



Office of the Principal  
North Bengal Dental College & Hospital  
Sushrutanagar, Dist.- Darjeeling, Pin- 734012  
Email : [principalnbdc2012@gmail.com](mailto:principalnbdc2012@gmail.com)



Memo No. 882/NBDC&H

Date. 06/07/2023

**Notice inviting e-Tender for the "Supply of Consumable Dental Materials" at  
North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling, West Bengal. (2<sup>nd</sup> Call)**

**(PROCUREMENT OF MATERIALS WILL BE MADE IN QUARTERLY MODE THROUGHOUT THE F/Y 2023-2024  
AS PER REQUIREMENT)**

Principal, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling invites bids through e-Tender in two bid system (Technical & Financial) on behalf of the Department of Health & F.W, Govt. of West Bengal for obtaining the rate as per annexed list of Consumable Dental Material only from bonafide and resourceful MEDICAL/DENTAL GOODS SUPPLIERS. Necessary earnest money is to submitted for participation in the tender through the process as may be followed as per memorandum of the finance department audit branch bearing memo no – 3975-FY, dated 28-07-2016 (GRIPS):-

Name of Work	Tender Value	Earnest Money	Validity of the Tender
Supply of Consumable Dental Materials.	Below Rs.15,00,000/- (Rupees Fifteen lakhs Only)	Rs. 30,000/- (Thirty thousand only)	01 (one) year

Bid Uploading	Last date of submission	Technical Bid Opening	Financial Bid Opening
06.07.2023 05.00 PM onwards	14.07.2023 upto 12.00 hours as per server clock	17.07.2023 upto 12.30 PM	To be declared later

*[Handwritten Signature]*  
Principal  
North Bengal Dental College & Hospital  
Sushrutanagar, Darjeeling.  
Sushrutanagar-734012  
Date. 06/07/2023

Memo No. 882/1(17)/NBDC&H

Copy forwarded for information to:-

- 1) The DME, West Bengal, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata-700091.
- 2) The DHS, West Bengal, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata-700091.
- 3) The District Magistrate, Darjeeling (with the request to display on notice board for wide circulation).
- 4) The S.D.O., Siliguri, (with the request to display on notice board for wide circulation).
- 5) The A.E.O., SMP, Siliguri (with the request to display on notice board for wide circulation).
- 6) The C.M.O.H., Darjeeling.
- 7) The BDO, Matigara, Siliguri for display in Notice Board.
- 8) The Post Master, Sushrutanagar for display in Notice Board.
- 9) The Superintendent, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling
- 10) The Treasury Officer, Siliguri, Siliguri-I Treasury.
- 11) The Accounts Officer, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 12) The Asstt. Supdt. (NM), North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling
- 13) The In-charge, I.T Cell, Swasthya Bhawan, Kolkata with a request to publish on the departmental website.
- 14) The Head Clerk, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 15) Store, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 16) Notice Board, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 17) Office Copy.

*[Handwritten Signature]*  
Principal  
North Bengal Dental College & Hospital  
Sushrutanagar, Darjeeling.

Principal  
North Bengal Dental College & Hospital  
Sushrutanagar-734012



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## SECTION- I



### List of Important Dates

1.	Name of work	Supply of Consumable Dental Materials
2.	Tenure of the Supply	Throughout the F/Y 2023-2024 in quarterly mode. Supply should be completed within 07-10 days after receiving the Work Order every time.
3.	Contact Details	0353-2585300 9434462195 e-mail: <a href="mailto:principalnbdch2012@gmail.com">principalnbdch2012@gmail.com</a>
4.	Date of Publishing eNIT & other documents online	06/07/2023
5.	Online documents download start date	06/07/2023 Bid Document can be downloaded from <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> , <a href="http://www.wbhealth.gov.in">www.wbhealth.gov.in</a> & <a href="http://www.nbdch.in">www.nbdch.in</a>
6.	Time and Date of Pre-Bid Meeting/Enquiry	07/07/2023 at the Office of the Principal, at 02.00 PM
7.	Online Bid Submission start date& time	07/07/2023 at 05.00 pm onwards
8.	Online Bid submission closing date & time	14/07/2023 at 12-00 hours (as per server clock)
9.	Online opening date & time of Technical Bid	17/07/2023 (12.30 PM).
10.	Online opening date, time and place of opening Financial Bids	To be declared later
11.	Validity of the Bid	120 (one hundred twenty) days from the last date of bid submission

**NOTICE INVITING E-TENDER**

E-tenders are invited on behalf of department of Health & Family welfare, Govt. of West Bengal for the following



