT No. HFWD/CMOH-MLD/NIT-01/2019-20      Dated, Malda, the 31/05/2019**

1. Online tender is invited through E-procurement platform <https://wbtenders.gov.in> & <https://wbhealth.gov.in> for supply of spectacles for school Children & power glass as will be requisitioned by the ophthalmologist /MT(Opt.)/PMOA (Onsite delivery with screening and follow up at different schools) in different blocks of Malda district 15 Blocks & MMCH(Eye Section), Malda of different size under National Programme for Control of Blindness, District Health & Family Welfare Samity, Malda for the 3 years **2019 to 2022**. Tender has been called for the Spectacles with power Glass for school Children & power glass for Old person (Onsite Delivery with Screening and one follow up).

**2. General Information about the Tender :**

- (a) Office of Issue : Chief Medical Officer of Health & District Health & Family Welfare Samity, Malda, Jhaljhalia, Pin-732102.
- (b) Place of Opening the Tender : Chief Medical Officer of Health, Jhaljhalia, Malda, Pin-732102
- (c) Address for communication : Same as above (a)

**3. Date and Time Schedule of Tender :**

| Sl. No. | Particulars   | Date & Time  |
|---------|---|--|
| 1       | Date of publishing N.I.T. & other Documents online              | 04/06/2019, 10 am  |
| 2       | Online documents download start date                            | 04/06/2019, 10 am  |
| 3       | Online documents download end date                              | 21/06/2019, 5 pm   |
| 4       | Online Bid submission start date                                | 04/06/2019, 10 am  |
| 5       | Online Bid submission closing date                              | 21/06/2019, 5 pm   |
| 6       | Online Bid opening date for Technical Proposals                 | 24/06/2019, 4 pm   |
| 7       | Date of online uploading list for Technically Qualified Bidders | To be notified later   |
| 8       | Date of online opening of Financial Proposal                    | To be notified later   |
| 9       | Tender validity period  | Three years & renewal may be done at the end of each year of satisfactory performance by the bidder. |

**Sec.D.H. & FWS&C.M.O.H**  
**Malda**

**NIT No. HFWD/CMOH-MLD/NIT-01/2019-20/1(32) Dated, Malda, the 31/05/2019**

Copy forwarded for information and necessary action for wide circulation:

1. The Hon'ble Sabhadhipati, Malda Zilla Parisad, Malda.
2. The Chairman, English Bazar Municipality, Malda.
3. The Chairman, Old Malda Municipality, Malda.
4. The District Magistrate, Malda.
5. The Principal, Malda Medical College & Hospital, Malda.
6. The M.S.V.P., Malda Medical College & Hospital, Malda.
7. 09) The Dy. Chief Medical Officer of Health, I / II / III, Malda.
- 10-11) The Asstt. Chief Medical Of Health, Sadar/ Chanchal Sub Division, Malda.
- 12-26) The Block Medical Officer of Health of All R.H./ BPHC.
27. The Zonal Leprosy Officer, Malda.
28. The District Tuberculosis Officer, Malda.
29. The District Information & Cultural Officer, Malda.
30. The Accounts Officer, CMOH's office, Malda.
31. The Accounts Officer, Office of the M.S.V.P., Malda Medical College & Hospital, Malda.
32. The District Informatics Officer, NIC, Malda. He is requested to please upload matter in the website accordingly.

**Sec.D.H. & FWS&C.M.O.H  
Malda**

**NIT No. HFWD/CMOH-MLD/NIT-01/2019-20/1(32)/2(3) Dated, Malda, the 31/05/2019**

**Copy forwarded to:**

1. The Director of Health Services, West Bengal, for favour of his kind information please., Swasthya Bhawan, Kolkata- 91.
2. The Addl. Director of Health Services, (Ophthalmology), West Bengal, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata- 91 for favour of his kind information please.
3. The Deputy Director of Health Services (Hospital Admn.), West Bengal, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata- 91 for favour of his kind information please.

