



ODISHA STATE MEDICAL CORPORATION LIMITED (OSMCL)

No. OSMC/2018-19/SER-HR/04

Date: 08.01.2019

NOTICE INVITING TENDER FOR SUPPLY OF FURNITURE

Odisha State Medical Corporation Limited (OSMCL) invites sealed bids from different eligible Bidders (Manufacturers/ Authorized Dealers) having GST registration for **Supply of Furniture** to different warehouses of Odisha as well as the Head Office of Odisha State Medical Corporation Ltd., Bhubaneswar. The bid document with all information relating to the bidding process such as cost of bid document, EMD, Eligibility Criteria, Terms & Conditions, etc. is available on the website www.osmcl.nic.in, which may be downloaded for use. A Pre-Bid Meeting will be held in the Tender Hall of OSMCL on **16.01.2019** at **11 A.M.** Interested parties may submit their bids super-scribing as **“Tender for Supply of Furniture in reference to Advertisement No.-----dt.-----”** to the undersigned through registered post/ speed post/ courier only, which should reach **on or before 4 P.M. of 31.01.2019 positively** and the same will be opened at **4.30 P.M. on the same day** by a Committee in presence of the Participants, who wish to attend the Bid Opening Meeting. The undersigned reserves the right to reject any or all the bids without assigning any reason thereof.

Sd/-

Managing Director

Odisha State Medical Corporation Limited (OSMCL)

Convent Square, Bhubaneswar-751007, Odisha, Ph. No.-(0674) 2380660, 2380950,
Website: www.osmcl.nic.in, E-mail: adm.osmcl@nic.in



ODISHA STATE MEDICAL CORPORATION LIMITED (OSMCL)

TERMS AND CONDITIONS FOR SUPPLY OF FURNITURE

1. Bids are invited for 14 nos. of items. Firms/ Agencies shall be selected item-wise.
2. Bidders may submit bids for one or more than one no. of item.
3. **Availability of bid document:** The prospective bidders may download the bid document directly from the website **www.osmcl.nic.in** and submit the same to OSMCL along with the cost of bid document for **₹.2,240/- (Rupees Two Thousand Two Hundred and Forty) only (including GST) (non-refundable)** in shape of Demand Draft/ Pay Order from any Nationalized/ Scheduled Bank in favour of **Odisha State Medical Corporation Ltd.**, payable at **Bhubaneswar**.
4. Bidders have to submit the cost of bid document for **₹.2,240/-** only even if they submit bids for one or more than one no. of item.
5. The cost of bid document and EMD should be submitted separately in separate Demand Draft/ Pay Order.
6. To establish the conformity of the goods as per this Bid Document, the Bidders shall furnish as part of their bids the documentary evidences such as technical brochures, etc. that the goods conform to the technical specifications and standards specified in **Annexure-II**.
7. In case of any bid amendment and clarification, responsibility lies with the bidders to download the same from the Corporation website **www.osmcl.nic.in** before last date & time of submitting the bids.
8. A Pre-Bid Meeting will be held in the Tender Hall of OSMCL on **16.01.2019** at **11 A.M.**
9. The bids should reach the office of the OSMCL, Bhubaneswar by **4 P.M.** of **31.01.2019** through registered post/ speed post/ courier only and the bids will be opened at **4.30 P.M. on the same day**. In case this date happens to be a holiday for OSMCL for any reason, the bids will be received and opened on the immediate next working day at the same designated time & place. **There is no system of receipt of bids through drop box or by hand.**

10. Bidders may be present in person or through their representative (s) during the opening of bids at **4.30 P.M.** on **31.01.2019**.

11. The financial bids of those bidders shall be opened who will qualify in the technical bids.

12. Bid Price:

- a) The bids shall be submitted in two bid system i.e. Technical Bid & Financial Bid. The Financial Bid shall contain only the Price Bid and the Technical Bid shall contain all other documents as per the tender terms along with EMD & cost of bid document **except Price Format. The Technical Bid & Financial Bid should be covered in two separate envelopes clearly writing on the top of the envelop as Technical Bid & Financial Bid respectively and these two bids shall be covered in a big envelope clearly mentioning on the envelop "Tender for Supply of Furniture in reference to Advertisement No.-----dt.-----"**.
- b) The list of items along with the price format is placed at **Annexure-I**, which should be filled up and submitted.

