



**CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER  
NAYAGARH**

**Tel: 06753-252189;**

**e-mail :cdmonayagarh@gmail.com,ngrnhm@gmail.com**

**Tender Reference No. CDM& PHO/ 05/19-20**

**TENDER DOCUMENT  
FOR  
SUPPLY  
OF  
E-RICKSHAW**

**Address for Correspondence- Office of the Chief  
District Medical & Public Health Officer, Nayagarh  
At/Po-Nayagarh, Dist- Nayagarh, Odisha  
Pin-752069**

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**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH  
OFFICER, NAYAGARH**

**SECTION - I**

**NOTICE INVITING TENDER**

Tender Reference No. : . 05/19-20

Dated: 02/03/2020

**TENDERS ARE INVITED FROM ELIGIBLE BIDDERS AS PER THE ELIGIBILITY CRITERIA FOR SUPPLY OF E-RICKSHAW AND INSTALLATION OF EQUIPMENT AND INSTRUMENTS IN THE AMBULANCES.**

1	Period of Availability of Tender Document	From dt. 03.3.2020 TO dt.17.3.2020 (Downloadable from website: www.nayagarh.nic.in)  In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the above mentioned website before last date of submission of tender document and the tender inviting authority shall have no responsibility for any delay / omission on part of the bidder.
2	Last date & time for submission of Tender	<b>Date: 17.3.2020, Time: 03.00 PM</b> <b>Address of Submission of Bid:</b> OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, NAYAGARH At/Po-Nayagarh, Dist- Nayagarh, Odisha Pin-752069 <b>(Through Speed post / Registered post/Courier)</b>
3	Date, time and place of opening of Tender	<b>A. Technical Bid (Cover-A): Opening – 18.3.2020 at 11.00 AM in the address mentioned above.</b> <b>B. Financial Bid (Cover B): Opening – 18.3.2020 at 11.00 AM in the address mentioned above.</b> <b>( Venue is mentioned at the address mentioned above)</b> <b>(Bidders / authorized representative may remain present at the time of opening of bid)</b>

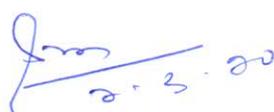


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## SECTION -II

### IMPORTANT INSTRUCTIONS TO BE NOTED CAREFULLY BY THE TENDERERS

1.	<b>Mode of Procurement</b>	Through Open Advertisement
2.	<b>Purchaser</b>	Chief District Medical & Public Health Officer, Nayagarh
3.	<b>Consignee</b>	DHH , Nayagarh
4.	<b>Delivery Period</b>	Within 30 days from issue of the purchase order.
5.	<b>Mode of Delivery</b>	By Air / Road / Rail
6.	<b>Tender Document Cost</b>	Rs. 2,000/- : The tender document cost is to be submitted in the shape of bank draft in favour of the Rogi Kalyan Samiti,DHH, Nayagarh from any Nationalized / Scheduled Bank payable at Nayagarh.
7.	<b>Earnest Money Deposit (EMD)</b>  <b>(The approx. no. of E – Rickshaw equipment is mentioned in the Schedule of requirement – Section IV)</b>	<p>The bidder may quote for any or all the equipment by submitting the required EMD of Rs 20,000/-.</p> <p>The Earnest Money Deposit will be paid in the shape of demand Draft only in favour of Rogi Kalyan Samiti,DHH, Nayagarh from any Nationalized / Scheduled Bank payable at Nayagarh.</p> <p>EMD exemption is not permitted except to local SSI units registered in Odisha only as mentioned in Clause-4.3.</p>

  
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## SECTION -III

### TERMS & CONDITIONS

Sealed tenders are invited from the eligible bidders as per the eligibility criteria for **supply of e-rickshaw** for the District, Nayagarh.