**Sec.D.H. & FWS&C.M.O.H  
Malda**

**NIT No. HFWD/CMOH-MLD/NIT-01/2019-20/1(32)/2(3)/3(2) Dated, Malda, the 31/05/2019**

**Copyforwardedforinformationwitha requestforwidecirculationthroughWebsite,to**

1. **TheDistrictInformaticsOfficer,NIC,MaldaatCollectorateBuilding.**
2. **TheSystemCoordinator,ITCell,Dept.ofHealth&FamilyWelfare,SwasthyaBhavan,Kolkata**

**Sec.D.H. & FWS&C.M.O.H  
Malda**

**4. Specification of supply of the spectacles are as per Part -A (Annexure -I)**

**PART-A : ANNEXTURE -I**

**TECHNICAL SPECIFICATION AND APPROXIMATE REQUIREMENT OF THE ITEMS**

| Sl. No. | Items                          | Specification  | Requirement   |
|---------|--------------------------------|--|---|
| 1       | Spectacles for School Children | Frame : Acetate (different colours)<br>Lenses : White English (Extra White) should be free from air bubbles, scratches, waves and irregular shapes and carry three months warranty for repair or replacement of any part thereof for any manufacturing/ fitting defect (e.g. Loose hinges) free of cost. | Requisitioned by the ophthalmologist /MT(Opt.)/PMOA (Onsite delivery) in different blocks of Malda district 15 Blocks & MMCH(Eye Dept), Malda of different size. Consumption per year 4000(four thousand) spectacles (Approx) |

**General Terms and Conditions :**

4.1) The Spectacles are intended to be supplied to School Children & Old Person of the Malda District in different blocks. The equipment should be suitable for use in Indian condition.

4.2) The Spectacles should have good aesthesis, sturdy construction and without sharp edges.

4.3) The Spectacles are to be provided free of cost to school children & old person referred by Optometrist Assistant. The supplier shall have to deliver spectacles to the respective blocks ophthalmologist /MT(Opt.)/PMOA on the basis of requisition placed.

4.4) The supplier would submit the required documents at the end of each month for the payments to be made by the NPCB, Malda and payment would be made within 30 days of receipts of bills.

**5. BIDDERS ELIGIBILITY :** Firms intending to participate in the tender (hereafter called bidders) should first ensure that they fulfil all the eligibility criteria as prescribed in the tender bid documents:-

5.1) Bidder should be manufacturer or authorized distributor of /for that item.

5.2) The bidder must upload photocopies of the following :

- (a) GST & PAN
- (b) Sample must be deposit physically.
- (c) Professional Tax Registration/any Challan deposited in last six months from scheduled date of e-tender opening.
- (d) Trade Licence.
- (e) Audited Balance Sheet & Profit/Loss A/c for last 3years.
- (f) Bank Solvency Certificate on any date after publishing of this- tender for an amountRs.200000/- (Two lakh only)

III) Experience in supplying similar articles to Govt. Sector / non Govt. Sector shall be preferred.

## 6. **PREPARATION OF BIDS :**

6.1) The tender is to be submitted electronically on E-Tendering portal of <https://wbtenders.gov.in>

6.2) Details of the tender can be seen on the website and forms download free of charge Bidding shall be through two bid system consisting of Technical bid and financial bid.

6.3) All documents required in the tender should be serially numbered and duly signed by the bidder, with the stamp of the firm on each page before scanning and uploading.

6.4) Scanned copy of EMD is to be submitted online: the sample of item (i.e. spectacles) in an envelope, superscripted as:-

**“E-Tender for supply of Spectacles for School Children & old person (onsite delivery)”  
NATIONAL PROGRAMME FOR CONTROL OF BLINDNESS (NPCB)**

**Chief Medical Officer of Health, Malda**

6.5) Intending bidders may submit bid for both items or any one of the two items, In each case, Technical & Financial bid should be separated.

6.6) Only qualified technical bid, will be considered for opening of financial bid.

6.7)

For detailed query, if any, intending bidders are requested to contact with office on any working day any time during office hours.

6.8) The scanned copy of the EMD shall be uploaded through online.

6.9) No additional document shall be accepted after last date of submission of the bid but the purchaser may demand to see the original document or submission of attested/certified copy of any document which has been submitted earlier through online.