13. EMD:

- a) The bidders shall submit EMD in shape of Demand Draft/ Pay Order in favour of **Odisha State Medical Corporation Ltd.**, payable at **Bhubaneswar** as follows –

Item No.	Name of the Item	EMD (in ₹.)
1	High Back Chair	7,000/-
2	Mid Back Chair	13,000/-
3	Visitor's Chair	19,000/-
4	Office Table	29,000/-
5	Computer Table	6,000/-
6	Almirah without inside Locker	33,000/-
7	Filing Cabinet	2,000/-
8	Sofa (3 Seater)	2,500/
9	Centre Table	2,000/
10.	Book Case	1,000/
11	File Rack	1,000/
12	Cushioned Plastic Chairs with Arms	10,000/
13	Dining Table	2,500/
14	Dining Chair	1,500/

- b) Any bid not accompanied with the requisite EMD shall be summarily rejected.
- c) Local MSEs i.e. MSEs (original manufacturers of products) registered in Odisha with the respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC & NSIC shall be exempted from submission of EMD, subject to submission of the valid registration certificates from the concerned authorities.
- d) EMD will be forfeited if (i) a bidder withdraws his bid during the period of bid validity or (ii) the successful bidder fails to submit the Performance Security.

14. Bids shall remain valid for a period not less than **120 days** after the last date of submission specified in the bid document.

15. Notwithstanding the above, the Corporation reserves the right to accept or reject any or all bids and to cancel the bidding process at any time prior to the issue of Purchase Order.

16. Performance Security:

- a) The successful bidder will submit Performance Security for **an amount equal to 10% of the contract value** in shape of Demand Draft/ Pay Order from any Nationalized/ Scheduled Bank in favour of “**Odisha State Medical Corporation Ltd.**”, payable at **Bhubaneswar**.
- b) The successful local MSE bidder shall have to pay 25% of the prescribed Performance Security.
- c) The EMD of all the bidders shall be returned after the successful Bidder submits the Performance Security. If the successful bidder fails to submit the Performance Security, the EMD of the successful bidder will be forfeited and the bidder may be debarred from participating in the tenders relating to furniture by OSMCL for three years.
- d) The Performance Security of the successful bidder will be returned to the bidder without interest only after successful completion of the contract period.

17. Eligibility Criteria

The bidders must fulfill the following eligibility criteria to participate in the bidding process -

a) Must have supplied furniture to at least two Government/ Semi-Government/ Public Sector Undertaking Clients during last three financial years i.e. 2015-16, 2016-17 & 2017-18.

(Self-attested copies of Purchase Orders received from Government/ Semi-Government/ Public Sector Undertaking Clients during last three years i.e. 2015-16, 2016-17 & 2017-18 to be furnished along with information in Annexure–V.)

b) Must have minimum Annual Turnover of **₹.100 Lakh** during each of the last 3 Financial Years i.e. 2015-16, 2016-17 & 2017-18.

(Self-attested copy of Turnover Certificate in original issued by a Chartered Accountant for last three years i.e. 2015-16, 2016-17 & 2017-18 as in Annexure-VI to be furnished. Provisional turnover shall not be considered.)

c) Must have ISO 9001 certification.

(Self-attested copy of ISO 9001 Certificate to be furnished.)

Apart from above, the bidders shall also furnish the following documents-

- One copy of this bid document duly signed by the bidder
- Checklist in **Annexure-IV**
- Required Cost of Bid Document
- Required EMD
- Self-attested copy of Certificate of Incorporation/ Registration/ Partnership Deed, etc.
- Self-attested copy of Manufacturer's Offer Form [if the Bidder is the Original Equipment Manufacturer (OEM)] in **Annexure-VII**
- Self-attested copy of Manufacturer's Authorization Form in **Annexure-VIII** or Dealership Certificate (if the Bidder is an authorized Distributor/ Dealer)
- Self-attested copy of GST Registration Certificate
- Self-attested copy of PAN Card
- In case of Local MSEs i.e. MSEs registered in Odisha, valid Registration Certificates from the concerned authorities.
- Financial Bid as per **Annexure-I**

- Declaration in ₹.100/- stamp paper to the effect that the firm has not been blacklisted by any Public Authority as per **Annexure-IX**.

18. Evaluation and Selection

- a) The bids shall be evaluated in two stages i.e. (1) evaluation of technical bids and (2) evaluation of financial bids.
- b) The financial bids of those bidders who will qualify in the technical evaluation shall be opened.
- c) Financial bids shall be opened in the presence of the technically qualified bidders/ their representatives having authorization of the bidders in the address given below –
O/o Odisha State Medical Corporation Ltd.
Convent Square, Bhubaneswar – 751007.

Date & Time of opening of financial bids shall be communicated to the technically qualified bidders through e-mail & sms.

- d) For evaluation, Price excluding GST shall be taken into consideration.
(Column '6' of Annexure-I: Financial Bid).

19. Award of Contract:

- 19.1 Contract shall be awarded item-wise to the bidders whose bids will be determined to be substantially responsive and who have quoted the lowest rates for those items.
- 19.2 In case two or more technically qualified Firms quote the lowest price for an item, the Firm with the higher average annual turnover during the last 3 F.Y.s i.e. 2015-16, 2016-17 & 2017-18 shall be awarded the contract for that item.
- 19.3 Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.

