

**INTEGRATED DISTRICT HEALTH SOCIETY  
(East Dist.)**

Office of Chief District Medical Officer, East District  
Dte. of Health Services, Govt. of NCT of Delhi



A-Block Surajmal vihar Disp. Building, Delhi-110092, Phone no. 22374791, 22378314, Fax – 22374842

F. 1/17/2017-18/NPCB/NHM/DHS/RCH/ED 997-1015

Dated:- 31-12-18

To,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

limited Tender Inquiry are invited for the rate contract for providing "Spectacles to the School children of the East District Govt. School" on behalf IDHS East District.

Prescribed tender forms along with detailed terms and conditions is enclosed.

PRE-BID Meeting - A pre-bid meeting for any clarification/queries will be held on 16.1.2019 at 3 p.m.in O/o CDMO East , Dispensary Building, A-Block , Surajmal Vihar, Delhi-110092.

Tender documents complete in all respects should be submitted before last date & time of submission of tender i.e. 21.1.2019 up to 1 p.m.

Mission Director IDHS (East District), reserve the right to accept or reject any part of the tender (s) without assigning any reason whatsoever.

Any queries pertaining to the tender may please be sent at email [dpmuest2@gmail.com](mailto:dpmuest2@gmail.com) with subject query for tender spectacles for "SPECTACLES TO THE SCHOOL CHILDREN OF THE EAST DISTRICT GOVT. SCHOOL". Queries can also be sent in physical form at O/o IDHS. Queries must reach before Pre-Bid meeting. Response to queries will be issued after pre-bid meeting on 05.10.2018. In anticipation of your participation.

  
31-12-18

(Dr. Rekha Rawat)  
CDMO-Cum Mission Director (East)



# INTEGRATED DISTRICT HEALTH SOCIETY, EAST

Delhi State Health Mission , Govt. of NCT of Delhi

Dispensary Building, A- Block, Surajmal Vihar,

Delhi-110092

No. F.2/199/10

Dated

## Limited Tender Enquiry No.1

Limited tenders are invited for the rate Contract For Providing Spectacles for School children of East, District on behalf of integrated District Health Society, ED. The tender must be submitted to INTEGRATED DISTRICT HEALTH SOCIETY, East Delhi, Govt. of NCT of Delhi Dispensary Building, A- Block, Surajmal Vihar, Delhi-110092

Last date & time of submission of tender i.e.21.1.2019 upto 1:00 P.M.

### TERM AND CONDITIONS

1. The rates must be quoted only for Spectacles .
2. The Tender Should submit Technical bid and financial bid separately in sealed envelope. The two envelopes must be enclosed together in a sealed envelope along with sample of the spectacles.
3. The Bidderer should submit the tender in following two bids:

A. Technical Bid	-It should contain the documents mentioned Vide clause 5 of Tender document and Annexure B.
B. Financial Bid	-should have only prices /rates quoted by the tenders (Annexure C).

### 4. Technical Qualifications

(a) The bidder can be a proprietor firm, partnership firm, trust, society or company registered under applicable laws.

Bidder has to be a either manufacturer of frames/spectacle glasses or spectacle shop with a qualified optometrist on roll and in-house facilities for refraction.

(b) The bidder shall have an experience for at last Three years. Copies of work orders should be submitted along with the tender.

(c) The Bidder shall have an minimum average annual turnover of Rs.1,50,000/- (Rupees One Lak Fifty Thousand) during last three financial year (2014-15, 2015-16, 2016-17)

5. The tenderer should submit the following documents as Technical Bid along with tender, failing which the tender will not be entertained /considered.

A. An earnest money of Rs.10000/- (Ten thousand only) in the form of Account Payee Demand Draft ,Fixed Deposit Receipt , Banker's Cheque or Bank Guarantee from any of the commercial Bank in favour of "Integrated District Health Society , East District. Earnest money will not be accepted in the form of Cash/Money order. The EMD must be submitted physically before the last date and time of submission of tenders to O/o.Mission Director ,IDHS(ED) A- Block, Surajmal Vihar, Delhi-110092.

