



GLUCONATE HEALTH LIMITED

(A GOVT. OF WEST BENGAL UNDERTAKING)
Under Health & Family Welfare Department.
H.O. & R. O.: 2, Durga Charan Doctor Lane,
Kolkata - 700 014.

R.O. & H.O. Phone: 2265 0001/2/3
Fax : (033)2265 8537
Factory Phone: 2566 5936 /5479
Fax : (033)2566 2075
Website : www.gluconatehealth.co.in
e-mail : ghlpurchase@rediffmail.com

Tender Form : Two Bid System

Tender Ref.No –NIT/PT-20 /24-25

Dated: **08.08.2024.**

Tender ID : 2024_HFW_730551_1

Transportation of Medicines to Patna, Bihar as per Annex-1 .

Date & Time schedule:

Sl. No.	Particulars	Date & Time
01.	Documents online (Publishing Date)	08.08.24
02.	Documents download/sell start date (Online)	08.08.24 from 9.15 am
03.	Documents download/sell end date (Online)	22.08.24 at 3.00 pm
04.	Bid submission start date (Online)	08.08.24 from 9.30 pm
05.	Bid submission closing (Online)	22.08.24 at 3.00 pm
06.	Bid opening date for technical proposals (Online)	24.08.24 at 3.00 pm
07.	Date of uploading list for technically qualified bidder (Online)	Will be uploaded after technical bid evaluation
08.	Date & place for opening of Financial proposal (Online)	Will be uploaded after technical bid evaluation
09.	Date of uploading of list of bidders along with the offer rates through online <hr/> Also if necessary for further negotiation through offline for final rate	Will be uploaded after opening of financial bid.

Managing Director



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Dear Sirs,

You are requested to submit your lowest offer through e-tendering system only as per guidelines given.

The following conditions must be followed strictly

1. The rates quoted should be from Gluconate Health Limited at our factory at 1, Health Institute Road, Dumdum Cantonment, Kolkata 700065 to different destination..
2. The Transporter should provide big Lorry (Minimum 750 Cartons to Maximum 1500 Cartons) as & when required by the company
3. The credit period should be 15 days from the date of submission of bill along with proper documents (4th copy of bill & challan) duly signed and stamped from the concerned authority.
4. The terms & conditions as enumerated in the enclosed Annexure-II shall be complied with while submitted the offer. The rates quoted without complying with the above terms and conditions shall not be considered.
5. Please quote rates for each destination separately as per the format given.
6. Offers submitted with counter conditions will not be considered. The technical bids will be rejected if the terms and conditions of the tender are not compliance with.
7. The offers should be kept valid for minimum period of one year during which no price escalation at any ground will be considered.

Finance Manager

Gluconate Health Ltd.



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GENERAL INFORMATION TO TENDERERS

1. (A) Object of the Contract

The Contractors shall transport medicines from our works of 1, Health Institute Road, Kolkata-65 to the CMOH office/DRS/ Hospitals of 29 Health Districts of West-Bengal as directed from time to time by the Authority of Gluconate Health Limited.

(B) Brief description of work

i) Transportation of Medicines from our Factory of 1, Health Institute Road, Kol-65 to Patna, Bihar.

ii) The Tenderer must get themselves fully acquainted with the size and location of godowns vis-a-vis loading /unloading points before submission of the tender. The rates quoted by Tenderer shall be deemed to have been done after such acquaintance. No Tenderer will be entitled to any compensation arising out of any misapprehension in this regard. Before tendering, the Tenderer must also get acquainted with the conditions of route to be taken by him for transportation of medicines. Once the tender is submitted, the Tenderer will be deemed to have fully acquainted himself with the route and he will not be entitled for any compensation on account of road blockade, diversions etc. on the route.

(C) Volume of work

No definite volume of work to be performed can be guaranteed during the currency of the contract. However, some items of general information are given in Annexure-I to the tender. The particulars given in the Annexure-I are intended merely to give the Tenderer an idea of the approximate quantum of work so as to help in making their own assessment for quoting the rates in accordance with the conditions of the Contract. It should be clearly understood that no guarantee is given that all the items of work as shown in the Annexure to tender will be required to be performed.

2. The Contract, if any, which may arise from this tender shall be governed by the terms and conditions of the Contract as set out in the invitation/General Information to the Tenderer and as given in the Annexures.

3. Qualification conditions for Bidding:

(I) **Tenderer should have experience of Transportation duly obtained from Manufacturer/PSU/Govt. Dept./Public Ltd. Company/Private Limited Company dealing in the field of Medicines .**

(II) Experience certificate shall be produced from customers stating proof of satisfactory execution and completion of the contract(s) besides duly certifying nature, period of contract, and value of work handled.