20. Purchaser's Right to Vary Quantities at the Time of Award:

At the time the Contract is awarded, the Purchaser reserves the right to increase or decrease the quantity of goods specified in this bid document substantially without any change in the unit prices or other terms & conditions of the bid and the bidding documents.

21. Delivery Period:

21.1 The items shall be delivered within 60 days from the date of issue of Purchase Order.

21.2 The locations where the items shall be delivered, are attached at **Annexure-III**.

22. Payment:

22.1 Payment shall be made after the supply and installation of all the items as per the Purchase Order and submission of Stock Entry Certificates & Bills.

22.2 In case any defect is noticed while using the items, the same will be replaced by the supplier immediately and no payment will be made for the defective items.

23. Penalty:

23.1 Supply of materials should be made within 60 days from the date of issue of the Purchase Order, failing which Liquidated Damage will be charged @ 1% per week or part thereof on the value of delayed goods, subject to a maximum of 4% of Purchase Order value, which will be deducted from the payment due.

23.2 If the successful bidder fails to execute the order i.e. supply of all the items of the Purchase Order within 88 days of issue of the Purchase Order, the Performance Security of the bidder will be forfeited and action may be initiated to blacklist the firm.

24. Termination:

OSMCL shall have the discretion to terminate the contract at any time by giving 15 days' notice whereupon the agency will immediately cease the provision of the services.

25. Discretion of Authority:

OSMCL reserves the right:

- a) To reject the entire tender, without assigning any reason thereof.
- b) To cancel the purchase order in the event of unsatisfactory supply/ delay in supply of materials/ supply of inferior goods or non-observance of the relevant clauses of the bid document.

26. Arbitration:

OSMCL and the selected agency will make every effort to resolve amicably by direct negotiation, any disagreement or dispute arising between them under or in

connection with the work assigned. In case of their failure to resolve the dispute/s, the matter will be referred to Managing Director, OSMCL whose decision will be final and binding on both the parties. The arbitration proceedings if any shall be held in Bhubaneswar.

27. Legal Jurisdiction:

All legal disputes are subject to the jurisdiction of Bhubaneswar courts only.

Annexure-I: Financial Bid

Price Format

Item No.	Name of the Item	Quantity (No.)	Brand quoted by the Bidder	Unit Rate inclusive of transportation, insurance and other services required to convey the goods to their final destinations, excluding GST (in ₹.)	Total Price Excluding GST (in ₹.)	GST		Total Price including GST (in ₹.)
						%	Amount (in ₹.)	
1	2	3	4	5	6 (=3x5)	7	8	9 (=6+8)
1	High Back Chair (Godrej/Durian/Equivalent)	36						
2	Mid Back Chair (Godrej/Durian/Equivalent)	76						
3	Visitor's Chair (Godrej/Durian/Equivalent)	146						
4	Office Table (Godrej/Durian/Equivalent)	113						
5	Computer Table (Godrej/Durian/Equivalent)	38						
6	Almirah without inside Locker (Godrej/Durian/Equivalent)	78						
7	Filing Cabinet (Godrej/Durian/Equivalent)	5						
8	Sofa (3 Seater) (Godrej/Durian/Equivalent)	5						
9	Centre Table (Godrej/Durian/Equivalent)	5						
10	Book Case (Godrej/Durian/Equivalent)	2						
11	File Rack (Godrej/Durian/Equivalent)	2						
12	Cushioned Plastic Chairs with Arms (Supreme/Equivalent)	100						
13	Dining Table (Godrej/Durian/Equivalent)	6						
14	Dining Chair (Godrej/Durian/Equivalent)	30						
Total								

Total Price Excluding GST (Col. 6 above): ₹. (Rupees) only

Note:

1. If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the nos., the unit price shall prevail and the line item total shall be accordingly corrected.
2. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be accordingly corrected.

3. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case, the amount in figures shall prevail subject to (1) and (2) above.
4. If the firm submitting the lowest evaluated bid does not accept the correction of errors, its proposal shall be rejected.

Seal and Signature of the Bidder

Annexure-II

TECHNICAL SPECIFICATIONS
(To be furnished in Cover "A" - Technical Bid)

