

By Speed Post

**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. No -1/17/2017-18/NPCB/NHM/DHS/RCH/ED/ 16-21

Dated:- 5.4.18

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 of 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 13.4.2018 at 2.00 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. 16.04.2018 up to 1 P.M.

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

Any queries pertaining to the tender may please be sent at email dmueast2@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 ~~20.4~~^{13.4} 2018. In anticipation of your participation.

Rekha Rawat
5-4-18

(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 Student of East, District on behalf of integrated District Health Society, ED. The tender must be submitted to Office of INTEGRATED DISTRICT HEALTH SOCIETY, East Delhi, Govt. of NCT of Delhi Dispensary Building, A-Block, Surajmal Vihar, Delhi-110096

Last date & time of submission of tender i.e. 16.04.2018 upto 1:00 P.M.

TERM AND CONDITIONS

1. The rates must be quoted only for Spectacles as per terms of this Tender.
2. The Tenderer Should submit Technical bid and financial bid separately in sealed envelope. The two envelopes must be enclosed together in a separate sealed envelope, along with sample of the spectacles in a separate envelope as per clause 10.
3. The Bidder 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 tenderer (Annexure C).

4. Technical Qualifications

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

Bidder has to be

- (i) Either manufacturer of frames/spectacle glasses or
- (ii) 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 for last 3 years should be submitted along with the tender, as proof of experience in Technical bid..
- (c) The Bidder shall have an minimum average annual turnover of Rs.1,50,000/- (Rupees One Lac Fifty Thousand) during last three financial year (2014-15, 2015-16, 2016-17)

5. The tenderer should submit all 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 in format at Annexure F any of the commercial Bank in favor 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-110096, along with the Technical bid inside envelope.

B. The firm should be registered with GST and submit GST registration details. Firm will have to be registered with VAT Deptt. prior to GST & submit copy of VAT/TIN register certificate.

C Audited financial statements including, ITR 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. Department in format at Annexure 'D'.

E. Technical Specification and Catalogue of the item quoted (This is required 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 last 3 years.

6. The tender must be submitted before last date & time of submission of tender i.e 16.04.2018 up to 1: P.M. & put in a tender box kept at receipts section in O/o CDMO East, Dispensary Building, A- Block, Surajmal Vihar, Delhi-110092. All the tenders will be opened on the same day i.e. on 16.04.2018 at 3 :00 P.M. in O/o CDMO IDHS East, A- Block, Surajmal Vihar, Delhi-110096, 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 13.04.2018 at 2 P.M. in O/o CDMO East, Dispensary Building, 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./Partners/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 of Spectacles, (Frame and Lenses) as per specification, should also be deposited physically in a envelope duly tagged with "SAMPLES OF -----Item No.----- ---Tender No. ---Limited Tender No.1". 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 Student at school and delivery of spectacles to the Student in the school. The taxes as applicable will indicated separately and will be paid by the department.

12. The tender should quote 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 Two years with effect from the date of acceptance of the tender and may be extendable, if required by this Department. The term of contract will be for one year; extendable by another 6 months on same terms & conditions.

14. Successful bidders/tenderers should have to submit Performance Security of Rs. 25000/- (Rupees Twenty five thousand) only in the form of Account Payee Demand Draft . Fixed Deposited Receipt, bank Guarantee (Annexure - G) 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 indicative only and actual requirement /ordered quantity may vary.

16. The supply shall have to be made within 10 days from the date of receipt of the supply order, failing which penalties as mentioned below will be levied. 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 cost 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 07 days, failing which risk purchase shall be made from open market for items not delivered within the stipulated period and the 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 supplied will be deducted from monthly bills/performance security.

(b) The Department will verify the refraction results and a penalty of Rs.100/- will be put for every discrepancy noted.

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

18. The delivery of goods shall have to be made at the address given by the Department or at School placing the order without any extra charges. No incidental delivery 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 case, the Department /Hospital further reserve the right to get the work done form open market at the cost of the contractor . Tenderer will be black listed by the Government for a Period of Three Years to participate in any type of tender & his performance 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 performance 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 DPHS, 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 claim will be cancelled, and EMD will be forfeited. The Department may seek any clarification/supplementary information during evaluation. Only historical documents will be considered. If clarification/supplementary information is not given within time specified, then Committee will evaluate bids as submitted.