4. Disqualification Conditions.

(I) Tenderer who have been blacklisted or otherwise debarred by any department of Central or State Government or any other Public Sector Undertaking will be ineligible during the period of such blacklisting or for a period of five years, whichever is earlier.

(II) Any Tenderer whose contract with any department of Central or State Government or any other Public Sector Undertaking has been terminated before the expiry of the contract period at any point of time during last five years, will be ineligible.



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ANNEX-1

DESTINATION:

PATNA , BIHAR FROM OUR FACTORY AT DUM DUM CANTONMENT

EMD : NIL



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1. Necessary Earnest money will be deposited by the bidder electronically: online - through his net banking enabled bank account, maintained at any bank . Intending bidders will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective bank. For NEFT/RTGS, bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of payment of EMD.
2. In the event of e-filling, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Technical Bid and Financial bid both will be submitted concurrently duly digitally signed. Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per tender time schedule stated. The documents submitted by the bidders should be properly indexed & digitally signed.
3. Both Technical document and Financial bid are to be submitted in technical (Statutory& Non-statutory folder) and financial folder concurrently duly digitally signed in the website <https://wbtenders.gov.in>. The Technical document and Financial Bid submission : as per table given.
4. The Financial offer of the prospective bidder will be considered only if the Technical Document (both Statutory and Non-statutory) of the bidder found qualified by the authority.
5. Eligibility criteria for participation in the tender :
 - i) The prospective bidders shall have satisfactorily completed as a prime agency during the last 3 (three) years from the date of issue of this Notice the similar nature of supplies to State/Central Govt undertaking/Statutory Bodies and having a magnitude of 40% of the amount of the tender. (Non statutory documents)
 - ii) Valid up to date Income Tax return/GST Registration Certificate/ Trade License/ Turn over certificate are to be accompanied with the Technical documents to be submitted (Non Statutory documents).
6. Bids shall remain valid for a period not less than 365 (Three hundred sixty five) days after the deadline date for Financial Bid submission. Bid valid for a shorter period shall be rejected by the GHIL authority as non-responsive. If the bidder withdraws the bid during the period of bid validity, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
7. Earnest Money : As mentioned in the table.
8. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in ‘Instruction to Bidders’ before tendering the Bids.
9. Conditional/Incomplete tender will not be accepted under any circumstances.
10. The intending bidders are required to quote the rate on line as per the format given.



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11. Location of Critical Event :

Bid Opening : Online opening: At the Head Office of Gluconate Health Ltd at 2, Durgacharan Doctor Lane Kolkata -700014.

12. Qualification criteria : The tender inviting & Accepting Authority will determine the eligibility of each bidder, the bidders shall have to meet all the minimum criteria regarding :

a. Financial Capacity\Technical Capacity.

b. Experience/Credential

i) The eligibility of a bidder will be ascertained on the basis of the digitally signed documents in support of the minimum criteria as mentioned above. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder will be out rightly rejected at any stage without any prejudice.

13. Before issuance of the ORDER, the tender inviting authority may verify the credential and other documents of the lowest bidder if necessary. After verification if it is found that the documents submitted by the lowest bidder is either manufactured or false in that case order will not be issued in favour of the said bidder under any circumstances and the Earnest Money deposited by the bidder will be forfeited by the Tender Inviting Authority without assigning any reason thereof.

Finance Manager

Gluconate Health Ltd.