1.	Name of work	Supply of Consumable Dental Materials
2.	Location to supply	Central Store, North Bengal Dental College & Hospital, Sushrutanagar, Dist- Darjeeling, Pin- 734012
3.	Time of Completion of work order	Throughout the F/Y 2023-2024 in quarterly mode. Supply should be completed within 07-10 days after receiving the Work Order every time.
4.	Approx. Tender/Tender Value	Rs. 15,00,000/- inclusive of GST & other Taxes, installation fees, if any
5.	Earnest Money	Rs. 30,000.00 (2% of tender value). Earnest money may be submitted either by Net Banking (any listed bank) through ICICI Bank Payment Gateway or through RTGS/NEFT in favour of the Accounts Officer, North Bengal Dental College & Hospital (e-treasury). Exemption is allowed (proof of exemption to be uploaded). The scanned copy of the earnest money details must be uploaded at the time of submission of bid through e- tender. Corresponding bid stands cancelled if the EMD is not provided except exemption cases.
6.	Availability of Bid Documents	Bid documents will be available w.e.f. 06/07/2023 from the e-procurement portal <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> , <a href="http://www.wbhealth.gov.in">www.wbhealth.gov.in</a> & <a href="http://www.nbdch.in">www.nbdch.in</a>
7.	Site Visit	Bidders are advised to visit the site before submission of bid.
8.	Pre-Bid Meeting / Enquiry:	07/07/2023 at the Office of the Principal, at 02-00 pm.
9.	Online Bid Submission start date & time	07/07/2023 (05.00 P.M onwards)
10.	Online Bid submission closing date & time	14.07.2023 at 12.00 hrs (As per server clock)
11.	Procedure for submission of bid	Bidders are requested to submit their tenders through e-procurement portal <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> . If required, the bidders may be requested to submit the hard/ original copy of the technical bid at the time of verification of the documents. Tender document also be available from <a href="http://www.wbhealth.gov.in">www.wbhealth.gov.in</a> & <a href="http://www.nbdch.in">www.nbdch.in</a>
12.	Date, time and venue of opening of Technical Bid	17.07.2023 (12.30 PM onwards) at the office of the Principal.
13.	Online opening date, time and place of opening Financial Bids	Date and time of opening of Financial Bids will be intimated later to the technically qualified bidder(s).
14.	Validity of the bid	120 (one hundred twenty) days from the date of submission of e-tender.
15.	Taxation	Taxes on materials and/or finished work like works, contract tax, etc. in respect of this contract whether in vogue or may be imposed in future shall be payable by the contractor (supplier) and this office will not entertain any claim whatsoever in this respect. However any benefit due to reduction of taxes etc. shall be passed on to this Office.

**NOTE: Other details can be seen in the bidding document. This office reserves to itself the right to reject any or all the tenders received without assigning any reason thereof.**

## SECTION 2



### INSTRUCTION TO THE BIDDERS

#### 1. GENERAL:-

The present tender is being invited for **Supply of Consumable Dental Materials**. Bidders have to quote for all items. Item-wise rate is to be examined among all participated technically qualified bidders for finding lowest quoted bidder(L1) for each item

#### 2. ELIGIBLE BIDDERS: -

All agencies who have experiences for providing goods for three consecutive years i.e, 2019-20, 2020-21, 2021-22 and having working capital of at least ₹ 5 (five) Lakh in each year (2019-20, 2020-21, 2021-22) in the Consumable of accounts. The bidder should have the experience of completion of works in any of the Departments/Autonomous Institutions/ Hospitals/ Public Sector Undertakings of the Government of India or Government of West Bengal or any other State Government or Local Bodies/Municipalities.

#### 3. QUALIFICATION OF THE BIDDERS:-

The Bidder, to qualify for the award of contract, shall submit a written power of attorney authorizing the signatories of the bid for participating in the same.

The bidder shall submit full details of his ownership and control or, if the Bidder is a partnership, joint venture or consortium, full details of ownership and control of each member thereof are to be submitted.

Bidder or members of a partnership, joint venture or consortium shall submit a copy of PAN card No. under the Income Tax Act.

Bidder must submit copies of all documents required, duly self-attested, along with technical bid of the tender.

Each Bidder (each member in the case of partnership firm/joint venture/consortium) or any associate is required to confirm and declare with his bid that no agent, middle man or any intermediary has been, or will be engaged except authorized person, to provide any services, or any other item or work related to the award and performance of this contract. They will have to further confirm and declare that no agency commission or any payment which may be construed as an agency commission has been or will be paid and that the tender price will not include any such amount. If this office subsequently finds to the contrary, this office reserves the right to declare the Bidder as non-compliant and declare any contract, if already awarded, to the Bidder to be null and void.

Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.

#### 4. ONE BID PER BIDDER:-

Each bidder shall submit only one tender either by himself or as a partner in joint venture or as a member of consortium. If a bidder or if any of the partners in a joint venture or anyone of the members of the consortium participate in more than one bid, the bids are liable to be rejected.

#### 5. COST OF BID:-

The bidder shall bear all costs associated with the preparation and submission of his bid and this office will in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.

#### 6. VISIT TO DEPARTMENT:-

The bidder is advised to visit and acquaint himself with the operational system. The costs of visiting shall be borne by the bidder. It shall be deemed that the contractor (supplier) has undertaken a visit to this office and is aware of the operational conditions prior to the submission of the tender documents.