1. The bidders have to submit their tenders in separate sealed covers (i.e. **Cover "A"- Technical Bid & Cover "B"- Price Bid**). Both the covers should be put into a third **Cover "C"** which must be super-scribed as "**Tender for "Supply of e-rickshaw"**".
2. **The Cover "A" (Technical Bid) should contain as follows:**
  - 1) Checklist with details of the documents enclosed in **Cover "A"** (as per **Annexure - I**) with page number. The document should be *serially arranged* as per this **Annexure - I** and should be securely tied and bound.
  - 2) Manufacturing unit / supplier, who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization, is not eligible to participate in the tender for that item during the period of blacklisting. They should submit a declaration about this by a **Notary Public**.
  - 3) EMD **Rs.20,000/-** (Rupees Twenty Thousand only - Refundable) in shape of Bank Draft / Bankers Cheque in favour of Rogi Kalyan Samiti,DHH, Nayagarh at Nayagarh.
  - 4) Tender Paper Cost **Rs.2000/-** (Rupees Two Thousand only – Non-refundable) in shape of Bank Draft / Bankers Cheque in favour of Rogi Kalyan Samiti,DHH, Nayagarh payable at Nayagarh.
  - 5) List of Item (s) Quoted individually in the prescribed format (**Annexure – II**).
  - 6) Copy of organization PAN.
  - 7) Copy of organization Income Tax Acknowledgement Report (**Financial Year 2016-17, 2017-18, 2018-19**) and copy of the audited financial statement for the last three financial year i.e. 2016-17 , 2017-18 & 2018-19.
  - 8) Photocopy of the GST registration certificate.
  - 9) Photocopy of the up to date I.T.C.C.
  - 10) The manufacturer / supplier should have 3 years market standing in supplying similar items to Govt./Corporate/PSU Hospitals in India. The copy of purchase order from the user should be furnished in support of the information provided in the market standing statement (item wise).
  - 11) Performance Statement during the last three years towards proof of supply of similar items to any Govt./Corporate/PSU Hospitals in India. The copy of certificate from the

user should be furnished in support of the information provided in the performance statement (item wise).

- 12) Original Copy of Valid Manufacturing License of the manufacturer (s) / Import License by the Importer from the Original Equipment Manufacturer (OEM).
- 13) Copy of valid ISO Certificate.
- 14) Copy of valid ISI / CE / BIS / US FDA / IEC certificate.
- 15) All the tender documents should sign by the bidders at the bottom of each page with his official seal duly affixed.
- 16) Leaflet / Technical Brochures of the products / item offered.
- 17) They should quote the rates for individual items inclusive of excise duty, insurance, packing, forwarding, freight (door delivery) and exclusive GST (if any) and should submit a self declaration about this.
- 18) They must submit the undertaking that they will supply the stocks **within thirty days** after receipt of the Purchase Order from this office. In case of non-supply, the authority may allow extension for a **maximum period of 02 (two) weeks (14 days)** after the stipulated date of supply with a **penalty of 0.5% per week**, which will be deducted from the purchase order value as "**Liquidated Damage**".
- 19) If the supplier fails to complete the supply within the extended period, i.e. 44 days after being allowed by the purchaser, no further purchase order will be placed to the firm for the said item including forfeiture of the EMD and the concerned firm will be blacklisted for three (3) years from the date of issue of letter for the said item.
- 20) Violating the tender terms and conditions & non supply / supply which is not as per technical specification will disqualify the firm to participate in the tender for a period of three (3) years from the date of issue of letter and his E.M.D will be forfeited and no further purchase order will be placed to that firm for that item.
- 21) The supplier shall have a minimum average annual turnover of Rs.1 (one) Crores or more in the last three year financial years i.e. 2016-17 , 2017-18 & 2018-19 and copy of the audited financial statement for the last three financial year i.e. 2016-17 , 2017-18 & 2018-19.