Item No.	Name of the Item	Technical Specification	Minimum Warranty Period
1	High Back Chair	i. Width : 76.3 CM ii. Depth : 76.3 CM iii. Height : 97.0 - 109.0 CM iv. Seat Height : 42.5 - 54.5 CM	1 Year
2	Mid Back Chair	i. Width : 76.3 CM ii. Depth : 76.3 CM iii. Height : 85.5 - 97.5 CM iv. Seat Height : 42.5 - 54.5 CM	1 Year
3	Visitor's Chair	i. Width : 61.4 CM ii. Depth : 64.5 CM iii. Height : 89.5 CM iv. Seat Height : 46.5 CM	1 Year
4	Office Table	i. Size: D 910 x L 1800 X H 750 mm ii. Executive table 25mm pre-laminated top with 3 drawers on right side and with locker and shelf on other side foot rest and knee cover. iii. Locking System for all the drawer with single key in duplicate iv. Made of CRCA steel with frame 18 gauge square pipes. v. Colour olive green or TA grey. vi. Painted with superior quality enamel paint. vii. Base should be provided with injection moulded black polypropylene hub caps.	1 Year
5	Computer Table	i. Size: 48" x 24" x 30" ii. Should be made of ISI mark commercial board (Green Board/ Duro Make/ Equivalent) of 19 mm thickness iii. Should have sliding keyboard tray, powder coated frame, storage shelf for CVT with 3 (three) drawers	1 Year
6	Almirah without inside Locker	i. Plain with 4 Shelves ii. Product Size: 916mm (W) X 486mm(D) X 1980mm (H) - Excluding Leveller iii. Construction & Material: <ul style="list-style-type: none"> • Welded construction • 0.7mm thk (± 0.07mm) CRCA* for shelf • 0.8mm thk (± 0.08mm) High yield strength CRCA** for doors and back • 0.9mm thk (± 0.08mm) CRCA* for all other components. • *CRCA 'D' grade as per IS:513 • **CRCA 'D' grade high yield strength as per IS:513 iv. Locking & Handle: <ul style="list-style-type: none"> • Mazak Handle • Three way locking mechanism with shooting bolt iv. Shelving: <ul style="list-style-type: none"> • Height wise adjustable shelf mounting 	1 Year

Item No.	Name of the Item	Technical Specification	Minimum Warranty Period
		<ul style="list-style-type: none"> • Uniformly Distributed Load Capacity per each full shelf is 40 Kg maximum • 4 Nos. of adjustable full Shelf • Box file A4 size (85WX345HX285D) for storing vertically on three shelves and the clear space above fourth shelf of 240mm v. Leveler: <ul style="list-style-type: none"> • M10 screw type leveller with hex plastic base vi. Finish: <ul style="list-style-type: none"> • Epoxy Powder coated to the thickness of 40 to 60 microms 	
7	Filing Cabinet	i. Width(W) : 2.5 foot ii. Depth (D) : 1.5 foot iii. Height (H) : 4.5 foot iv. Made of CRCA steel of 22 gauge v. There should be Three (03) drawer type compartments with heavy duty sliding channel and steel handles for each drawer vi. Should be anticorrosive treatment oven baking and spot welding duly painted with superior quality enamel paint. vii. Base should be provided with injection moulded black polypropylene hub caps as suitable for the design.	1 Year
8	Sofa (3 Seater)	i. Upholstery: PVC ii. Frame Material: Tropical Solid Wood joined by means of hardened steel screws and steel bolts, as well as glue. iii. Seat Foam: Slab stock foam along with recron sheet. Foam Density: 17 kg/ cubic cm. iv. Back Foam: Slab stock foam with recron fill. Foam Density: 17 kg/ cubic cm. v. Webbing: S-spring with cross membrane vi. Width(W): 1750 mm vii. Depth (D): 860 mm viii. Height (H): 800 mm	1 Year
9	Centre Table	i. Table Legs Materials & Size: Oval Metal Tube Thick : 1.5mm ii. Table Top Materials & Size: L X W X T : 1100 X 600 X 8mm iii. Table Bottom Materials & Size: L X W X T : 1100 X 600 X 6mm	1 Year
10	Book Case	i. Product Size : <ul style="list-style-type: none"> • 914 mm (W) x 320 mm (D) • Height for 4 Door – 1742 mm (Only Metal Top option) • Height for 2 Door – 940 mm with PLB wooden top (922ht+188mm PLB) or 947mm with post formed edge top (922ht+25mm PPB). ii. Construction & Material: <ul style="list-style-type: none"> • Rigid Knock down construction • Top, side, back made out of 0.7mm thk CRCA steel & stiff. 	1 Year

