



**OFFICE OF THE DEAN & PRINCIPAL,
MAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE,
BRAHMAPUR.760 004, GANJAM, ORISSA.**


NO. 9816 / MCB-24/Welfare/ Berhampur dated the

12th August, 2024

TENDER CALL NOTICE

Sealed Tender is invited from the Registered, Rate Contract holding firms having valid GST Registration **for supply of printed practical records to MKCG Medical College** so as to reach in the office of the undersigned within 21 days from the date of publication of the advertisement following the terms & conditions. The detailed Tender Paper, Terms & Conditions along with list of item with specifications can be downloaded from website www.mkcgmch.org. The sample copy is available in the office of the undersigned, the intended participant must visit the office during official hour in order to submit the bid between the bid period.

E.O.M


Dean & Principal,
MKCG Medical College,
Berhampur

TENDER DOCUMENT FOR

"For supply of Printed items to MKCG Medical College "

OFFICE OF THE DEAN & PRINCIPAL,

MKCG MEDICAL COLLEGE, BERHAMPUR ODISHA

Tel: (0680)-2292746 Fax No.2292809

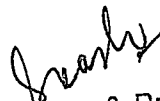
E-Mail:mkcgmcbam@gmail.com,

DATE OF PUBLICATION IN THE NEWS PAPER: 1-9-2024

LAST DATE FOR SUBMISSION OF TENDER:- 21-9-2024 BY 4.30 P.M

DATE OF OPENING OF TECHNICAL BID: 21-9-2024 AT 5 P.M

DATE OF OPENING OF FINANCIAL BID: 23-9-2024 AT 4.30 P.M


Dean & Principal
M.K.C.G. Medical College
Berhampur (Gm.)

TENDER PAPER
TERMS AND CONDITIONS.

1. The sealed tenders should be super scribed as Tender for **supply of Printed Practical Records to O/o the Dean & Principal MKCG** are to be submitted by Regd. Post/Speed Post/Courier service only so as to reach in the Office of the Dean & Principal, M.K.C.G. Medical College, Berhampur-4 on or **before 21-9-2024 by 4.30 P.M from the date of publication of the Tender Call Notice in the news paper.** The tenders received beyond the scheduled time and date will not be considered under any circumstances. The Tender should be of double bid system **i) Technical Bid & ii) Price Bid in two sealed covers duly super scribed as Technical Bid & Price Bid and be submitted with one sealed cover.**
2. The sealed tenders submitted by the tenderers shall be opened by the Purchase Committee of office of the Dean & Principal, M.K.C.G. Medical College, Berhampur in his Office Chamber in the presence of either the tenderers or his /their authorized representatives who should remain present at the scheduled date and time with proper authorisation. If any tenderer or his / their authorized representative fails to turn up at the time of opening of the tenders that will not bar to the authorities from opening the tenders or carrying on subsequent tendering procedures.
3. The tender should be clearly typed / computerized without any correction, interpolation and over-writing etc. and each page of the tender should bear the dated signature of the tenderer. Correction/over writing or interpolation of any entry should be attested by the tenderers failing which the tender for the relevant item or items shall not be taken in to consideration.
4. The rates should be inclusive of all taxes and is valid for three years from the date of finalisation of this tender.
5. The prices quoted should be final and shall not be subject to any escalation during the validity period of the tender/till the purchase is over.
6. The tenderer should submit/furnish a certificate in the tender to the effect that price quoted by him/them is not more than the open Market Price.
7. The tenderer should furnish Photostat copies of the up to date GST, and Filing of Income tax return certificates of last three years along with money receipt in original relating to his/their firm along with the tender.
8. The tenderer should furnish the Earnest Money Deposit **Rs.10000/-, only in shape of Bank Draft in favour of the Dean & Principal, M.K.C.G. Medical College, Berhampur payable at M.C.C Branch Berhampur,** along with the tender. The EMD will be forfeited in case, the successful tenderer fails to execute the order within the stipulated period mentioned in the Purchase Order in supply of the same.
9. Purchase order shall be issued in favour of the successful tenderers by Regd.Post with A.D **after approval in the Purchase Committee.** It is obligatory on the part of the selected firm to acknowledge receipt of the purchase order within seven days.
10. The supply of items must be done within 30 days from the date of receipt of purchase order. Otherwise penalty will be imposed @ .5% of the basic value of order per day.