B. The firm should be registered with GST. Firm will have to registered with I.T.Deptt. prior to GST & submit VAT/TIN register certificate.

C Audited financial statements including PL account, ITR balance sheet for preceding three financial years showing annual turnover in each financial year duly authenticated by a registered Chartered Accountant, along with annual VAT/GST return filed shall be submitted.

D. An undertaking that their firm/agency had not been black listed by any Govt./Authority/Department in format at Annexure 'D'.

E. Technical Specification and Catalogue of the item quoted (This may require to be submitted in original)

F. Detail of Optometrist- Name, Qualification, date since working.

G. Detail of manufacturing firms: Location of Unit, registration no. if any.

H. Authorization of Signatory (as per clause 7, below) is to be enclosed with technical bid as per annexure G.

I. Proof of experience for at least 3 years.

6. The tender must be submitted the limited tender before last date & time of submission of tender i.e 21.1.2019 upto 1: P.M. & put in a tender box kept at receipt section in O/o CMDO IDHS East, A- Block, Surajmal Vihar, Delhi-110092. All the tenders will be opened on the same day i.e. on 21.1.2019 at 3 :00 P.M. in O/o CMDO IDHS East, A- Block, Surajmal Vihar, Delhi-110092, in the presence of tenderers or their authorized representatives, who wish to be present on the occasion . Late tenders will not be entertained. A pre-bid meeting for any clarification/queries will be held on 16.1.2019 at 3.00 P.M. in O/o CMDO IDHS East, A- Block, Surajmal Vihar, Delhi-110092. The bidders are requested to send their queries before pre bid meeting date to the office of IDHS east, in a envelope with title " Query for Limited tender Enquiry for Spectacles". It can also be sent on e mail "dpmueast2@gmail.com".

7. The Individual signing the tender from or any document forming part of the tender on behalf of Proprietor /Company/firm shall be responsible to produce an authenticated copy of the resolution passed by the company, or Power of Attorney duly executed in his favor stating that he has the authority to bind other such persons of the firm as the case may be in all matters pertaining to the tender including the arbitration clauses. If subsequently , the person so signing fails to provide the said copy of resolution passed or Power of Attorney within a reasonable time , the Government , without prejudice to other civil and criminal remedies may cancel the tender and hold the signatory liable for all costs and damages .In

case of registered or unregistered Partnership Firm , all the partner should sign the tender. In case any person signs the agreement on behalf of any limited company or firm , he will produce letter of authority/resolution passed by the company empowering him to sign the agreement on behalf of the company of firm in Annexure D.

8. Each and every document submitted along with tender should be signed by the Prop./Partner/Authorized signatory .

9. Any person who is in Government services or an employee of the Department should not be made a partner to the tender by the tenderer directly indirectly in any manner whatsoever.

10. All the samples if Spectacles ,as per specification , should also deposited physically in duly tagged with "SAMPLES OF -----Item No.-----Tender No. ---Limited Tender No.1" on the date and time communicated through email/mobile/speed post. The approval/selection of items would be on the basis of their samples.

11. The rates quoted should be inclusive of refraction charges of school children at school and delivery of spectacles to the children in the school. The taxes as applicable will indicated separately and will be paid by the department.

12. The tender should quoted only one rate for all types of spectacles (i.e. all refraction error (-) (+) cylinder high index etc. as per specification.

13. The rates must be valid for One years (1) with effect from the date of acceptance of the tender and may be extendable, if required by this Department on mutual consent.

14. Successful bidders/tenderers should have to submit Performance Security of Rs. 30000/- (Rupees Thirty thousand) only in the form, Account Payee Demand Draft . Fixed Deposited Receipt bank Guarantee from a commercial bank in favor of `Mission Director,IDHS(ED); along with a signed contract /agreement on stamp paper of Rs.100/- (Paid by tenderer) to supply the approved items. The earnest money draft submitted along with tender document will be returned on receipt of said performance security and duly signed contract /agreement for supply of goods .The performance guarantee shall remain valid for a period of sixty days beyond the date of completion of all obligation of the supplier.