  
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**3. General Condition:**

- 1) Eligible bidders should submit their tender documents to the CDM & PHO, Nayagarh through **Speed Post / Registered Post/Courier only.**
- 2) Any tender documents received after the due date & time will be rejected and returned to the sender unopened.
- 3) Violating the tender terms and conditions & non-supply / partially supply / supply, which is not as per technical specification, will be declared as **Blacklisted** and disqualify the firm to participate in any tender of this district for a period of next 03 (three) years from the date of issue of the letter and their E.M.D. will be forfeited.
- 4) Tenders documents should be typewritten or computerized, failing which the bidders will be ineligible for consideration. No further correction will be allowed.

**4. Conditions Applicable to LOCAL MSEs / SSI OF ODISHA:**

The MSE / SSI Units of the State of Odisha will be given the following preferences in the tenders provided they produce the following documents as per MSME Development Policy-2009 and IRP - 2007:

- 1) Attested copy of valid manufacturing licence.
- 2) P.M.T Certificate from the Director of Industries, Odisha or General Manager District Industries Centre that it is a MSE / SSI Units of the State of Odisha, provided that MSE / SSI units has not been derecognised by the Govt. for that specified period.
- 3) Local MSEs registered with respective DICs, Khadi, Village, Cottage and Handicraft Industries, OSIC, NSIC shall be exempted from payment of earnest money.
- 4) All other terms & conditions are applicable to the Small Scale Industry Units of the State of Odisha.

**5. The Cover "B" (Price Bid) should contain as follows:**

- 1) Financial Bid must be submitted in the prescribed format as attached in **Annexure- IV.** No other document should be enclosed in the Financial Bid. The Financial Bid should be sent in a separate sealed cover called **Cover "B" (Price Bid).**
- 2) The rates should be computerized.
- 3) The price quoted by the tenderers shall not in any case, exceed the controlled price, if any, fixed by the Central / State Government and the Maximum Retail Price (MRP). The

purchaser, at his discretion, will in such case, exercise the right of revising the price at any stage so as to confirm to the controlled price or MRP as the case may be deleted.

- 4) The rate quoted and accepted will be binding on the tenderer for a period of **one year** from the date of approval of the rate contract and on no account, any increase in the price will be entertained till the completion of this tender period.
- 5) If there is difference between figures & words, words will be taken into consideration.

The last date for submission of the tender documents as per advertisement . The Technical Bid will be opened date as per advertisement by the purchase committee.

The undersigned reserves the right to reject or cancel any or all the tenders without assigning any reason thereof.



**Chief District Medical & Public Health Officer  
Nayagarh**

## CHECK LIST

## Annexure-I

Sl. No.	List of Tender Documents Submitted	Yes	No	Page No.
1	Cover "A"-Technical Bid			-
2	Cover "B"- Price Bid			-
3	EMD Rs.20,000/- (Rupees Twenty Thousand only - Refundable) in shape of Bank Draft / Bankers Cheque in favour of Rogi Kalyan Samiti,DHH, Nayagarh at Nayagarh			
4	Tender Paper Cost <b>Rs.2000/-</b> (Rupees Two Thousand only – Non-refundable) in shape of Bank Draft / Bankers Cheque in favour of Rogi Kalyan Samiti,DHH, Nayagarh at Nayagarh			
5	List of Item (s) Quoted in the prescribed format ( <b>Annexure – III</b> )			
6	Self attested photocopy of organization PAN.			
7	Self attested photocopy of organization Income Tax Acknowledgement Report ( <b>Financial Year 2016-17, 2017-18 &amp; 2018-19</b> ) and copy of the audited financial statement for the last three financial year i.e. 2016-17 ,2017-18 & 2018-19.			
8	Self attested photocopy of the GST registration certificate.			
9	Self attested photocopy of the up to date I.T.C.C.			
10	Self attested photocopy regarding 3 years market standing in supplying drugs to Govt./Corporate/PSU Hospitals in India.			
11	Performance Statement during the last three years towards proof of supply of similar EIF to any Govt./Corporate/PSU Hospitals in India. The copy of certificate from the user should be furnished in support of the information provided in the performance statement (item wise).			
12	Self attested photocopy of valid ISO certificate.			
13	Self attested photocopy of valid ISI / CE / BIS / US FDA / IEC certificate.			
14	All the tender documents should sign by the bidders at the bottom of each page with his official seal duly affixed.			
15	Leaflet / Technical Brochures of the products / item offered.			
16	Declaration by <b>Notary Public regarding blacklisted</b> of Manufacturer / supplier either by the Tender inviting authority or by any state Govt. or Central Govt. organization as per <b>Annexure-V</b> .			
17	Original copy of Valid Manufacturing License of the manufacturer (s) / <b>Import License</b> by the Importer from the Original Equipment Manufacturer (OEM) as per <b>Annexure-VI</b> .			
18	Self Declaration regarding quote the rates for individual items inclusive of excise duty, insurance, packing, forwarding, freight (door delivery) and exclusive of GST charges (if any) as per <b>Annexure-VII</b> .			
19	Self Declaration regarding the rate quoted and accepted will be binding on the tenderer for a period of <b>one year</b> from the date of approval of the rate contract and on no account, any increase in the price will be entertained till the completion of this tender period as per <b>Annexure-VIII</b> .			
20	Undertaking regarding they will supply the stocks <b>within thirty days</b> after receipt of the Purchase Order from this office as per <b>Annexure-IX</b> .			
21	Declaration regarding the supplier shall have a minimum annual average turnover of Rs.1 (one) Crores or more in the last three year financial years i.e. 2016-17 , 2017-18 & 2018-19 as per <b>Annexure-X</b> . The bidders shall submit the audited financial statement for the last financial year i.e. 2016-17 , 2017-18 & 2018-19 for verification of turnover.			