#### 7. TENDER DOCUMENTS:-

Contents of Tender Documents:

The Tender Invitation Document has been prepared for the purpose of inviting tender for **Supply of Consumable Dental Materials**. The Tender document comprises of:

- (a) Notice of Invitation of e-Tender.
- (b) Terms and Conditions.
- (c) Form of Bid (Annexure-I)
- (d) Scope of Work (Annexure-II)
- (e) Checklist for Technical Evaluation (Annexure-III)
- (f) Undertaking (Annexure-IV)
- (g) Form of Agreement (Annexure-V)
- (h) Price Bid (Annexure-VI)

The bidder is expected to examine all instructions, Forms, Terms and Conditions in the Tender document. Failure to furnish all information required by the Tender document or submission of a tender not substantially responsive to the Tender document in every respect will be at the bidder's risk and may result in rejection of his bid. The bidder shall not make any condition or cause to be made any alteration, erasure or obliteration to the text of the Tender document.



**a. CLARIFICATION OF TENDER DOCUMENT**

The bidder shall check the pages of all documents against page number given in indexes and, in the event of discovery of any discrepancy or missing pages the bidder shall inform this office. In case the bidder has any doubt about the meaning of anything contained in the tender document, he shall seek clarification from this office before submitting his bid at pre-bid meeting. All communications between the bidder and this Institution shall be carried out through e-mail or other means.

Except for any such written clarification by this office, which is expressly stated to be an addendum to the tender document issued by this office, no written or oral communication, presentation or explanation by any other employee of this office shall be taken to bind or fetter this office under the contract.

**b. PREPARATION OF BIDS**

**i. Language :-**

Bids and all accompanying document shall be in English only. In case any accompanying documents are in other languages, it shall be accompanied by an English translation. The English version shall prevail in matters of interpretation.

Documents Comprising the Bid:-

Tender document issued for the purposes of tender as described in Clause 7 and any amendments issued shall be deemed as incorporated in the Bid.

The bidder shall, on or before the date given in the Notice Invitation to Tender, submit his bid through online e-tender portal. One copy of the Tender document and Addenda, if any, thereto with each page signed and stamped shall be annexed to acknowledge the acceptance of the same.

**ii. Bid Prices:-**

Bidder shall quote their rates in Indian Rupees for the entire contract on a 'single responsibility' basis such that the Tender price covers contractor (supplier)'s all obligations mentioned in or to be reasonably inferred from the Tender document in respect of the supply at this office. This includes all the liabilities of the contractor (supplier) such as cost of supply mobilisation, all kinds of taxes etc. which should be clearly stated by the contractor (supplier)/agency.

The rates and prices quoted by the Bidder shall be including of GST & other taxes. The rate quoted shall be in reasonable market price and the same should be inclusive of all statutory obligations. The offers of those prospective bidders which do not meet the statutory requirements are liable to be rejected.

Conditional bids/offers will be summarily rejected.

**iii. Form of Bid: -**

The Form of Bid shall be completed in all respects and duly signed and stamped by an authorized and empowered representatives of the Bidder. If the Bidder comprises a partnership firm, consortium or a joint venture, the Form of Bid shall be signed by a duly authorized representative of each member of participant thereof. Signatures on the Form of Bid shall be witnessed and dated. Copies of relevant power of attorney shall be attached.

**iv. Currencies of Bid and Payment: -**

The Bidder shall submit his price bid/offer in Indian Rupees and payment under this contract will be made in Indian Rupees.

**v. Duration of Contract: -**

The contract may be valid initially for one year and this office reserves the right to curtail or to extend the validity of contract.

**vi. Bid Security: -**

The contractor (supplier)/agency shall deposit Earnest Money for an amount of ₹ 30,000/- (Thirty thousand only). The scanned copy of the earnest money details must be uploaded at the time of submission of bid through e-tender. Exemption of earnest money is allowed as per existing rule of the Govt. (Scanned copy of exemption certificate to be uploaded)

Any Tender not accompanied by EMD, or proof of exemption shall be rejected.

The L1 Bidder shall deposit Security Deposit by Net Banking (any listed bank) through ICICI Bank Payment Gateway or through RTGS/NEFT in favour of the Accounts Officer, North Bengal Dental College & Hospital (e-treasury) within 07 (seven)

days after issuance of "Letter of Acceptance".

Bid security along with EMD of the successful bidder shall be returned after successful completion of works and in due course of time.

EMD shall be forfeited if the bidder withdraws his bid during the period of Tender validity.

Bid Security alongwith EMD shall be forfeited if the successful bidder refuses or neglects to execute the Contract



**vii. Format and Signing of Bid:-**

The bidder shall submit one copy of the Tender document and addenda, if any, thereto, with each page of this document signed and stamped to confirm the acceptance of the terms and conditions of the tender by the bidder.

The documents comprising the bid shall be typed or written in indelible ink and all pages of the bid shall be signed by a person or persons duly authorized to sign on behalf of the bidder. All pages of the bid, where entries or amendments have been made, shall be signed by the person or persons signing the bid.

The bid shall contain no alterations, omissions or additions except those to comply with instruction issued by this office, or are necessary to correct errors made by the bidder, in which case such corrections shall be signed and dated by the person or persons signing the bid.

**8. SUBMISSION OF BIDS:-**

The bidder shall upload all documents for Technical Bid & Financial bid separately in the e-tender portal.