11.The Dean & Principal MKCG Medical College Berhampur as the Authority reserves the rights to reject any tender or all tenders in part or full without assigning any reason thereof.

12.Documents misleading of facts are liable for rejection/cancellation of tender/purchase order and also action under Penal Provisions.

13.The tenders of the defaulting// Black listed suppliers will not be taken into consideration.

14.Supply of sub-standard items or non-performance of tender terms & conditions will disqualify a firm to participate in the tender process in future.

15.All legal disputes, if any relating to purchase, Installation and functioning of the system shall subject to jurisdiction of the Court situated in Berhampur, Ganjam, Odisha.

16. The payment to the firm shall be made after successful supply as per requirement & specifications and will after 30 days from the date of supply.

17. 5% cost (on approved cost) will be added over and above the approval rate in all the records which will be printed by the awardee for sale to student (in case of decimal figure, to be rounded in to next ten rupees or below depending up on the decimal figure e.g below 5.5=5, above 5.5=10) and the 5% cost will be utilised in SSG activities.

18.The Tenderer should submit their tender only after publication in the newspaper.

19.The contents of the practical Records is available in Education-II Section of MKCG Medical College, the intended bidder can visit the office from 4 PM to 5.30 PM during working days before submitting the bid.

20.All documents submitted shall be consecutively numbered having signature with official seal of the authorized signatory on each page and total number of pages shall be mentioned on the top sheet duly authenticated by the authorized signatory. The prescribed check list should be submitted completing in all respect. (putting the page numbers in the check list)

21.The tendering agencies are required to enclose photocopies of the following documents (duly attested by Group "A" Gazetted Officers of the State Governments/Central Government), along with the Technical Bid, failing which their bids shall be summarily/ out rightly rejected and will not be considered any further:

- a. EMD @ **Rs.10000/-** of the quoted value of Tender in shape of BD in favour of the Dean & Principal MKCG MCB.
- b. Registration certificate of the organization.
- c. Copy of GST Reg. Certificate
- d. GST Clearance certificate
- e. Copy of Aadhar Card
- f. An affidavit in original (Stamp paper) to the effect that the firm has not been blacklisted anywhere.
- g. Copy of PAN Card.
- h. Copy of the 1ST Page of the Savings Bank Account/Current Account Pass Book
- i. Copy of Filling of Income tax return certificate.
- j. Copy of the challan deposit of tender cost.

22. The successful tenderer will have to deposit a Performance Security Deposit of **5% of the ordered value** in the form of Bank Guarantee from only Nationalized Bank drawn in favour of the Dean & Principal, MKCG Medical college, Berhampur within two days from the date of receipt of provisional purchase order. Then only final Purchase order will be issued. The Bank Guarantee shall be returned to the firm after the Warranty/Guarantee period is over.

N.B.:- (1) The tenderers are requested to go through the terms and conditions thoroughly and carefully and furnish their tenders fulfilling all the requirements to avoid rejection of their tender(s).

(2) The documentation as required in the Technical specification should be submitted along with the technical bid failing which the bids shall be summarily/out rightly rejected.

33. Penalty will be imposed @ 1 % of the Ordered value per day, if supply will not effect within the stipulated date & time.

34. Sample of the item must be submitted in the technical bid otherwise the bid will be out rightly rejected.

35. The approval of items will be made on the basis of Average Lowest quoted rate. (Average lowest rate of all the items). The supply order will be made to the single bidder.

- **Sample copy of the papers to be utilised must be submitted in technical bid in order to check the quality**
- **Sample (in soft copy) must be submitted in the technical bid in order to evaluate.**


Dean & Principal
MKCG Medical College
Berhampur

TENDER PROFORMA FOR TECHNICAL BID


Sl, No	Name of the Item	Details Specifications As per tender	Sample must be attached (SOFT COPY)
1	2	3	4

TENDER PROFORMA FOR PRICE BID

Sl, No	Name of the Item	Basic Price per unit	GST in rupees (with%)	Total (3+4+5)	5% of (5)
1	2	3	4	5	6

*** Sample (in soft copy) must be submitted in the technical bid in order to evaluate.**

***Sample copy of the papers to be utilised must be submitted in technical bid in order to check the quality.**


Dean & Principal
M.K.C.G. Medical College
Berhampur (Gm.)