6.10) The bids shall be submitted as per the given format and should be devoid of any cutting, alteration and ambiguity. Tender form and undertaking should be filled and signed properly. It should be neatly typed without the use of eraser/white fluid etc. The documents/certificates by using eraser/white fluid etc shall not be entertained.

6.11) Submission of the tender is deemed to be agreeing to the terms and conditions of this tender and shall act, if approved, as a contract or supply as per the terms and conditions of the tender and according to the given schedule or on subsequent orders of the C.M.O.H & Secretary District Health & Family Welfare Samity, Malda or his authorized representative.

6.12) Financial bid is to be submitted online.

6.13) No tender will be accepted unless accompanied by sample of item (i.e. Spectacles).

6.14) The bidder shall quote firm price neatly typed in number & words also. No alteration/change in offer will be accepted.

6.15) If the last day for receiving tenders is declared a holiday, the next working day at the same time will be the last date & time for the receipt of tenders.

6.16) Each bidder shall submit only one tender either by himself or as partner.

6.17) The bidder shall bear all costs associated with the preparation and submission of his bid and the Department will in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.

6.18) The tender is bound to submit an undertaking as per proforma attached in Annexure-II.

6.19) Sample of the item i.e spectacles should be deposited as described in column no.6.4 above. Sample should be tagged with a slip on which the name of the firm. Sl. No. & code of tender and the name of the item should be mentioned. After finalization of tender, the samples of unapproved items must be received by the firm from the respective authority without making any further reference.

6.20) The firm should quote the rates only for those items for which they can submit the samples. If the rates are quoted and samples/catalogue are not submitted, the earnest money may be forfeited without notice.

6.21) The tenderer has to submit a certificate stating that firm has not been blacklisted in the past by any Govt./semi Govt institution.

6.22) The bidder is expected to examine all instructions, Forms, terms and conditions in the tender document. Failure to furnish all information required by the tender document or submission of a tender not substantially responsive to the tender document in every respect will be at the bidder's risk and may result in rejection of his bid.

6.23) Tender submitted through E-Procurement platform will only be considered. To avoid any complication with regard to late receipt/non-receipt of tenders, it may please be noted that responsibility rests with the vendor to ensure that tenders reach before due date and time.

6.24) Purchase assigned the right to accept or reject any bid without assigning any reason thereof.

#### **7. Earnest Money Deposit (EMD)**

| Sl.No | Name of work                                     | Amount of earnest money |
|-------|--|-------------------------|
| 1     | FOR THE SUPPLY OF SPECTACLES FOR SCHOOL CHILDREN | Rs. 10,000.00           |
| 2     | FOR THE SUPPLY OF SPECTACLES FOR OLD PERSON      | Rs. 10,000.00           |

7.1 The earnest money shall be submitted through NEFT/ RTGS.

7.2 The EMD amount through NEFT/RTGS.

7.3 Earnest Money is required to protect the purchaser against the risk of the Bidder's conduct, which would warrant the forfeiture of the EMD. Earnest money of a bidder will be forfeited, if the bidder withdraws or amends its bid or impairs or derogates from the bid in any respect within the period of validity of its bid or if it comes to notice that the information/documents furnished in its bid are incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The successful bidder's earnest money will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required performance security within the specified period.

#### **8. QUOTATION OF RATES :-**

Please note that Price BID is to be submitted online only. The price/rate shall be quoted by the bidder in INR(Indian Rupees) and shall remain from till the completion of the contract. It shall be inclusive of all charges and taxes including GST, onsite delivery with screening and follow up charges, duties, cess loading unloading, carriage, etc, and nothing more shall be added to the quoted price at the time of billing.

**As per Mission Director (NHM) & Secretary (PHP) & Dy. DHS(NCD-1) & State Programme Officer (NPCB&VI), Govt. of West Bengal, vide No- HFW-27022/1/2018-NHM SEC-Dept. Of H&FW/296 dated-29/11/2018 highest rate may be fixed for School eye screening upto :- Rs.350/- per spectacle per student & Screening and free spectacles for near work to old person @ Rs.350/- per case (new initiative).**

#### **9. TERMS OF SUPPLY & PAYMENT:-**

The payment will be made within 30 days of the receipt of the items and after completion of all formalities. No advance payment will be made.