Item No.	Name of the Item	Technical Specification	Minimum Warranty Period
		<p>Frame, bottom, shelves made out of 0.8mm thk CRCA steel confirming to IS-513, Gr.D</p> <p>iii. Configuration (Doors):</p> <ul style="list-style-type: none"> • 4 Door <p>iv. Door Features/ Locking:</p> <ul style="list-style-type: none"> • Each Door having Cam lock with common key • Each Door having 4 mm thk transparent toughened glass for clear inside vision secured in a Metal Frame through rubber gasket • Each door having a Scissor mechanism for receding inside the top of respective compartment ensuring parallel & smooth movement. • Each door having Plastic side end caps as Handle <p>v. Shelves:</p> <ul style="list-style-type: none"> • Each compartment having storage shelf • Uniformly Distributed Load Capacity per each shelf of 80 Kg maximum <p>vi. Top Panel:</p> <ul style="list-style-type: none"> • Metal Top Panel <p>vii. Finish: Epoxy Polyester Powder coated to the thickness of 40 to 60 microns</p>	
11	File Rack	<p>i. Height : 2438 MM</p> <p>ii. Depth : 371 MM</p> <p>iii. Number of Panels: 8 Nos.</p> <p>iv. Rated Capacity per Panel (UDL) : 100 Kg</p> <p>v. Rated Capacity per Rack (UDL) : 700 Kg</p>	1 Year
12	Cushioned Plastic Chairs with Arms	<p>i. Upholstery Type: Cushion</p> <p>ii. W x H x D: 50 mm x 70 mm x 50 mm</p>	1 Year
13	Dining Table	<p>i. Work-Surface: PVC foiled:</p> <ul style="list-style-type: none"> • 24 to 26mm Thick • Base Material – 25mm MDF board • PVC Membrane foil on top 8x2mm deep groove on centre of the table as graphics • Specially profiled edge to prevent striping of foil & comfortable touch • Brown laminate on bottom surface <p>PU painted:</p> <ul style="list-style-type: none"> • 24 to 26mm Thick • Base Material – 25mm MDF board • On top PU painting of Minimum 2H hardness with 75% gloss. • Combination color Graphics on the centre. • Specially profiled edge for comfort. <p>ii. Understructure:</p>	1 Year

Item No.	Name of the Item	Technical Specification	Minimum Warranty Period
		<ul style="list-style-type: none"> • Bend pipe under structure of MS Powder coated • Pipe dia 38mm, 2mm thk. • Fitted with top by SS machine screws iii. Legs: <ul style="list-style-type: none"> • MS powder coated legs for PU top & SS legs for membrane top • 38mm dia pipe legs fixed with under structure and table top iv. Glide: Plastic Glide fixed at the under structure v. Size: 1090 x 1175 x 1135 mm	
14	Dining Chair	i. Seat/ Back: The Seat and Back should be made up of injection moulded high impact strength Polypropylene polymer compound with indoor grade UV resistance <ul style="list-style-type: none"> • Seat size : 52.5 cm (W) x 53.2 cm (D) • Back size : 51.6 cm (W) x 40.5 cm (H) ii. M.S. Powder Coated understructure: Powder coated (DFT 40 to 60 microns) welded tubular frame, made from 2.18 to 2.25 cm X 0.15 to 0.18 cm M.S.E.R.W. tube. iii. Powder Coated Beam Structure For Lounge : Powder coated (DFT 40 to 60 microns) welded Beam M.S. Structure, made from 5.05 to 5.10 cm x 5.05 to 5.10 cm x 0.16 x 0.0128 cm. 0.305 to 0.325 cm thk HR steel plate. iv. Shoe: Should be made of high impact strength Polypropylene polymer compound with indoor grade UV resistance and pressed fitted with tubular frame. v. Armrest: Should be made of high impact strength Polypropylene polymer compound with indoor grade UV resistance and assembled over the tubular frame. vi. Desklet: Should be made of 1.75 to 1.85 cm. thk, pre-laminated particleboard with 0.15 to 0.25 cm. thk., injection moulded Polypropylene all around and front & back adjustment of 4.40 to 4.45 cm. Outer Dimension: 31.4 to 31.6 cm (W) x 46 to 47 cm (D) vii. Paper Tray: Should be made of 0.3 to 0.4 cm M.S. rod with powder coated (DFT 40 to 60 microns). Size: 40 cm (W) x 36 cm (D) x 22 cm (H) viii. Upholstery: The upholstery cover should be retro fitted on to seat and back. The seat cover should be made from high abrasion resistance fabric with foam lamination and 2.5 cm PU Foam insert. The back cover should be made from high abrasion resistance fabric with foam lamination and 0.1 cm PU Foam insert.	1 Year

Annexure-III**LOCATIONS WHERE FURNITURE IS TO BE SUPPLIED & INSTALLED**

Sl. No.	District	Central Drug Store (CDS)/ District Warehouse (DWH)/ Warehouse (WH)/ Headquarter (HQ)	Address	High Back Chair	Mid Back Chair	Visitor's Chair	Office Table	Computer Table	Almirah without inside Locker	Filing Cabinet , Sofa (3 Seater), Centre Table, Book Case, File Rack, Cushioned Plastic Chairs with Arms, Dining Table & Dining Chair
1.	Angul	DWH	Campus of Dist. Head Qr. Hospital, Angul	1	2	4	3	1	2	-
2.	Balasore	DWH	Campus of Dist. Head Qr. Hospital, Balasore	1	2	4	3	1	2	-
3.	Baragarh	DWH	Campus of Dist. Head Qr. Hospital, Baragarh	1	2	4	3	1	2	-
4.	Bhadrak	DWH	Near Dist. Head Qr. Hospital, Bhadrak	1	2	4	3	1	2	-
5.	Bolangir	DWH	Campus of Dist. Head Qr. Hospital, Bolangir	1	2	4	3	1	2	-
6.	Boudh	DWH	Campus of Dist. Head Qr. Hospital, Boudh	1	2	4	3	1	2	-
7.	Cuttack	DWH	Campus of City Hospital, Cuttack	1	2	4	3	1	2	-
		WH	Campus of SCB MCH, Cuttack	1	3	4	3	1	2	-
		WH	Campus of Shishu Bhawan, Cuttack	1	1	2	2	1	2	-
		WH	Mental Health Institute, Campus of SCB MCH, Mangalabag, Cuttack	1	1	2	2	1	1	-
		WH	Campus of Acharya Harihar Regional Cancer Centre, Cuttack	1	2	4	3	1	2	-
8.	Deogarh	DWH	Campus of Dist. Head Qr. Hospital, Deogarh	1	2	4	3	1	2	-