TENDER FOR SUPPLY OF FOR SUPPLY OF PRACTICAL RECORDS TO MKCG MEDICAL COLLEGE, BERHAMPUR

TENDER NOTICE NO.9815 Dt.24-8-2024

BID PERIOD: 1-9-2024 TO 21-9-2024

LAST DATE FOR SUBMISSION OF BID:- 21-9-2024 BY 4.30 P.M

DATE OF OPENING OF TECHNICAL BID:-21-9-2024 AT 5 P.M

NAME OF THE BIDDER M/S. _____

Please put ✓ in the respective box

DOCUMENTS: SUBMITTED OR NOT

(TECHNICAL BID)

1. EMD Rs.10000/-

Page		Yes		No	
------	--	-----	--	----	--

2. Registration Certificate of the Organization.

Page		Yes		No	
------	--	-----	--	----	--

3. Copy of GST Reg.

Page		Yes		No	
------	--	-----	--	----	--

4. Copy of GST Clearance certificate

Page		Yes		No	
------	--	-----	--	----	--

5. Copy of GST Aadhar card

Page		Yes		No	
------	--	-----	--	----	--

6. An affidavit in original to the effect that the firm has not been blacklisted anywhere.

Page		Yes		No	
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7. Copy of PAN Card

Page		Yes		No	
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8. Copy of the 1ST Page of the Savings//Current Bank account

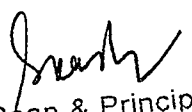
Page		Yes		No	
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9. Copy of Filling of IT Return certificate.

Page		Yes		No	
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Note: All documents submitted shall be consecutively numbered. The above check list should be submitted completing in all respect. (putting the page numbers in the check list)

SIGNATURE OF THE BIDDER


 Dean & Principal
 M.K.C.G. Medical College
 Berhampur (Gm.)

**MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY
[Ref. Para 22(i)]**

To

The _____.

WHEREAS..... (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no..... dated to supply (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a 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 contract;

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

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract 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 supplier 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 there under or of any of the contract documents which may be made between you and the supplier 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.....

Our..... branch at* (Name & Address of the* branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our* branch a written claim or demand and received by us at our* branch on or before Dt.....otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....
(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

* Preferably at the headquarters of the authority competent to sanction the expenditure for purchase of goods or at the concerned district headquarters or the State headquarters.


Dean & Principal
M.K.C.G. Medical College
Berhampur (Gm.)

Model Agreement for Supply of Goods

[Ref. Para 23(1)]

THIS AGREEMENT made this..... day of..... 20..... BETWEEN M/s..... & Co Ltd having registered office at in the State of..... (hereinafter called the 'Supplier' which expression shall, unless excluded in the subject or context, include the heirs, successors, legal representatives, and permitted assigns) of the one Part.

AND

the of Odisha (hereinafter called the 'the' which expression shall, unless excluded in the subject or context, include the heirs, successors, legal representatives, and permitted assigns) of the other Part. WHEREAS the wants to purchase the goods mentioned in the schedule.


NOW THESE PRESENT WITNESS AND IT IS HEREBY AGREED AS FOLLOWS:

1. That the time shall be the essence of the contract and the supplier shall supply the goods in the schedule completely so as to make delivery..... (place) on or before the date failure to do which will entitle the to rescind the contract immediately.

2. That the goods shall be of the specifications and price mentioned against each. Any variation on inspection will entitle the to refuse the consignments either in whole or in part, as the case may be, the whole, if the part renders it useless.

3. That the goods shall be inspected at..... (place) in the presence of the officers of both parties duly authorized in that behalf on a day fixed in a notice by either of the parties, provided such day is not postponed for more than a period of two months after the date given in the notice. Default by the Supplier shall disentitle him to raise any objection subsequently to the result of inspection made by the in his absence and claim any compensation on that account.

4. That the Supplier shall guarantee durability of the goods for a period of..... from the date of completion of supplies and installation in the case of machineries and any damage, done to the goods in the usual course of use or any deficiency, detected in them subsequent to such completion and installation and during the period aforesaid shall be made good to render due service at the cost of the Supplier within a period of two months from the date of receipt of the notice in that behalf and no decision shall be taken by the Supplier or any person on his behalf as to the defects or deficiency without notice to the failure to do so shall be deemed that the Supplier has no intention to discharge the obligation and thereupon the amount of security, deposited separately or withhold from his bill, shall stand forfeited to the The Supply of goods other than machineries shall be deemed to be complete only after final approval by the officer duly authorised on inspection whose decision shall be final and in case of machineries exactly in the same manner and installation which would include test working for 7 (seven) days.