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ANNEXURE II

Ref : NIT/PT-20 /24-25

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TERMS & CONDITIONS

1. The Contractors shall transport medicines from our works of 1, Health Institute Road, Kiolkata-65 to Patna, Bihar. as per Annexure-I.
2. **It is not binding on the purchaser to place order on the lowest or any other tenderer against this enquiry. GHl reserves the right to cancel the tender without showing any reason.**
- 3 The Tenderer must get themselves fully acquainted with the size and location of go downs vis-a-vis loading /unloading points before submission of the tender. The rates quoted by Tenderer shall be deemed to have been done after such acquaintance. No Tenderer will be entitled to any compensation arising out of any misapprehension in this regard. Before tendering, the Tenderer must also get acquainted with the conditions of route to be taken by him for transportation of medicines. Once the tender is submitted, the Tenderer will be deemed to have fully acquainted himself with the route and he will not be entitled for any compensation on account of road blockade, diversions etc. on the route.
4. The offer shall be kept valid for a period of minimum 365 days from the date of opening of tenders.
- 5.No definite volume of work to be performed can be guaranteed during the currency of the contract. However, some items of general information are given in Annexure-I to the tender. The particulars given in the Appendix-I are intended merely to give the Tenderer an idea of the approximate quantum of work so as to help in making their own assessment for quoting the rates in accordance with the conditions of the Contract. It should be clearly understood that no guarantee is given that all the items of work as shown in the Annexure to tender will be required to be performed
- 6 Tenderer should have experience of Transportation duly obtained from Manufacturer/PSU/Govt. Dept./Public Ltd. Company/Private Limited Company dealing in the field of Medicines . Experience certificate shall be produced from customers stating proof of satisfactory execution and completion of the contract(s)
7. Tenderer who have been blacklisted or otherwise debarred by any department of Central or State Government or any other Public Sector Undertaking will be ineligible during the period of such blacklisting
8. The Contractor shall provide sufficient number of tarpaulins for each truck to cover the cartons of mdicines and take reasonable precautions to avoid wetting/damage/loss to medicines during the transport.



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9. **PAYMENT TERMS:** If otherwise not specified, 100% payment shall be released on 15 days from the date of submission of bill along with proper documents (4th copy of bill & Receipted challan) duly signed and stamped from the concerned authority.

22. Documentary evidences are to be submitted establishing the Bidder's qualification to perform the contract if the bid is accepted.

ABOVE TERMS ARE ACCEPTED
(Signature of Tenderer/Supplier with stamp)

Finance Manager
Gluconate Health Ltd.



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SECTION A

INSTRUCTION TO BIDDERS

General guidance for e-Tendering :

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

1. Registration of Contractor :

Any agency willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system; through logging on to <https://wbtenders.gov.in> , the Bidder is to click on the link for e-Tendering site as given on the web portal.

2. Digital Signature Certificate (DSC):

Each Bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. The Bidder can search & download NIT & Tender Document(s) electronically from computer once he logs on to the website using the Digital Signature Certificate. This is the only mode of collection of tender Documents.

3. Participation :

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm.

4. Submission of Tenders :

Tenders are to be submitted through online to the website in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

Bidders eligible for exemption of EMD as per Govt. rule may avail the same and necessary documents regarding the exemption of EMD must be uploaded

5. Technical Proposal :

The Technical proposal should contain scanned copies of the following in two covers (folders) :

Statutory Cover Containing the following documents :

- a) NIT along with terms and conditions (download properly and upload the same with signature and stamp). **Pages 1 to 9**

Non-Statutory Cover containing the following documents :

- (i) Registration Certificate under Company Act, (If any).
(ii) For prospective bidders having Credential for completion of similar nature of service.
(iii) Declaration (Ref:- As per format shown in Section-B)



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1. Tender Evaluation Committee (TEC)

Evaluation Committee constituted as Purchase Officer, Accounts Officer, Quality Assurance Manager & Senior Clerk will function as Evaluation Committee for selection of technically qualified contractors.

2. Exempted from EMD :

If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

3. Opening of Technical Proposal :

Technical proposals will be opened by the Managing Director, Purchase Manager, electronically from the website using their Digital Signature Certificate (DSC).

4. Intending bidders may remain present if they so desire.

5. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.

6. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

7. Summary list of technically qualified bidders will be uploaded on line.

8. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible bidders and the items for which their proposal will be considered will be uploaded in the web portals.

9. During evaluation the committee may summon of the bidders & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

10. Financial Proposal

(i) The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The bidder is to quote the rate on line through computer in the space marked for quoting rate in the BOQ.

(ii) The bidder Should fill up the page " Price Bid" positively.

(iii) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

(iv) Penalty for suppression / distortion of facts :

If any bidder fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the bidder and action may be referred to the appropriate authority for prosecution as per relevant IT Act.



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(v) Rejection of Bid :

The company reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Purchase Order without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

(vi) Award of Purchase Order:

The Bidder who's Bid has been accepted will be awarded the Purchase Order in specific format of the Company and will be notified accordingly.

Finance Manager



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SECTION -B DECLARATION

(To be furnished in The Company letter head duly signed by authorized person of the company)

1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection / claim will be raised by the under-signed.
2. The under-signed also hereby certifies that neither our firm M/s..... nor any of constituent partner had been debarred to participate in tender by the Gluconate Health Limited during the last 3 (three) years prior to the date of this NIT.
3. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and / or as requested by the Company to verify this statement.
4. The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Company.

Signed by an authorized officer of the firm

Name of the Firm with Seal

Date