9.1 The firm will be bound to supply the items within stipulated period, falling which action will be taken to debar the firm from taking part in future purchases of Secretary Dist. Health & F.W. Samity &CMOH, Malda and proceedings will be constituted against the firm to black list them.

#### **10. PENALTIES :-**

If a bidder withdraws from the bid or fails to submit the required security deposit within the specified time or owing to any other reason, he is unable to undertake the contract, his contract will be cancelled and he shall forfeit the earnest money or the security deposit submitted by him. He will also be liable for all damages sustained by the purchaser including the liability to pay any difference between the prices accepted by him and those ultimately paid for the procurement of the articles concerned. Such damages shall be assessed by the CMOH, Malda whose decision shall be final in the matter.

10.1) If any information furnished by the bidder/supplier is found to be incorrect at any time, the tender/contract/ agreement /supply order is liable to be terminated/cancelled and CMOH, Malda may forfeit Earnest Money and or security deposit as the case may be.

**PART- B : ANNEXURE - II : UNDERTAKING**

To  
The  
Secretary District Health & Family Welfare Samity  
& Chief Medical Officer of Health  
Malda

Tender No- \_\_\_\_\_ dt- \_\_\_\_\_ for the year 2019-22

Sir,

1. The undersigned certify that I have gone through the terms and conditions mentioned for the above and undertake to comply with them. 2. I/We undersigned hereby bind myself/ourselves to the Secretary District Health & Family Welfare Samity & CMOH, Malda to supply the various items for Secretary District Health & Family Welfare Samity & CMOH, Malda during the period under contract. It is certified that rate quoted are lowest quoted for any institution in India.

3. The article shall be of the best quality and kind as per requirement of the institution. The decision of the Secretary District Health & Family Welfare Samity & CMOH, Malda as regards to the quality and kind of article shall be final and binding on me/us. 4. Earnest money viz. Rs. \_\_\_\_\_ in the form of Bank Draft in the name of Secretary District Health & Family Welfare Samity & CMOH, Malda attached herewith and shall remain in custody of the Secretary District Health & Family Welfare Samity & CMOH, Malda till the successful completion of the rate contract.

5. I/We shall forfeit the security deposited by me/us if any delay occur on my part/agent or failed to supply the article at the appointed place and time of the items of the desired quality. The Secretary District Health & Family Welfare Samity & CMOH, Malda in that case may purchase them from any other source and deduct the extra amount if any paid in connection therewith from the bill submitted by me/us or from the performance security money deposited by me. In case where such liability is more than the performance security money deposited by me. In case where such liability is more than the performance security money me/us undertake to pay the amount which is admissible.

6. There is no vigilance/CBI case or court case pending against the firm/ supplier and firm in not blacklisted debarred by any Govt. Department.

7. Should the said officer deem it necessary to change any article on it being found of inferior quality it shall be replaced by me/us in time to prevent inconvenience I/we also agree to supply any article specified in the enclosure up to 25 % above the quantity specified if required.

8. I hereby undertake to supply the items during the validity of the tender as per direction given in supply order within the stipulated period.

9. I hereby undertake to pay penalty as per terms & conditions for delayed supplies.

10. If I/we fail to supply Secretary District Health & Family Welfare Samity & CMOH, Malda shall have full power to impound or forfeit the security / earnest money.

11. The firm will be required to submit sample (s) as and when asked for and in the event of non-supply of samples by stipulated date the earnest money may be forfeited.

12. The Secretary District Health & Family Welfare Samity & CMOH, Malda Has the right to accept or reject any or all the tenders without assigning any reason.

13. I/we understand all the terms & condition of rate contract and bind myself/ ourselves to abide by them.

14. It is certified that the rate quoted by me are not higher than the M.R.P/ Prevailing market rate.

Authorized Signatory  
Designation



(Seal of the Firm)

**PART -C : TENDER FORM - PRICE SCHEDULE**

Name of Firm : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

| Sl. No. | Item Name  | Rate per unit (Rs.) inclusive of all taxes |
|---------|--|--|
| 1       | <b>School eye screening per spectacle per student</b>            |  |
| 2       | <b>Screening and free spectacles for near work to old person</b> |  |

The quoted rate should include all taxes, if any and no modification will be allowed in above quoted rate.