The cover of Technical Bid should consist of the following documents:-

- (a) Earnest Money Deposit for an amount of ₹. 30,000/- (Rupees Thirty Thousand) only as instructed at earnest money provision of NIT and necessary proof should be uploaded.
- (b) Self-attested one recent passport size photograph(s) of the authorized person(s) of the firm/agency with name, designation, Office/Residential address and office Telephone numbers, e-mail, whether the bidder is a sole proprietor/partnership firm and if partnership firm, names, addresses and telephone numbers, e-mail of Directors/ Partners also.
- (c) Self-attested copy of PAN No. card under Income Tax Act and IT Returns for 2019-20, 2020-21 & 2021-22.
- (d) Self-attested copy of GST Registration Number;
- (e) Self-attested copy of Valid Trade License/Registration No. of the Agency/Firm;
- (f) Audited Balance Sheet for three years as said.
- (g) Proof of work-experience/credential as stated supported by documents from the concerned organizations; and Duly filled and signed Annexures.
- (h) P.Tax proof certificate.
- (i) Bid documents to signed and stamped in every pages.
- (j) Name and address of the Banker and Account No. with IFSC Code.
- (k) Bank Solvency certificate to be issued after the date of floating tender and should be addressed to the Principal, NBDC&H, Sushrutanagar, Darjeeling.
- (l) Bidders undertaking:-  
The bidder should provide an undertaking that the proprietor/promoter/director of the firm, its employee, partner or representative are not convicted by a court of law following prosecution for offence involving moral turpitude in relation to business dealings including malpractices such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion, or habitual default in payment of tax levied by law; etc. Also, the firm does not employ a government servant who has been dismissed or removed on account of corruption.  
The Bidder shall disclose all instances of its past performance during last 3 (three) years, when any adverse action against it may have been taken by any government/PSU/Local body etc.
- (m) CA certified statement towards profit making organization for the year 2019-20, 2020-21, 2021-22.  
The tender shall remain valid and open for acceptance for a period of 120 days from the last date of submission of tender.
- (n) Late and Delayed Tenders:-  
Bids must be submitted through online not later than the date and time stipulated in the NIT. This Office may, at its discretion, extend the deadline for submission of bids in which case all rights and obligations of this Office shall be abided by the Bidder.  
Any bid received by the Department after the deadline for submission of bids, as stipulated above, shall not be considered.

**9. Bid Opening and Evaluation: -**

The authorized representatives of this office will open the Prequalification/ Technical Bids. The bid of any bidder who has not complied with one or more of the conditions prescribed in the terms and conditions will be summarily rejected. Condition bids will also be summarily rejected.

Financial bids of only the technically qualified bidders will be opened.

**Right to accept any Bid and to reject any or all Bids: -**

This Office is not bound to accept the lowest bid if the Tender & Purchase Committee feel that the L1 Bid price quoted is abnormally above the prevailing market price.

This office may terminate the contract if it is found that the contractor (supplier) is black listed on previous occasions by the any of the Departments/Institutions/Local Bodies/Municipalities/Public Sector Undertakings, etc.



**10. Award of Contract: -**

This office will award the contract to the successful evaluated bidder whose bid has been found to be eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document.

This Office will communicate the successful bidder by "Letter of Acceptance" towards submission of rest security deposit & asking for agreement.

The successful bidder will be required to execute an agreement in the form specified in Annexure-V within a period of 07 working days from the date of issue of Letter of Offer.

Failure of the successful bidder to comply with the requirements of above clauses shall constitute sufficient grounds to impose penal provision except annulment of the award and forfeiture of Bid Security.

**Cost of Earnest Money:-**

Each bidder has to submit, unless exempted under the existing orders of the West Bengal Government, Earnest money in the Earnest money deposit (EMD). Valid supporting document is to be uploaded if EMD exemption is claimed under rules 47(A) (1) and 47(B) (7) of WBFR, Vol-I, read with Finance Deptt. Notification no 10500-F dated-19.11.2004 and its clarification vide memo no.4245-F(Y) dated- 20.05.2013.

2.1- The amount of earnest money Rs. 30,000/- (Thirty thousand only) may be submitted either by Net Banking (any listed bank) through ICICI Bank Payment Gateway or through RTGS/NEFT in favour of the Accounts Officer, North Bengal Dental College & Hospital (e-treasury).

2.2- The process may be followed as per memorandum of the Finance Department audit branch bearing memo no. 3975-F(Y) dated- 28.07.2016 (GRIPS).

**Login by Bidder:-**

A bidder desirous of taking part in this tender shall login to the e-procurement portal of the Government of West Bengal <https://wbtenders.gov.in> in using his login Id & Password.

He will select the tender to bid and initiate payment of pre-defined EMD / tender fees for that tender by selecting from either of the following payments modes:-

Net banking (any of the banks listed in the ICICI bank payment gateway) in case of payment through ICICI payment gateway.