Sl. No.	District	Central Drug Store (CDS)/ District Warehouse (DWH)/ Warehouse (WH)/ Headquarter (HQ)	Address	High Back Chair	Mid Back Chair	Visitor's Chair	Office Table	Computer Table	Almirah without inside Locker	Filing Cabinet , Sofa (3 Seater), Centre Table, Book Case, File Rack, Cushioned Plastic Chairs with Arms, Dining Table & Dining Chair
9.	Dhenkanal	DWH	Near Dist. Head Qr. Hospital, Dhenkanal	1	2	4	3	1	2	-
10.	Gajapati	DWH	Near Campus of Dist. Head Qr. Hospital, Gajapati, At/P.O.- Paralakhemundi	1	2	4	3	1	2	-
11.	Ganjam	DWH	Campus of Office of CDMO, Ganjam, At/P.O. – Berhampur	1	2	4	3	1	2	-
		WH	Campus of MKCG MCH, Berhampur	1	2	4	3	1	2	-
12.	Jagatsinghpur	DWH	Campus of Dist. Head Qr. Hospital, Jagatsinghpur	1	2	4	3	1	2	-
13.	Jajpur	DWH	Campus of Dist. Head Qr. Hospital, Jajpur	1	2	4	3	1	2	-
14.	Jharsuguda	DWH	Campus of Dist. Head Qr. Hospital, Jharsuguda	1	2	4	3	1	2	-
15.	Kalahandi	DWH	Campus of Dist. Head Qr. Hospital, Kalahandi, At/P.O.- Bhawanipatna	1	2	4	3	1	2	-
16.	Kandhamal	DWH	Campus of Dist. Head Qr. Hospital Kandhamal	1	2	4	3	1	2	-
17.	Kendrapara	DWH	Campus of Dist. Head Qr. Hospital, Kendrapara	1	2	4	3	1	2	-
18.	Keonjhar	DWH	Campus of Dist. Head Qr. Hospital, Keonjhar	1	2	4	3	1	2	-
19.	Khurda	DWH	Campus of Dist. Head Qr. Hospital, Khurda	1	2	4	3	1	2	-

Sl. No.	District	Central Drug Store (CDS)/ District Warehouse (DWH)/ Warehouse (WH)/ Headquarter (HQ)	Address	High Back Chair	Mid Back Chair	Visitor's Chair	Office Table	Computer Table	Almirah without inside Locker	Filing Cabinet , Sofa (3 Seater), Centre Table, Book Case, File Rack, Cushioned Plastic Chairs with Arms, Dining Table & Dining Chair
		WH	Campus of Capital Hospital, Bhubaneswar	-	1	-	2	-	2	-
		CDS	Campus of OSMCL, Bhubaneswar	-	4	6	4	2	3	-
		HQ	Campus of OSMCL, Bhubaneswar	-	-	-	-	-	-	5, 5, 5, 2, 2, 100, 6 & 30
20.	Koraput	DWH	Campus of Dist. Head Qr. Hospital, Koraput	-	1	-	1	-	2	-
21.	Malakangiri	DWH	Campus of Dist. Head Qr. Hospital, Malkangiri	1	2	4	3	1	2	-
22.	Mayurbhanj	DWH	Campus of Dist. Head Qr. Hospital, Mayurbhanj, At/P.O. - Baripada	1	2	4	3	1	2	-
23.	Nabarangpur	DWH	Campus of Dist. Head Qr. Hospital, Nabarangpur	1	2	4	3	1	2	-
24.	Nayagarh	DWH	Near Campus of Dist. Head Qr. Hospital, Nayagarh	1	2	4	3	1	2	-
25.	Nuapada	DWH	Campus of Dist. Head Qr. Hospital, Nuapada	1	2	4	3	1	2	-
26.	Puri	DWH	Campus of Dist. Head Qr. Hospital, Puri	1	2	4	3	1	2	-
27.	Rayagada	DWH	Campus of Office of CDMO, Rayagada	1	2	4	3	1	2	-
28.	Sambalpur	DWH	Campus of Dist. Head Qr. Hospital, Sambalpur	1	2	4	3	1	2	-
		WH	Campus of VIMSAR, Burla, Sambalpur	1	2	4	3	1	2	-