Annexure-II

LIST OF ITEMS TO BE TENDERED

Sl. No.	Name of the Item
01	E-Rickshaw

Annexure- III

LIST OF ITEMS QUOTED

Sl. No.	Tender Quoted Sl. No.	Name of the Item (As per Annexure-II)	Manufacture Name	Make	Model Name	Specification submitted by the Bidders (mention details)

Signature of the Bidder with seal

Annexure- IV

PRICE BID

Sl. No.	Name of the Item	Make & Model	Unit Price with all accessories (as per Tender Clause No.-2.17) (both in words and figures)

Signature of the Bidder with seal

Annexure- V

DECLARATION

(Filled by the Notary)

I / We \_\_\_\_\_ do hereby declare that I / We have **not been de-recognized / black listed** by the Tender inviting authority or by any state Govt. or Central Govt. organization for supply of **Not of Standard Quality Items / non-supply**.

I / We agreed that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me / us for a period of 3 years if, any information furnished by me / us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions.

Seal & Signature of the Notary

**MANUFACTURER'S AUTHORISATION FORM**

*(to be submitted by authorized distributor/importers in a letterhead in case the bidder is the authorized distributor/importer of OEM)*

No.

Dated:

To

**The Chief District Medical & Public Health Officer,  
Nayagarh, Odisha**

Dear Sir / Madam,

**Bid Reference No. :**  
**Equipment Name :**

We ..... (name of the OEM) are the original manufacturers of the above equipment having registered office at ..... (full address with telephone number/fax number & email ID and website), having factories at \_\_\_\_\_ and \_\_\_\_\_, do hereby authorize M/s. \_\_\_\_\_ (Name and address of bidder) as \_\_\_\_\_ (Importer / Distributor) to submit bids, and subsequently negotiate and sign the contract with you against the above bid no..

**No company or firm or individual** other than M/s. \_\_\_\_\_ are authorized to bid, negotiate and conclude the contract in regard to this business against this specific bid reference no.

We also hereby undertake to provide full guarantee/warrantee /CMC/AMC as agreed by the bidder in the event the bidder is changed as the dealers or the bidder fails to provide satisfactory after sales and service during such period of Comprehensive warranty/CMC/AMC and to supply all the spares/reagents / consumables for 6 years.

We also hereby declare that we have the capacity to manufacture and supply, install and commission the quantity of the equipments bided within the stipulated time.