**To be uploaded with digital signature of authorized personnel of Bidder**

Date :-

Authorized Signatory  
Designation  
(Seal of the Firm)

**PART- D : TENDER FORM - TECHNICAL SCHEDULE**

1. Name of Firm : \_\_\_\_\_  
2. a) Address : \_\_\_\_\_  
\_\_\_\_\_
- b) Tel No \_\_\_\_\_ Mob. No. \_\_\_\_\_  
c) Fax No. \_\_\_\_\_ E.mail: \_\_\_\_\_
3. GST reg. No : \_\_\_\_\_ (Attach proof)  
4. PAN Number : \_\_\_\_\_  
5. Earnest Money Details: \_\_\_\_\_  
Validity period of EMD (Draft) \_\_\_\_\_
6. Whether Price schedule filled : YES/NO  
7. Sample attached as per specifications : YES/NO

I, \_\_\_\_\_ Prop/Partner/Director of  
M/S. \_\_\_\_\_ hereby declare that the  
information given in this form is true & correct to the best of my knowledge & belief. I offer  
to supply the items mentioned in the schedule (enclosed in price bid) at the rates quoted  
therein. I agree to hold this offer for year after initialization of rate contract.

Yours Faithfully  
Dated Signature \_\_\_\_\_  
Name of Tenderer \_\_\_\_\_  
Address \_\_\_\_\_  
Tel. No \_\_\_\_\_

WARNING :- Subsequently, if information furnished in this form is found incorrect, the  
tender will be rejected and further tenderer will be black listed.

Dated :-

Authorized Signatory  
Designation  
(Seal of the Firm)

Non Statutory Cover will contain following documents

| Sl. No. | Category Name     | Sub-Category Description     | Detail(s)  |
|---------|-------------------|------------------------------|--|
| A.      | Certificate(s)    | Certificate(s)               | i. PAN<br>ii. GST registration .<br>iii. Professional Tax Registration/any Challan deposited in last six months from scheduled date of e-tender opening  |
| B.      | Company Detail(s) | Company Detail               | i. Certificate of Incorporation/Partnership Deed<br>ii. Updated Trade Licence<br>iii. Power of Attorney in favour of signatory of bid  |
| C.      | Credential        | Credential-1<br>Credential-2 | Performance Statement as per format described in General Conditions of Contract, Clause 4; with supporting documents   |
| D.      | Documents         | Documents                    | i. Audited Balance Sheet & Profit & Loss A/c of last 3 years<br>ii. Name, address of banker, account number<br>iii. Bank Solvency Certificate on any date after publishing of this tender for an amount Rs. 200000 / -<br>iv. Address proof for registered and/or branch office of bidder, preferably in district of health facility<br>v. Bidder's Undertaking as per General Instructions to Bidders, Part- E, Annexure- II. |

#### SECTION XII: CHECKLIST FOR BIDDERS

| Sl no | Checklist  |
|-------|--|
| 1     | The EMD amount through NEFT/RTGS.  |
| 2     | Tender Application Form  |
| 3     | Notice Inviting Tender Sections I to XII   |
| 4     | GST & PAN  |
| 5     | Professional Tax Registration/any Challan deposited in last six months from scheduled date of e-tender opening     |
| 6     | Certificate of Incorporation/ Partnership Deed   |
| 7     | Trade Licence up to the date.  |
| 8     | Power of Attorney in favour of signatory of bid  |
| 9     | Performance Statement as per format prescribed in GCC Clause 3, with supporting Documents.                         |
| 10    | Audited Balance Sheet & Profit/Loss A/c for last 3 years   |
| 11    | Name, address of banker, account number  |
| 12    | Bank Solvency Certificate on any date after publishing of this e-tender for an amount Rs. 200000/- (Two lakh only) |
| 13    | Address proof for registered and/or branch office of bidder, preferably in district of health                      |
| 14    | Bidder's Undertaking as per General Instructions to Bidders  |
| 15    | Price Schedule through online.   |

N.B. It is the responsibility of bidder to go through the tender document to ensure furnishing of all required documents in addition to above, if any.