Sl. No.	District	Central Drug Store (CDS)/ District Warehouse (DWH)/ Warehouse (WH)/ Headquarter (HQ)	Address	High Back Chair	Mid Back Chair	Visitor's Chair	Office Table	Computer Table	Almirah without inside Locker	Filing Cabinet , Sofa (3 Seater), Centre Table, Book Case, File Rack, Cushioned Plastic Chairs with Arms, Dining Table & Dining Chair
29.	Sonepur	DWH	Campus of Dist. Head Qr. Hospital, Sonepur	1	2	4	3	1	2	-
30.	Sundargarh	DWH	Campus of Dist. Head Qr. Hospital, Sundergarh	1	2	4	3	1	2	-
		WH	Campus of RGH, Rourkela	1	1	4	3	1	2	-
Total				36	76	146	113	38	78	5, 5, 5, 2, 2, 100, 6 & 30

Note: 1) Total Locations = 40: HQ – 1, SDH – 1, DWH – 30 and WH – 8

2) Filing Cabinet (5 nos.), Sofa (3 Seater) (5 nos.), Centre Table (5 nos.), Book Case (2 nos.), File Rack (2 nos.), Cushioned Plastic Chairs with Arms (100 nos.), Dining Table (6 nos.) and Dining Chair (30 nos.) are to be supplied at OSMCL Headquarter.

Annexure-IV**CHECKLIST**

Sl. No.	Name of Document	Submitted (Yes/ No)	Page No.
1.	Cost of Bid Document for Rs.2,240/-		
2.	Earnest Money Deposit (EMD)		
3.	Self-attested copy of Certificate of Incorporation/ Registration/ Partnership Deed, etc.		
4.	Self-attested copy of Manufacturer's Offer Form (if the Bidder is the manufacturer)		
5.	Self-attested copy of Manufacturer's Authorization Form/ Dealership Certificate (if the Bidder is an authorized Distributor/ Dealer)		
6.	Self-attested copy of GST Registration Certificate		
7.	Self-attested copy of PAN Card		
8.	In case of Local MSEs i.e. MSEs registered in Odisha, valid Registration Certificates from the concerned authorities		
9.	Self-attested Turnover Certificate (original) for F.Y.s 2015-16, 2016-17 & 2017-18		
10.	Self-attested copy of ISO 9001 Certificate		
11.	Price Sheet as per price format		
12.	Self-attested proof copies of past experience during the financial years 2015-16, 2016-17 & 2017-18		
13.	Declaration in ₹.100/- stamp paper to the effect that the firm has not been blacklisted by any Public Authority		

Seal and Signature of the Bidder

Annexure-V

Format for submission of past performance during last 3 years i.e. 2015-16, 2016-17 & 2017-18

Sl. No.	Name of the Organization	Year	Order No. with Date	Order Value (₹.)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

Date:

Seal and Signature of the Bidder

Place:

Name and Address of the Bidder

TURNOVER CERTIFICATE

I hereby certify that M/s. _____ (Name & address _____)

is having the following annual turnover and the statement is true and correct -

Sl. No.	Financial Year	Turnover
1.	2015-16	₹. (Rupees only)
2.	2016-17	₹. (Rupees only)
3.	2017-18	₹. (Rupees only)

Seal and Signature of the Bidder:

Date:

Signature of Auditor/ Chartered Accountant

Membership No.:

Seal:

MANUFACTURER'S OFFER FORM
(To be furnished in Cover "A" - Technical Bid)

[To be submitted by the Manufacturer in case the bidder is the Manufacturer (OEM)]

No.

Dated:

To

The Managing Director

Odisha State Medical Corporation Ltd., Bhubaneswar

Dear Madam/ Sir,

Bid Reference No.: OSMC/2018-19/SER-HR/04, Date: 08.01.2019

Name of the Item:

1. We (name of the OEM) declare that we are the original manufacturers of the above item having registered office at(full address with telephone number/ fax number, e-mail ID and website), and having factories at _____ .
2. No company or firm or individual have been authorized to bid, negotiate and conclude the contract in regard to this business against this specific bid.
3. We hereby declare that we are willing to provide guarantee/ warranty and after sales service during the period of warranty/ CMC as per the above bid.
4. We also hereby declare that we have the capacity to manufacture, supply, install and commission the quantity of the items bided within the stipulated time.

(Name)

Date:

for and on behalf of M/s. _____

Place:

(Name of manufacturers)

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.

MANUFACTURER'S AUTHORIZATION FORM
(To be furnished in Cover "A" - Technical Bid)

(to be submitted by the authorized Distributor/ Dealer in case the bidder is the authorized Distributor/ Dealer of OEM)

No.