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SCOPE OF WORK

1. The Spectacles are intended to be used by School Student of the East District Delhi. The equipment should be suitable for use in Indian conditions and meet specifications as per Annexure A.
2. The Supplier would be provided a list of various schools of East District, Delhi (attached Annexure E) All class 7,8,9 students are to be screened for refractive error.
3. Refractive schedule will be fixed in mutual consultation with IDHS or its nominee & respective school Principal or committee
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 teacher will verify the refractive error.
5. In addition to these school student who get their refractive done by any govt. centre 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 student 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 against purchase order 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.

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TECHNICAL SPECIFICATION AND APPROXIMATE REQUIREMENT OF THE ITEM

S.No.	Item	Specification	Approx requirement
1	Spectacles	Quality must be ensured spectacle should be suitable for the face of the Student. Spectacles carry a warranty of 3 months for repair or replacement for any manufacturing and fitting defect free of cost.	1000 nos.
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 or 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.	

Technical Bid

Annexure (B)

1. Name of Bidder-

2. Spectacle shop or Manufacturing firm- Details:-

3. a) Address-

b) Tel No.

Mobile No.-

c) Fax No,

E-mail-

4. GST Registration No.

VAT/ Tin No. of Firm-

(Attach Proof)

5. Details of qualified optometrist :-

Name-

Qualification-

Date since working-

6. Earnest money deposit detail -

7. Whether price schedule filled

Yes/No

8. Sample submitted as per specification

Yes/No

(i) Frame-

(ii) Lens/Glasses-

Yes/No

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

Yes/No

10. Audited account;

Yes/No

Financial year	ITR Yes/No	PL Statement Yes/No	balance sheet Yes/No	Turnover (in Lakh)
1st Year -2014-15				
2nd Year-2015-16				
3rd year-2016-17				

11. GST/VAT Returns. (Copies of last year)

Yes/No

12. PAN of Proprietor/ Firm

Yes/No

Iprop/partner/Director of M/shereby 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 Two year after initialization of rate contract.

Yours faithfully,

Dated:-

Name of tenderer-

Address -

Telephone No. -

Dated:-

Signature of Authorized Signatory
(Seal of the Firm)

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Financial Bid

1. Tender Enquiry No. _____
2. Name of Bidding Firm _____

To,

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

Sir,

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

Price Quotation, Per Spectacle (INR) without GST tax

S. No.	Item Name	Rate per unit (Rs) excluding GST/tax as applicable
1	Spetacle	In Rs.: In Words:

**The quotations in words will prevail upon quotation in numbers if discrepancy is found between the two columns.*

Signature _____

Name of the Authorized Person _____

Office Seal of the Bidding Firm _____

Note:-

1. The bidders are advised to quote rate Per Spectacle, which shall be able to meet all such expenses towards, administrative charges, refraction etc.
2. The quoted price shall be firm and final and no revision shall be allowed during the contract period on any grounds such as inflation, high index lens etc.
3. Tax at applicable rate shall be payable by the Department over and above the quoted price.

4. The evaluation criteria for financial bids:-

Contract will ordinarily be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document. In case the quoted prices are same for two or more bidders, then in that case lottery system will be adopted for selection of the successful bidder from among the L-1 bidders.

UNDER TAKING

This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions contained 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 services to the Department.
- (iv) Department can take action as per terms.

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
Shakarpur, No.2-SBV (Ishwar Chand)	22458870	Shakarpur
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

