

**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

Dated:-

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 01.10.2018 at 2 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. 8.10.2018 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 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 10.9.2018. In anticipation of your participation.

(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. 8.10.2018 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 8. 10. 2018 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 8.10. 2018 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 01.10.2018 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 Two years (1+1) with effect from the date of acceptance of the tender and may be extendable, if required by this Department.
14. Successful bidders/tenderers should have to submit Performance Security of Rs. 25000/- (Rupees Twenty five 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 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 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

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. The Supplier would be provided a list of various schools of East District, Delhi (attached Anx. E) All class of 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 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 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.	1000
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.	

Technical Bid

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		

Iprop/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

- 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)

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/Partnership/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)