Date:

To

The Managing Director
Odisha State Medical Corporation Ltd, Bhubaneswar

Dear Madam/ Sir,

Bid Reference No.: OSMC/2018-19/SER-HR/04, Date: 08.01.2019

Name of the Item:

1. We (name of the OEM) are the original manufacturers of the above item 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) to submit bids and subsequently negotiate and sign the contract with you against the above bid no.
2. 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.
3. We also hereby undertake to provide full guarantee/ warranty as agreed by the bidder in the event the bidder is changed as the dealer or the bidder fails to provide satisfactory after sales and service during such period of warranty.
4. We also hereby declare that we have the capacity to manufacture, supply, install and commission the quantity of the items bided within the stipulated time.

Date:
Place:

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

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.

Declaration

To
The Managing Director
Odisha State Medical Corporation Ltd.,
Bhubaneswar

I/We _____ have carefully read the tender document and confirm my/ our eligibility as required. I/ We solemnly declare that I/ we have never been convicted by any court of law or blacklisted/ debarred on financial/ administrative/ techno-legal ground by any public authority. By submitting this bid, I/ we assure my/ our agreement to the terms and conditions of tender and will abide by the same if contract is awarded to me/ us.

Currently running criminal/civil suits against my/ our firm are:

(Write "NIL" if no court case pending otherwise give the list and enclose case details)

Seal and Signature of the Bidder

NOTE: To be given in ₹. 100/- stamp paper.

CONTRACT FORM

1. A Contract made on day of (Month), 2019 BETWEEN **Odisha State Medical Corporation Ltd. (OSMCL), Bhubaneswar** (hereinafter called "**1st Party**") of the one part AND (**Name & Address of the Supplier**) (hereinafter called "**2nd Party**", which expression shall, where the context so admits, be deemed to include his heirs/ successors/ executors/ administrators) of the other part.
2. Whereas the 2nd Party has been selected by OSMCL through an open tender issued vide Reference No. OSMC/2018-19/SER-HR/04 dated 08.01.2019, and accordingly the letter of award was issued vide No. xxxxxxxxxxxx dated xx.02.2019 inviting to execute the contract.
3. And whereas the 2nd Party agreed to supply **Furniture** to OSMCL, Bhubaneswar, as per the provisions in the bid document.
4. And whereas the 2nd Party has deposited the Performance Security of **₹.xxxxxxxxx (Rupees xxxxxxxxxxxx)** only vide DD No. xxxxxxxxxxxx dt.xx.02.2019 of _____(Name of Bank and Branch).

NOW THESE PRESENT WITNESSES AS FOLLOWS:

5. The following documents shall be deemed to form and be read and constructed as integral part of this Agreement, viz.:
 - a) Financial Bid submitted by the bidder;
 - b) Submissions and Declarations as part of the bid submitted; and
 - c) Purchaser's Notification of Award.
6. In consideration of the payments at the rates as mentioned in **Annexure I**, to be made by the 1st Party to the 2nd Party, the 2nd Party hereby covenants with the 1st Party to provide the agreed services in all respects as per the provisions of this contract.

7. The 1st Party hereby covenants to pay the 2nd Party in consideration of the provision of the agreed services, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed in the Contract.

8. Payment

8.1 Payment shall be made after the supply and installation of all the items as per the Purchase Order.

8.2 In case any defect is noticed while using the items, the same will be replaced by the Supplier immediately and no payment will be made for the defective items.

9. Penalty:

9.1 Supply of materials should be made within 60 days from the date of issue of the Purchase Order, failing which Liquidated Damage will be charged @ 1% per week or part thereof on the value of delayed goods, subject to a maximum of 4% of Purchase Order value, which will be deducted from the payment due.

9.2 If the successful bidder fails to execute the order i.e. supply of all the items of the Purchase Order within 88 days of issue of the Purchase Order, the Performance Security of the bidder will be forfeited and action may be initiated to blacklist the firm.

10. Termination:

OSMCL shall have the discretion to terminate the contract at any time by giving 15 days' notice whereupon the agency will immediately cease the provision of the services.

11. Discretion of Authority:

OSMCL reserves the right to cancel the purchase order in the event of unsatisfactory supply/ delay in supply of materials/ supply of inferior goods or non-observance of the relevant clauses of the bid document.

12. Arbitration:

OSMCL and the selected agency will make every effort to resolve amicably by direct negotiation, any disagreement or dispute arising between them under or in connection with the work assigned. In case of their failure to resolve the dispute/s, the matter will be referred to Managing Director, OSMCL whose decision will be final and binding on both the parties. The arbitration proceedings if any shall be

held in Bhubaneswar.

13. Legal Jurisdiction

All legal disputes are subject to the jurisdiction of Bhubaneswar courts only.

For and on behalf of the Agency

For and on behalf of the Corporation

Date:

Date:

1.Witness

1.Witness

2.Witness

2.Witness