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Kalyanpuri-GGSS	22783311	Kalyanpuri, Delhi
Trilokpuri, Block 27-GGSS	22778651	Trilokpuri,Block-27
Trilokpuri, Block 27-SBV	22783007	Block-27, Trilokpuri
West Vinod Nagar, Block E-G(Co-ed)SS	22479034	West Vinod Nagar, E Block Delhi-92
Joshi Colony-GBSS	22479029	Mandawali
Mayur Vihar, Phase I, Chilla Gaon-G(Co-ed)SSS	22717275	Chilla Village,Near Parwana Apts.,Mayur Vihar, I
New Ashok Nagar-SKV	22716090	New Ashok Nagar
Gazipur-SV(Co-ed)	22457123	Gazipur-Delhi-96
Vasundhra Enclave-G(Co-ed)SS	22627027	Vasundhra Enclave
New Kondli-GGSSS	22612201	New Kondli-Delhi
New Ashok Nagar-GBSSS	22715869	New Ashok Nagar
Patparganj, I.P. Extn-G(Co-ed)SS	22464656	I. P. Extn., Patparganj
Mandawali-GGSS	22479037	Mandawali
Shakarpur, School Block-GGSSS	22481895	School Block, Shakarpur
Shakarpur, No.1-SBV	22011219	Shakarpur
Shakarpur, No.2-SKV	22048347	Madhuban Road, Shakarpur
Shakarpur, School Block-SBV	22481886	School Block, Shakar Pur
Shakarpur, No.1-SKV	22529397	Shakarpur
Trilokpuri, Block 27-GBSS	22778666	Block-27, Trilokpuri
Kondli-SBV	22771742	Kondli
Mayur Vihar, Phase III GGSS	22627160	Mayur Vihar, Phase III
Mayur Vihar, Phase III, Kondli-Gharauli-GBSS	22627832	Kondli Gharauli, Mayur vihar, Phase-III
Khichripur Village, Govt.(Co-ed)SS	22732013	Khichripur Village,
Preet Vihar, Govt. Co-ed Middle School		Preet Vihar, Delhi-92
Mayur Vihar, Phase III, Kondli Gharauli-GGSS		Mayur Vihar, Phase III, Kondli Gharauli
Mayur Vihar, Phase III GBSS		Mayur Vihar, Phase III
Laxmi Nagar-SBV	22529732	Laxmi Nagar
Rani Garden-SBV	22046610	Rani Garden
Geeta Colony, Block 13-GBSSS	22548602	Block-13, Geeta Colony
Geeta Colony, Block 13-SKV	22420706	B-13, Geeta Colony
Chander Nagar-SKV	22520148	Chander Nagar
Shankar Nagar-SKV	22421394	Shnkar Nagar

Laxmi Nagar-SKV	22463137	Laxmi Nagar
Paradise Garden-GGSSS	22055060	Block-12, Geeta Colony
Radhey Shyam Park-SBV	22468831	Radhey Shyam Park
Radhey Shyam Park-GGSSS	22448941	Radhey Shyam Park, Parwana Road, Khurenji
Geeta Colony, Block 2-G(Co-ed)SS	22531437	Block-2, Geeta Colony
Lalita Park-G(Co-ed)SSS	22501512	Lalita Park, Delhi-92
Gandhi Nagar-RPVV	22043771	Gandhi Nagar, Delhi-31

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BANK GUARANTEE FORMAT

To

The _____

WHEREAS

(name and address of the bidder) (hereinafter called "the Applicant ") has undertaken to submit proposal/application for the NIT no..... dated to provide _____ services (herein after called "the Services").

AND WHEREAS it has been stipulated by you in the said contract that the Applicant shall furnish you with a bid security/performance security in the form of bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the tender terms and conditions;

AND WHEREAS we have agreed to give the Applicant such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Applicant , up to a total of Rs _____ (Rupees _____ only), and we undertake to pay you, upon your first written demand declaring the Applicant to be in default under the tender terms and conditions and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Applicant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the tender documents which may be made between you and the Applicant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the day of, 20.....

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

Annexure - G

Undertaking

Affix duly attested
passport size recent
photograph of the authorized person

1. Name of the Bidding Firm _____
2. Name of the office-bearers of Bidding firm _____
3. Type of bidder:- Proprietor/Partner ship/Company/Trust _____
4. E-mail address of the bidding firm & authorized signatory for correspondence _____
5. Details of person authorized to bid
 - i. Name & Designation.....
 - ii. Address _____
 - iii. Telephone No. _____
 - iv. Mobile No. _____
 - v. Power of attorney for authorization (to be enclosed with this form)
20. Declaration by the bidder:

I/ _____ R/o _____ is/are 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)