15. The requirement shown in the tender document is indicate and actual requirement /ordered quantity may vary.

16. The supply shall have to be made within 15 days from the date of receipt of the supply order, failing which Performance Security submitted by the firm shall be forfeited. No part supply shall be acceptable , No extension of time delivery of goods shall be permitted on any ground . Risk purchase may be made from open market for items not delivered within the stipulated period and the difference of coast shall be recovered from the defaulters.

17. **Penalties** (a) The supply, if found not meeting the approved quality up to the mark as per approved sample or deficient due to any other reason ,shall be rejected at once without assigning any reason and will have to be removed /replaced immediately. The vendor will have to replace the supplies within period of 10 days, failing which risk purchase shall be made from open market for items not delivered within the stipulated period and the

*WHS*

difference of cost shall be recovered from the defaulters . In case of failure to do so, the rejected supply can be disposed of by the Department/Hospital and no claim for the same shall be entertained. Further a penalty of Rs. 50/- per poor quality spectacle will be deducted from monthly bills/performance security.

(b) The Department will verify the refraction results and a penalty of Rs.50/- will be put for every discrepancy noted.

(c) In case a delay in supply a penalty of Rs. 50/- per spectacles ordered for day will be levied.

18. The delivery of goods shall have to be made at the given address by the Department /School placing the order without any extra charges or as directed by this Department , No incidental charges will be paid by the Deptt.

19. The Department reserves the right to cancel the tender or to withhold payment in the event of non-commencement or unsatisfactory performance by the tenderer . In such eventually , the Department /Hospital further reserve the right to get the work done form open market at the cost of the contractor . Tender will be black listed by the Government for a Period of Four Years to participate in any type of tender & his security money shall also be Forfeited.

20. If any information Furnished by tenderer is found to be incorrect or false at any time, the tender will be liable to be terminated without any notice and the security deposit is liable to be forfeited.

21. The Department reserves the right to terminate the tender without assigning any reason by giving the tenderer one calendar month's notice of its intention to do so and on the expiry of the said period of notice, the contract shall come to an end without prejudice to any right or remedy.

22. The Tenderer Shall indemnify the Department against all damages/Charges and Expenses for which the Government may be held liable or pay on account of the negligence of the Tenderer or his servants or any Person under his control whether in respect of accident, injury to the person or Damages to the Property of any member of the public or any Person or in executing the work or otherwise and against all damages and demands thereof.

23. In the event of any dispute arising out in connection with the interpretation of any cause in the terms and condition of the tender agreement or otherwise the matter shall be referred to the Arbitrator appointed by the Government of national capital territory of Delhi ,the courts at Delhi/New Delhi shall have the Jurisdiction in connection with any dispute/litigation arising out of this Tender.

24. Tender Evaluation:- A committee constituted by IDHS, will first open technical bids & evaluate. Only those bids who pass technical evaluation will be taken up for next stage or opening of financial bid. The L-1 of the financial bid will be given the offer. The bidder has to submit an acceptance letter in 7 days of the offer, failing which his clam will be cancelled and next person will be considered. If clarification/supplementary information is not given within time specified, then Committee will vealuate bids as submitted

TECHNICAL SPECIFICATION AND APPROXIMATE REQUIREMENT OF THE ITEM (ANNEXURE-A)

S.No.	Item	Specification	Approx requirement
1	Spectacles	Quality must be ensured spectacle should be suitable for the face of the child. Spectacles carry a warranty of 3 months for repair or replacement for any manufacturing and fitting defect free of cost.	900
2	Frames	Should be light weight, have sturdy construction without any sharp edges, fine acetate (different colors)	
3	Lenses	should be in good quality plastic lenses of light weight. Lens should have scratch resistant coating. for high power of refractive error a high index plastic lens should be used. Extra white English lenses are to be used. Lenses should be free from air bubbles, scratches and waves.	
4.	Case	Case for Spectacles	
5	Reflective error card/ Prescription	Card should be mention reflector error and should be signed by Optomestrist.	