**Payment procedure:-**

- 1) Payment by the Net banking (any enlisted bank) through ICICI bank payment gateway on selection of net banking as the payment mode, the bidder will be directed to ICICI bank payment gateway webpage (along with string containing a unique ID) where he will select the bank through which wants to do the transaction.
- 2) Bidder will make the payment after entering his unique ID & Password of the bank to process the transaction.
- 3) Bidder will receive a confirmation message regarding success/failure of the transaction.
- 4) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government /PSU/Autonomous Body/local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- 5) If the transaction is failure, the bidder will again try for payment by going back to the first step.



### Payment through RTGS/NEFT

On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.

The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

If verification is successful, the fund will get credited to the respective Pooling Account of the State Government /PSU/ Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

Hereafter, the bidder will go to e-Procurement portal for submission of his bid.

6) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

Refund / Settlement Process:-

- 1) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- 2) On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- 3) Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- 4) If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
- 5) As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-procurement portal –
  - a) EMD of the L1 bidder for tenders of State Government offices will automatically get transferred from the pooling account to the State Government deposit Head “8443-00-103-001-07” through GRIPS along with the bank particulars of the L1 bidder.
  - b) EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies/Local Bodies/PRIs, etc will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.
- 6) The Bank will share the details of the GRN no. generated on successful entry in GRIPS with the e-procurement portal for updating.
- 7) Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt Head “0070-60-800-013-27” through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRIs, etc tenders.
- 8) All refunds will be made mandatorily to the bank A/c from which the payment of EMD & Tender Fees (if any) were initiated.



## SECTION 3

### TERMS AND CONDITIONS OF THE CONTRACT



- 1 The contractor (supplier) shall abide by and comply with all the relevant laws and statutory requirements.
- 2 Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- 3 Contractor (supplier) and its staff shall take proper and reasonable precautions of assets both movable and immovable to prevent loss, destruction, waste or misuse the areas of responsibility given to them by this office.
- 4 That in the event of any loss occasioned to this office, as a result of any lapse on the part of the contractor (supplier) which will be established after an enquiry conducted by this office, the said loss can be claimed from the contractor (supplier) up to the value of the loss. The decision of the Head of this office will be final and binding on the agency.
- 5 The contractor (supplier)/agency shall be responsible to maintain all property and Consumable of this office entrusted to it.
- 6 Any defective articles, items, materials should not be entertained. If defective found later it must be replaced by the same specification Consumables.
- 7 The contractor (supplier) will have to report to this office in advance of the commencement of the supply, if any and for collecting necessary documents/instructions, and to complete all other required formalities as approved by this office.
- 8 The payment would be made after the completion of the work in all respect based on the actual articles supplied by the contractor (supplier) and based on the documentary proof jointly signed by the representative of this office and the contractor (supplier)/ his representative/ personnel authorized by him. No other claim on any other account shall be entertained by this office.
- 9 Any damage or loss caused by contractor (supplier)'s persons to this office in whatever form would be recovered from the contractor (supplier).
- 10 In case the contractor (supplier) fails to commence/execute the work as stipulated in the agreement or unsatisfactory performance or does not meet the statutory requirements of the contract, this office reserves the right to forfeit the Security Deposit including EMD along with penalty as to be imposed as per Govt. norms.
- 11 Force majeure : If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall, by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to, if any or seven days, whichever is more, either party may at its option terminate the contract.
- 12 The contractor (supplier) shall have his own Establishment/Setup/Mechanism, etc. at his own cost to ensure correct and satisfactory performance of his liabilities and responsibilities under the contract.
- 13 If the contractor (supplier) is a joint venture/consortium/group/partnership of two or more persons, all such persons shall be jointly and severally liable to this office for the fulfillment of the terms of the contract. Such persons shall designate one of them to act as leader with authority to sign. The joint venture/consortium/group/partnership shall not be altered without the approval of this office.
- 14 The contract validity period is twelve months & completion period of works is 10 days from the date of the 1<sup>st</sup> work order issued.
- 15 During the course of contract, if any contractor (supplier)'s personnel are found to be indulging in any corrupt practices causing any loss of revenue to this office shall be entitled to terminate the contract forthwith duly forfeiting the contractor (supplier)'s Security Deposit including EMD.
- 16 If as a result of post payment audit any over payment is detected in respect of any work done by the agency or alleged to have done by the agency under the tender, it shall be recovered by this office from the agency.
- 17 The contractor (supplier) shall provide the copies of relevant records during the period of contractor otherwise even after the contract is over whenever required by this office.
- 18 **Obligation of the contractor (supplier):**  
The contractor (supplier) shall ensure full compliance with tax laws of India with regard to this contract and shall be solely responsible for the same. The contractor (supplier) shall submit copies of acknowledgements evidencing filing of returns every year and shall keep the employer fully indemnified against liability of tax, interest, penalty etc. of the contractor (supplier) in respect thereof, which may arise.
- 19 **Dispute Resolution**  
Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities, representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be dealt as per present govt. rules/norms.
- 20 This Office may increase or decrease the volume of supply items at any time in the contract period. Contractor (supplier) should abide by the same and have to perform the necessary arrangements that the competent authority of this office have asked for.
- 21 Purchase will, however, be made following the existing purchase policy of the government of West Bengal and its amendment(s) made from time to time. The purchase policy of the state government as provided West Bengal Financial rules, The policy of the price preference in particular incorporate under notification no.10500-F date:19.11.2004 should be observed in considering the tenders and 5400-F date:25.06.2012 and GO no.2320-F(Y) dated:07.06.2022 in case of tie L1 bidder.
- 22 In case if it is found that two or more bidder have quoted same rate, the lowest bidder (i.e, L1 is more than two) will be decided as per Government norms G.O no.2320-F(Y) dated:07/06/2022.