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5. The Goods shall be duly packed and insured by the Supplier for transit and be despatched at the risk of the carriers and the shall not be responsible for any loss or damage during the transit or at any time prior to inspection and approval.

6. That the price of goods shall be paid in advance or on the completion of supplies and installation as the case may be in agreed instalments on bills submitted(as indicated in the Payment Schedule) provided the may withhold payment of..... per cent of the total amount payable as security for the period of guarantee if no amount equal thereto has already been deposited as such.

7. That any damage or deficiency if not removed during the stipulated period by the Supplier may be removed by the at his cost to be reimbursed by the Supplier. Any amount payable to the hereunder shall be recovered as public demand under the Orissa Public Demand Recovery Act, 1963 and shall bear 6% interest per annum till certificate for recovery is filed.

8. That the supplier shall deposit Rs..... towards earnest money at the time of acceptance of tender for due performance of the covenants hereof and such money shall be forfeited to the in case of breach of all or any of the covenants.

9. That any dispute arising hereunder shall be resolved in the following manner:
.....
.....

10. That Sri..... is duly authorised in the order No....., dated.....by the and Sri..... on behalf of the company to execute the deed.

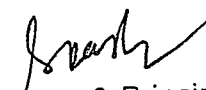
11. The cause of action hereunder shall always be deemed to arise at.....

12. That the stamp duty shall be borne by.....

SCHEDULE OF GOODS Name of the Goods Specification with number and make etc Price agreed

IN WITNESS WHEREOF the parties hereto have signed this deed this day..... of..... mentioned against the signature of each in the presence of.....

Witness


Dean & Principal
M.K.C.G. Medical College
Berhampur (Gm.)

**SPECIFICATION OF PRINTING AND SUPPLY OF PRACTICAL RECORD AND LOG BOOK FOR MBBS STUDENTS
MKCG MEDICAL COLLEGE, BERHAMPUR**

Sl. No.	Description	Approx. Pages	Cover page	Total page	Good Paper Quality	Quantity
1	Anatomy Gross Record	80		80	Paper 165gsm white drawing sheet with laser binding and multicolor coverpage pasting	250 each
2	Anatomy Histology Record	40	2	42	Paper 165gsm white drawing sheet with laser binding and multicolor coverpage pasting	250 each
3	Physiology Practical Record	156 + 1 Graph(red color)	1	158	Inner pages are 70gsm white paper and 130 gsm paper, cover are multicolour 300gsm art board, Graph Red Color	250 each
4	Biochemistry Practical Record	160-70gsm 16 - 110gsm	1	177	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
5	Anatomy Log Book	40	1	41	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
6	Physiology Log Book	36	1	37	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
7	Biochemistry Log Book	32	1	33	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
8	Family Adoption	32	1	33	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
9	Community Medicine Log Book	32	1	33	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
10	Pharmacology Log Book	40	1	41	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
11	Pharmacology Practical Record	256	1	257	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
12	Pathology Log Book	40	1	41	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
13	Pathology Practical Record	160	1	161	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
14	Microbiology Log Book	40	1	41	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
15	Microbiology Practical Record	218	1	219	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
16	Community Medicine Practical Record	144	1	145	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
17	FMT Practical Records	208	1	209	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
18	FMT Log Book	28	1	29	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each

**SPECIFICATION OF PRINTING AND SUPPLY OF PRACTICAL RECORD AND LOG BOOK FOR MBBS STUDENTS
MKCG MEDICAL COLLEGE, BERHAMPUR**

Sl. No.	Description	Approx. Pages	Cover page	Total page	Good Paper Quality	Quantity
19	Ophthalmology Practical Record	44	1	45	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
20	ENT Practical Record	116	1	117	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
21	Medicine Log Book	198	1	199	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
22	Surgery Practical Record	218	1	219	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
23	Obstetrics Practical Records	42	1	43	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
24	Gynaecology & Labour Practical Records	120	1	121	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
25	Gynaecology Practical Records	68	1	69	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
26	Paediatrics Practical Record & Log Book	124	1	125	Inner pages are 70gsm white paper, cover are multicolour 300gsm art board	250 each
27	Interns Diary	108		102	Inner pages are 70gsm white paper, cover are single colour 300gsm art board	250 each

N.B.: THE ABOVE PAGES MAY INCREASE OR DECREASE AS PER REQUIREMENTS.