



Government of West Bengal

Office of the Deputy Director (E&S)

C.M.S. E.S.I.(M.B.)Scheme W.B P-233 CIT Scheme Bagmari Road Kol-700054

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MEMO NO.: DESI / CS/2C=239/15/206

Date: 21/01/2019

Sub: Invitation to E-tender (Two Bid system): E-Tendering for “Selection of Carrying Contractor for carrying of Medicines, Equipments, other articles etc to and from ESI Central Medical Stores and ESI Hospitals / ESI RBOs / ESI SDs etc.”

(Note: All communications must be addressed to the officer named below by title only and not by name)

From : The Deputy Director (E&S)

C.M.S. E.S.I. (M.B.) Scheme W.B.

P-233 CIT Scheme, VII-M Bagmari Road, Kolkata-700054

To:

Sir,

E-tenders are invited (under Two Bid System – “TECHNICAL BID” & “FINANCIAL BID”) from reputed organizations/agencies for selection of carrying contractor for carrying of medicines, equipments, other articles etc. to and from ESI Central Medical Stores and ESI Hospitals / ESI RBOs / ESI SDs etc.

The “Tender Documents” comprising of *Terms and Conditions of Contract*, which will govern any contract made, **along with the Tender Application Form-1** and other relevant documents are enclosed herewith. If you are in a position to quote for the contract in accordance with the requirement stated in the attached schedule as per the terms and conditions stated, please submit your quotation by e-tendering.

The “tender documents” can be downloaded from the web site of The West Bengal Government e-Procurement System (<https://wbtenders.gov.in>) and in such case the same may be signed and submitted as per the e-tender procedures mentioned hereinafter.

Tender Participants are requested that, before quoting their rates or sending tender, the tender forms may please be read out thoroughly (line by line) so as to have a clear knowledge of the requirement contained therein, otherwise the C.M.S. authority will not be held responsible for any error / oversight of his own and the penalties shall be levied for not complying with the requirements stated herein or supply of the required item/services.

The form is Standard Form of E-Tender. Certain clause / clauses may not be applicable in some cases. So, Tender Participants are requested to ignore such clause / clauses, which are not applicable in the instant case.

Applicants are directed to submit the desired documents in chronological manner as per (A) qualifying Condition; (B) Essential Qualification (under heading of Technical Bid), as mentioned in the Terms & Conditions; (C) Checklist. **It is also advised to upload only the desired and necessary documents as laid in the Terms & Conditions.**

The Tender forms contain the Terms and Conditions, Application and Contract information and other relevant information. Declaration (on Rs. 100/- non judicial stamp paper) should be submitted in e-tender along with the technical bid and financial bid document, intact, after **filling up the same** and failing to which the tender shall be liable for rejection. Tender Participants must comply with the Check list for proposal provided with the tender form.

In the event of the space on the Schedule of contract / specifications of items / proforma being insufficient for the required purpose, additional pages may be added.

PARTICULARS

Period of submission of e-tender from	29/01/2019, 4.00 PM
Pre Bid Meeting	28/01/2019, 1.00 PM [At DD's Office of C.M.S. ESI (M.B.) Scheme, WB.]
Due Date & Time of submission of completed E-Tender Document	19.02.2019, 4.00 PM
Date & Time of Opening of Technical bid of e-tender	22.02.2019, 1.00 PM
Date & Time of Opening of Financial bid of e-tender	TO BE NOTIFIED LATER
Bid Security / Earnest Money	<p>For the process of EMD deposition: Refer to Govt. of West Bengal, Finance Department, <i>Audit Branch's Notification No. 3975-F(Y), Dated: 28-07-2016</i> EMD amount of Rs.50,000.00 (Rupees Fifty thousand only)</p> <p>Latest EMD Exemption certificate is to be provided if the bidder is exempted from submission of EMD.</p> <p><u>E-Tender Authority:</u> “ Deputy Director (E&S)”</p> <p style="text-align: center;"><i>C.M.S. ESI(M.B.) Scheme W.B. P-233, CIT Scheme, VII-M, Bagmari Road Kolkata-700054</i></p>
Performance guarantee / Security	Rs. 2,00,000.00 (Two Lakh Only)

The Deputy Director (E&S), C.M.S. ESI(M.B.) Scheme, WB does not pledge himself to accept the highest discount of any tender and reserves the right of accepting or rejecting the whole or any part of the tender without assigning any reason thereof. Canvassing in any form by the Tender Participants or his representative with any of the officials of C.M.S shall render the tender liable to be rejected. Acceptance by the authority shall be communicated in due course. You are requested that the instructions contained in the said communication should be acted upon immediately as asked for.

THE BID CAN BE UPLOADED UPTO 19.02.2019, 4.00 PM. ANY BID UPLOADED AFTER THE PRESCRIBED TIME SHALL NOT BE CONSIDERED IRRESPECTIVE OF RATES. THE BID WILL BE OPENED ON 22.02.2019, 1.00 PM

The bidder should carefully read, understand and seek clarifications, if any, before uploading the bid; no claim, whatsoever, will be entertained for any alleged ignorance thereof.


 Deputy Director (E&S)
 C.M.S. E.S.I. (M.B.) Scheme, W.B.