**SECTION 4**



**ANNEXURE-I**

**FORM OF BID**

1. Names, address of firm/Agency and Telephone numbers, e-mail. : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
2. Trade License/ Registration No. of the Firm/ Agency : \_\_\_\_\_
  
3. Name, Designation, Address and Telephone No. of Authorized person of Firm/Agency to deal with : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4. Please specify as to whether bidder is sole proprietor/ Partnership firm. Name and Address and Telephone No. of Directors/partners : \_\_\_\_\_
  
5. Copy of PAN card issued by Income Tax Department and Copy of Income Tax Return for 2019-20,2020-21,2021-22: (Upload the specified documents and mention "Documents attached") : \_\_\_\_\_
  
6. GST Registration Number (Upload the specified documents and mention "Documents attached") : \_\_\_\_\_
  
7. Details of EMD deposited (Upload the specified document of payment Proof and mention the amount and "Document attached") : \_\_\_\_\_

**Declaration by the bidder: -**

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves abide by them.

(Signature of the bidder)  
Name and Address (with seal)

**SCOPE OF WORK OF THE CONTRACTOR (SUPPLIER)**

The present tender is being primarily invited for **Supply of Consumable Dental Materials** at North Bengal Dental College & Hospital.

SI No.	Name of work	Approximate Quantities of Dental Consumables (Nos.)	Approximate of total values
1.	Supply of Consumable Dental Materials	To be mentioned in work order	Rs. 15,00,000/-

## CHECK-LIST FOR PRE-QUALIFICATION BID FOR SUPPLYING CONSUMABLE DENTAL MATERIALS

AT  
NORTH BENGAL DENTAL COLLEGE & HOSPITAL.

1)	Name of the bidder (In block letter)	
2)	Full address	Address:
		E-Mail:
		Telephone no / Mobile No.
3)	Local address, if any	
4)	Proof of earnest money deposit (Yes / No)	
5)	Are you exempted from EMD (Yes / No)	
6)	Legal entity of the bidder whether Firm / Society / Company / Other entity	
7)	Registration no and authority with whom registered	
8)	License no. & Nature of Trade	
9)	PAN / TAN Card uploaded (Yes / No)	
	Valid trade license uploaded (Yes / No)	
	GST Certificate uploaded (Yes / No)	
	Bid documents to be signed in every pages (Yes / No)	
	Upto date Bank solvency certificate uploaded (Yes / No)	
	IT returns (Last three years) uploaded (Yes / No)	
	P/L Account & Balance Sheet uploaded (Yes / No)	
	Registration no. of service tax if any uploaded (Yes / No)	
2 Years credential certificate in same trade uploaded (Yes / No)		
10)	Black listed by any Govt. authority / Govt. undertaking at any time. If yes provide details. (Yes / No)	
11)	Has the firm or PRINCIPAL employees convicted in or have pending any court any Vigilance matter. If yes provide details. (Yes / No)	
12)	Any litigation against the firm or its proprietors or its PRINCIPALS? If yes provide details. (Yes / No)	
It is the responsibilities of the bidder to go through all the Tender documents to fullfill all the necessities beyond this.		
I have gone through the eligibility criteria participating in the tender and certify that all the conditions have been fulfilled.		

**Certified that the above information is correct and true to the best of my knowledge and belief. Nothing has been concealed, false and fabricated and incase of information found incorrect letter on, I the under signatory will be personally responsible for the same.**

Date:

Full Signature of the bidder  
Authorized person & Seal



(ON ASTAMPPAPER of Rs.10/-)

**UNDERTAKING**

To : **The Principal,**  
North Bengal Dental College & Hospital,  
Sushrutanagar,  
Darjeeling.

From : (Name of the firm/Agency)

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Name of the tender: **Supply of Consumable Dental Materials.**

Sir,

1. I/We here by agree to abide by all terms and conditions laid down in tender document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions.

(Signature of the Bidder)  
Name and Address of the Bidder.  
Cont.No. \_\_\_\_\_

(ON A NON-JUDICIAL STAMP PAPER of Rs.100/-)  
After bidder selection



### FORM OF AGREEMENT

THIS AGREEMENT is made on the \_\_\_\_\_ day \_\_\_\_\_ (Month) \_\_\_\_\_ (Year) between the \_\_\_\_\_ (Name and address of the Department) (Hereinafter called "the Department" which expression shall, unless excluded by or repugnant to the context be deemed to include his successors in office and assigns) of the one part AND \_\_\_\_\_ (Name and address of the contractor supplier) through Shri \_\_\_\_\_, Authorized representative (here in after called "the bonafide and resourceful MEDICAL / DENTAL GOODS SUPPLIERS" which expression shall, unless excluded by or repugnant to the context, be deemed to include his successors, heirs, executors, administrators, representatives and assigns) of the other part for providing & installation, if any of required Dental Consumables Materials relating to letter of acceptance no \_\_\_\_\_ (No. And date of the letter of acceptance) to the \_\_\_\_\_ (Name of the Department).