*Handwritten signature*

## SCOPE OF WORK

1. The Spectacles are intended to be used by school children of the East District Delhi. The equipment should be suitable for use in Indian conditions and meet specifications as per Annexure-A.
2. All Children screened by SHS (already been screened) will be provided spectacles by vendor after doing reflection again at school level and reflector error card stating reflector error of that child shall be issued.
3. Refractive schedule will be fixed in mutual consultation with IDHS or its nominee & respective school Principal or committee/HOS.
4. In these Schools supplier would be conducting the screening in association with the teacher of school & qualified optometrist (to be arranged by the supplier at his own cost). Testing is to be done in the premises of the school using proper equipment. The Nodal teacher/PHNO of SHS (ED) will verify the refractive error.
5. In addition to these school children who get their refractive done by any govt. centre optometrist are to be provided spectacles free of cost on basis of referral cards. These referral cards will be collected by IDHS east and list will be forwarded to the supplier. These spectacles are to be delivered to the school children in their respective schools. |
6. The tenderer will submit the refraction report fortnight in every 15 days to the IDHS (ED) duly verified by the principal. IDHS (ED) has the right to get the report reassessed/examined by a govt. optometrist or an ophthalmologist.
7. Then the CDMO office will release Purchase Order. The tenderer will supply the spectacles within 10 days of release of Purchase Order.
8. The supplier will submit a copy of supply chalan duly verified by the principal of the concerned school to IDHS east.
9. The supplier would submit the required documents at the end of each month for the payments to be made by the IDHS(ED)Delhi., and payments would be made within 15 days of receipts of bills digitally through RTGS/PFMS.



## Technical Bid

## Annexure (B)

1. Name of Bidder-

2 a) Address-

b) Tel No.

Mobile No.-

c) Fax No,

E-mail-

3. GST Registration No. VAT/ Tin No. of Firm-

(Attach Proof)

4. Details of qualified optometrist :-

Name-

Qualification-

Date since working-

5. Earnest money detail -

6. Whether price schedule filled

Yes/No

7. Sample submitted as per specification

(i) Frame-

(ii) Lens/Glasses-

Yes/No

8. Experience for three years (Copy to be submitted)

Yes/No

9. Audited account; Balance Sheet for

Yes/No

Financial year	Yes/No	Turnover (in Lack)
1st Year - 2014-15 -		
2nd Year - 2015-16 -		
3rd year - 2016-17		

I .....prop/partner/Director of M/s  
.....hereby declare that the information given in this form is true and correct  
to the best of my knowledge and belief. I offer to supply the items mentioned in the schedule (enclosed in  
price bid) at the rate quoted therein. I agree to hold this offer for one year after initialization of rate  
contract.

Yours faithfully,

Dated:-

Name of tenderer:-

Address -

Telephone No. -

Dated:-

Signature of Authorized Signatory  
(Seal of the Firm)



Financial Bid

To,

Mission Director,  
IDHS East District,  
Govt. of NCT of Delhi  
Dispensary Building,  
A- Block, Surajmal Vihar,  
Delhi-110092.

Sir,

Kindly find the rate for the all inclusive (except GST) spectacles for school children as given below:-

S. No.	Item Name	Rate per unit (Rs) excluding tax as applicable

Name of Firm -

Address -

Date:-

Signature of Authorized Signatory  
(Seal of the Firm)

UNDER TAKING

Annexure-D

3/16

This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions contain in this Bid document and undertake to abide by them. I/We further declare that

- (i) our bidding firm has not been blacklisted or debarred any time during last three years and such debarment / blacklisting is not subsisting as on the date of submission of bid.
- (ii) No Criminal case is pending against the firm by any of the clients.
- (iii) I/We do hereby undertake to provide required service to the Department.
- (iv) Department can take action as per terms.