(Name)  
for and on behalf of M/s. \_\_\_\_\_  
(Name of manufacturers)

Date:  
Place:

Seal

Note: *This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer.*

  
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Annexure- VII

DECLARATION

(Filled by the Bidder)

I / We \_\_\_\_\_ do hereby declare that I / We have quoted the rates for individual item inclusive of excise duty, insurance, packing, forwarding, freight & door delivery and exclusive GST (if any).

Signature of the Bidder with seal

Annexure- VIII

DECLARATION

(Filled by the Bidder)

I / We \_\_\_\_\_ do hereby declare that the rate quoted and accepted will be binding on the tenderer for a period of **one year** from the date of approval of the rate contract and on no account, any increase in the price will be entertained till the completion of this tender period, otherwise the Tender Inviting Authority can **forfeit the Earnest Money Deposit and blacklist me / us for a period of next 3 years.**

Signature of the Bidder with seal

  
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Nayagarh

Annexure- IX

DECLARATION

(Filled by the Bidder)

I / We \_\_\_\_\_ do hereby declare that I / We supply the stocks **within 30 days** after receipt of the Purchase Order from the Tender Inviting Authority. In case of non-supply within the stipulated time period, the tender inviting authority may please be allowed extension for a **maximum period of 02 (two) weeks (14 days)** after the stipulated date of supply with a **penalty of 0.5% per week**, which will be deducted from the purchase order value as "**Liquidated Damage**".

I / We agreed that the Tender Inviting Authority can **forfeit the Earnest Money Deposit and blacklist me / us for a period of next 3 years for non-supply / part supply** of the stocks within the time period.

Signature of the Bidder with seal

Annexure- X

**ANNUAL AVERAGE TURN OVER STATEMENT**  
(To be furnished in the letter head of the Chartered Accountant)

The Annual Turnover of M/s \_\_\_\_\_ for the last 3 financial years are given below and certified that the statement is true and correct.

Sl. No.	Financial Year	Turnover in Crore (Rs.)
1	2016-17	
2	2017-18	
3	2018-19	
Average Annual Turnover in Crore (Rs.)		

Date:  
Place:

Signature of Chartered Accountant  
(Name in Capital)

Seal Membership No.-

Note:

- 1) To be issued in the letter head of the Chartered Accountant with membership No & UDIN no.
- 2) Also attach photocopies of the audited P/L account of each year highlighting the turnover in support of that.

  
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**TECHNICAL SPECIFICATION OF THE ITEMS****1. Technical Specification for E-Rickshaw / Ambulance**

Type of Vehicle	Battery Operated E Vehicle Ambulance
Loading Capacity	600 Kg
Seats	1 Stretcher for a patient , 2 Sitting Seats
<b>Main Specifications</b>	
Motor Power	2KW DC Motor
Speed Limit	25 Km/Hour
Transmission Type	Differential
Steering Type	Steering
<b>Suspensions</b>	
Front	Leaf Spring & Shocker
Rear	Leaf Spring
Brake	Drum Brake
Operation	Forward & Reverse
Charger	48 V, 20amp
Tyre Size	145 / 80R12MRF ZTX
Tyre Type	Tubeless
Battery	Livguard
System Voltage	12 x 4 = 48V
Rating	Min 120 amp
Mileage	60 Km / Charge
Overall Width	3.10 Ft
Overall Length	10.8 Ft
Overall Height	6 Ft
Type of Braking System	Mechanical Drum and Regenerative Type
Type of Suspension	Leaf Spring with Hydraulic Shock Absorber
Type of Steering	Self Compensating Rack & Pinion
Type of Accelerator	Adjustable, Indicative and Continuously Variable
In Built	Led Head & Rear Lamps, Cabin Light, Jack / Wrench, Mat, Charger, Front Glass, Roof & Siren
Tool Kit	1 Set
Standard Accessories	All Standard Accessories should be part of the equipment in addition, machine shall be equipped with Tool Box with set of tools required for repair/ maintenance.
Warranty	One Years Service Warranty ( T & C Applies )