#### NOW THIS AGREEMENT WITNESSED AS FOLLOWS:-

- 1) In this Agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms and Conditions of contract hereinafter referred to.
- 2) The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz:
  - a) Letter of Acceptance.
  - b) Terms and Conditions.
  - c) Notice inviting Tender.
  - d) Bill of Quantities.
  - e) Scope of work.
  - f) Addendums, if any; and
  - g) Any other documents forming part of the contract.
- 3) In consideration of the payments to be made by the Department to the bonafide Agency / Authorized Venders / Authorized Distributors hereinafter mentioned, the bonafide Agency / Authorized Venders / Authorized Distributors hereby covenants with the Department for providing & installing, if any, required Dental Materials w.e.f \_\_\_\_\_ As per the provisions of this Agreement and the tender document.
- 4) The Department hereby covenants to pay the bonafide and resourceful MEDICAL/DENTAL GOODS SUPPLIERS in consideration of the execution and completion of the works/services as per this Agreement and tender document, the contract price of ₹ \_\_\_\_\_ (Rupees in words) \_\_\_\_\_.
- 5) Being the sum stated in the letter of acceptance subject to such additions there to or deductions there from as may be made under the provisions of the contract at the times in manner prescribed by the contract.

IN WITNESS WHERE OF the parties hereto have signed the Agreement the day and the year first above written.

For and on behalf of the Contractor (supplier)

For and on behalf of the Department

Signature of the authorized official

Signature of the authorized Officer

Name of the official

Name of the Officer

Stamp/Seal of the Contractor (supplier)

Stamp/Seal of the Employer

By the said

By the said

Name:

Name:

On behalf of the Contractor (supplier) in

on behalf of the Employer in

The presence of:

the presence of:

Witness \_\_\_\_\_

Witness \_\_\_\_\_

Name

Name

Address

Address

Telephone No:

Telephone No:



**PRICE BID  
(ITEM WISE RATE SOUGHT FOR)**

Sl no.	Items	Unit	Unit price rate of the items inclusive of all taxes
1.	Mouth Mirror Handle	Pc	
2.	Mouth Mirror Top	Pc	
3.	Probe	Pc	
4.	Doctors Spirit	Bottle	
5.	Aromatic spirit of Ammonia		
6.	Betadin Solution	Bottle	
7.	Distilled Water (5 Ltr Jar)	Jar	
8.	Formaline	Bottle	
9.	LA Spray	Bottle	
10.	LA (Lignocaine 2% with Adrenaline)	Vial	
11.	Normal Saline	Bottle	
12.	Sterilizer Heating Element (V 200 Watts)	Pc	
13.	Electric water boiler (Sterilizer) (18 inches)	Pc	
14.	Porcelain Head power cable and plug (for sterilizer) (15 AMP)	Pc	
15.	Sterilizer Coil (Small)	Pc	
16.	Black braided silk suture material (3-0)		
17.	Suture Needle (regular eye ½ circle cutting edge) No 17	Pkt	
18.	Zinc Oxide Powder (DPI, 110 gm)	Pkt	
19.	D.P.I Impression Paste	Pkt	
20.	Glycerine	Bottle	
21.	Blade (11 No.)	Pkt	
22.	Blade (15 No)	Pkt	
23.	Disposable suction tip	Pkt	
24.	Silver Alloy (DPI, 30 gm)	Pkt	
25.	Mercury (DPI, 225 mg)	Bottle	
26.	Zinc Phosphate cement (Powder 100 gm liq 40 ml) libral traders / Ammdent (400 gm)		
27.	Eugenol Liquid (DPI, 110 ml)	Bottle	
28.	Ketac Molar (3M ESPE, 15 gm powder / 7.8 ml liq)		
29.	Light Cure Trial Kit (Restorative) (Prime dental hybrid composite kit)	Pkt	
30.	Surface Anesthesia Spray (ICPA)		
31.	LC Composite A3.5 (Prevest Denpro)	Pkt	
32.	LC Composite A2 (Prevest Denpro)	Pkt	
33.	Dual cure Composite for core buildup kit (Paracore kit, coltene)		
34.	Fibre post kit (Superendo)		
35.	Bonding agent (5th generation)- Prime dental	Bottle	
36.	Bonding agent (7th generation)- Prime dental	Bottle	
37.	GIC mixing pad (small) – (Maarc – Pack of 100)	Pkt	
38.	RC cal – Prime dental, (2 gm)		
39.	Calcium Hydroxide paste with Iodoform/Calplus/RC cal-I) – (Prime dental (2 gm) / DPI		
40.	Resin based RCT sealer (AH plus, Dentsply)		
41.	Light Cured Calcium Hydroxide paste (Prevest CAL LC) (Prevest Denpro/ Economy pack) (2gm X 4)		
42.	Etchant gel – 3gm (Prime)	Syringe	
43.	IRM- (Dentsply)	Pkt	