Signature \_\_\_\_\_  
Name of the authorized person  
(Seal of the bidding firm)



Annexure - G

Undertaking

Attested  
Passport size recent  
photograph of the authorized person

1. Name of the Bidding firm \_\_\_\_\_  
 \_\_\_\_\_ of the \_\_\_\_\_ Building firm \_\_\_\_\_
2. Type of Bidder: Proprietor/Partnership/Company/Trust \_\_\_\_\_
3. E-mail address of the bidding firm & authorized signatory for correspondence \_\_\_\_\_
4. Details of person authorized to bid:
  - a. Name & Designation \_\_\_\_\_
  - b. Address \_\_\_\_\_
  - c. Telephone no. \_\_\_\_\_
  - d. M/F \_\_\_\_\_
  - e. Letter of authority for authorization (to be enclosed with this form) \_\_\_\_\_
5. Declaration by the bidder: \_\_\_\_\_

I/We \_\_\_\_\_, being authorized to sign & submit the bid documents on behalf of the bidding firm M/s \_\_\_\_\_.

Signature \_\_\_\_\_  
 Name of the authorized person \_\_\_\_\_  
 (Seal of the bidding firm)

# List of Government Schools in East Delhi

Mandawali-SBV (Veer Udham Singh)	22476708	Indraprastha Vistar Samuhik Awas, Mandawali
Patparganj-SBV (Genda Lal Dixit)	22791533	Patpar Ganj
Kalyanvas-SBV (Raj Bihari Bose)	22787227	Kalyanvas
Shakarapur, No.2-SBV (Ishwar Chand)	22458870	Shakarapur
West Vinod Nagar-SBV	22726170	West Vinod Nagar
Mayur Vihar, Phase I, Pkt. II-SBV (Prem Chand)	22754461	Mayur Vihar, Phase I, Pkt. II
East Vinod Nagar-SBV (Jai Prakash Narayan)	22776223	East Vinod Nagar, Delhi-91
Kalyanpuri-SBV	22774191	Kalyan Puri
Trilokpuri, Block 20-SBV	22777222	B-20, Trilokpuri
Khichripur-GBSSS	22771920	Khichripur
Dallupura-SBV	22619675	Dallupura
New Kondli-GBSSS	22611086	B-Block, New Kondli Delhi - 110096
Mayur Vihar, Phase II, Pkt.B-SBV	22789846	Mayur Vihar-II
Mayur Vihar, Phase I, Pkt.IV-GBSSS(Shaheed Capt.Hanifuddin)	22717911	Mayur Vihar Phase-I, Pocket-IV
Kalyanpuri-GBSS	22789423	Kalyan Puri
Kalyanpuri-SKV (Mother Teresa)	22775686	Kalyan Puri
Mandawali-SKV	22476408	Mandawali
Trilokpuri, Block 27-SKV	22782644	Trilokpuri, block -27
Trilokpuri, Block 20-SKV (Sharda Sen)	22782962	Trilokpuri
Kondli-SKV (Jeeja Bai)	22778735	kondli, Near Kalyanpuri
Dallupura-SKV	22619051	Dallupura
East Vinod Nagar-SKV (Ravindra Thakur)	22771947	S.K.V East Vinod Nagar Delhi -91
Mayur Vihar, Phase II, Pkt.B-SKV (Annie Besant)	22789336	Mayur Vihar, Phase II, Pkt. B
Patparganj-SKV	22750966	Patpar Ganj
West Vinod Nagar-SKV	22727636	West Vinod Nagar
KalyanVas-SKV	22776430	Kalyan Vas Delhi-110091
Mayur Vihar, Phase I, Pkt.II-SKV (Janaki Devi)	22750234	Pocket II mayur Vihar Phase I
Mayur Vihar, Phase I, Pkt.IV-GGSSS	22714978	Mayur Vihar, Phase I, Pkt. IV
Khichripur-GGSSS	22773427	Khichripur

Laxmi Nagar-SKV  
Pat Jarden-GGSSS  
Radhey Shyam Park-SBV  
Radhey Shyam Park-GGSSS  
Geeta Colony, Block 2-G(Co-ed)SS  
Lalita Park-G(Co-ed)SSS  
Gandhi Nagar-RPVV

22463137 Laxmi Nagar  
22055060 Block-12, Geeta Colony  
22468831 Radhey Shyam Park  
22448941 Radhey Shyam Park, Parwana Road, Khurenji  
22531437 Block-2, Geeta Colony  
22501512 Lalita Park, Delhi-92  
22043771 Gandhi Nagar, Delhi-31