Sl no.	Items	Unit	Unit price rate of the items inclusive of all taxes
44.	GP 15 – (Diadent)	Pkt	
45.	GP 20 – (Diadent)	Pkt	
46.	GP 25 – (Diadent)	Pkt	
47.	GP 30 – (Diadent)	Pkt	
48.	GP 35 – (Diadent)	Pkt	
49.	GP 40 – (Diadent)	Pkt	
50.	GP 45 – (Diadent)	Pkt	
51.	GP 50 – (Diadent)	Pkt	
52.	GP 55 – (Diadent)	Pkt	
53.	GP 60 – (Diadent)	Pkt	
54.	GP F1 – (Diadent)	Pkt	
55.	GP F2 – (Diadent)	Pkt	
56.	GP F3 – (Diadent)	Pkt	
57.	Paper Point – 20 – (Diadent)	Pkt	
58.	Paper Point – 25 – (Diadent)	Pkt	
59.	Paper Point – 30 – (Diadent)	Pkt	
60.	Paper Point – 35 – (Diadent)	Pkt	
61.	Paper Point – 40 – (Diadent)	Pkt	
62.	Paper Point – 45 – (Diadent)	Pkt	
63.	Paper Point – 50 – (Diadent)	Pkt	
64.	Paper Point – 55 – (Diadent)	Pkt	
65.	Paper Point – 60 – (Diadent)	Pkt	
66.	Paper Point – 70 – (Diadent)	Pkt	
67.	Paper Point – 80 – (Diadent)	Pkt	
68.	Paper Point – F1 – (Diadent)	Pkt	
69.	Paper Point – F2 – (Diadent)	Pkt	
70.	Paper Point – F3 – (Diadent)	Pkt	
71.	EDTA (RC help) – Prime dental		
72.	17% EDTA solution (15 ml, Prevest Denpro)		
73.	Cavitemp (Amdent)		
74.	Side Vented Needles (Pack of 50) (Neo Endo)		
75.	Dycal (Calcium hydroxide with accelerator (Dentsply, 15 gm)		
76.	MTA trial pack (Prevest Dentspro)		
77.	Biodentine (Septodent)		
78.	Applicator tips box	Pkt	
79.	GP Solvent	Pkt	
80.	Dental Stone	Pkt	
81.	Alginate	Pkt	
82.	Bonding Agents		
83.	Composite Flowable kit (Fusion flow combo kit, Prevest denpro)		
84.	Composite a2, b2, a3		
85.	Impression Compound	Pkt	
86.	Modeling Wax	Pkt	
87.	DPI Heat Cure (Pink) P+L		
88.	DPI Cold Cure liquid P+L		
89.	Shellac Base Plate (Upper)	Pkt	
90.	Shellac Base Plate (Lower)	Pkt	
91.	Acrylic Teeth Set (Complete set 10 sets in a box Premadent)	Pkt	
92.	Acrylic Teeth Set (Posterior set of acrylic teeth for RPD)	Pkt	
93.	Acrylic Teeth Set (Anterior set of acrylic teeth for RPD)	Pkt	



Sl no.	Items	Unit	Unit price rate of the items inclusive of all taxes
94.	GIC Type - 1 (GC - 15 gm)	Pkt	
95.	GIC Type - 2 (GC - 15 gm)	Pkt	
96.	GIC Type - 9 (GC - 15 gm)	Pkt	
97.	3% Sodium Hypochlorite (Prime)		
98.	Dynaplast	Pkt	
99.	Hydrogen Peroxide		
100.	Kidney tray	Pc	
101.	Muratic acid		
102.	Sugical Bur (Round no-6)		
103.	Sugical Bur (Tapered fissure HP-702)		
104.	X-Ray film (Size-2) - Carerstream	Pkt	
105.	X-Ray film (Size-0) - Carerstream	Pkt	
106.	Bite cover for OPG (Packet containing 500 pieces)	Pkt	
107.	Oramcoenlight kit composite	Pkt	
108.	Weldable molar tube		
109.	Posted arch wire	Pkt	
110.	17 X 25 niti arch wire	Pkt	
111.	Molar band materials		
112.	Silver solder wire	Pc	
113.	Sand paper mandrel		
114.	Elastic chain		
115.	Open coil spring		
116.	Orthokal		
117.	Plaster of paris	Pkt	
118.	GIC Universal Liquid - (DPI / Ramen)		
119.	Beggs bracket		
120.	Beggs lock pin		
121.	Yellow elastic		
122.	Agate spatula		
123.	Sleeves for RVG (Pack of 500) - Dent Hygine		
124.	Methylated spirit (5 Ltr)	Jar	
125.	Die Stone (1 kg)	Pkt	
126.	Rubber impression Material (Putty & light body)	Pkt	
127.	GTR (Resorbable collagen menbrane 15 x 20 mm)		
128.	Bone Graft Materials (Hydroxy Apatite Bone Graft 0.5 cc)		
129.	Bone Graft Materials (Hydroxy Apatite Bone Graft 1 cc)		



Principal  
North Bengal Dental College & Hospital  
Sushrutnagar, Darjeeling.  
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