



Government of West Bengal

Office of the Superintendent

Bolpur Sub Divisional Hospital, Birbhum

Mail ID:bolpursdhospital@yahoo.com

Memo No. : BSDH/ 1421

Dated: 13-08-2018

NOTICE INVITING RE-TENDER (2nd Call)

Sealed Tenders are invited by the undersigned from the eligible reputed Firms/Establishments/Companies/Agencies for '**Washing and Maintenance of Hospital Used Linens**' of Bolpur Sub Divisional Hospital and Bolpur Super Speciality Hospital, Birbhum for 2 years. '**Tender Form**' including **Terms & Conditions** will be available from **14-08-2018 to 21-08-2018** on working days from 11 AM to 1 PM from office establishment of the undersigned. Cost of the Tender Form is Rs. 200/- which will be deposited through Demand Draft /Bankers Cheque in favour of Bolpur SH Rogi Kalyan Samity.

TERMS AND CONDITIONS:-

1. **The bidders should apply for Tender Paper (Annexure-I)** addressed to the Superintendent , Bolpur Sub Divisional Hospital, Birbhum on letterhead pad of Firms/Establishments/Companies/Agencies with **Demand Draft /Banker Cheque of Rs. 200 /- (Rupees Two Hundred only) in favour of Bolpur SH Rogi Kalyan Samity payable at Bolpur.**
2. Tender are to be submitted in sealed cover with super scribing at the top of the cover of the envelop "**Tender for Washing and Maintenance of Hospital Used Linens of Bolpur SDH & SSH , Birbhum**" quoting the Tender Notice No. & Date addressed to the **Superintendent , Bolpur Sub Divisional Hospital , Bolpur , Birbhum, PIN-731204**
3. Tenderer should quote cleaning rates **on individual item basis and subtotal also on supplied TENDER FORM (Annexure-I)** which shall be including of all the charges and taxes viz. Collection Charges, Labour Charges, Input cost, Material charges, Service Charges, Delivery Charge etc.. Minimum total rate will be accepted after verifying other terms & conditions.
4. The Tenderer shall be liable to collect linen from service areas , wash , dry , iron and supply to collection areas which may be introduced in the hospital time to time on comparable terms and conditions.
5. The Tenderer shall use his own tools, machines and other appliances for washing, drying, ironing, etc., of the linen.
6. The hospital need to get washed colour coded bedsheet daily as per Government guidelines. Tenderer should submit declaration to provide smooth services.
7. The rate should be typed and quoted in figures and word in Indian currency.
8. The **Demand Draft/Bankers Cheque on any Nationalized Bank for and amount of @ Rs. 2000/- (Rupees Two Thousand) only in favour of "Bolpur SH Rogi Kalyan Samity" payable at Bolpur is to be submitted along with tender as earnest money deposit (EMD).** For unsuccessful bidders, it will be released within 2 weeks after finalization of rate.
9. The successful bidder will submit **Bank Guarantee of Rs. 10,000 /- [Rupees Ten Thousand only] in favour of "Bolpur SH Rogi Kalyan Samity" to this office as Security Deposit** within 10 days of completion of process before taking work order.
10. **The Tender should be dropped in the specific 'Tender Box' kept in the office establishment of the Superintendent , Bolpur Sub Divisional Hospital, Birbhum within mentioned date & time duly signed by the Tenderer with proper seal.**
11. **After completion of Tender Process, an agreement will be done by the successful bidder with the undersigned on stamp paper of Rs. 100.00 (Rupees One Hundred)**


Superintendent
Bolpur Sub Divisional Hospital
Birbhum

12. Date & time of Submission of Tender

Availability of Tender Form @ 200 /-	From 11 AM to 1 PM from 14-08-2018 to 21-08-2018 [Except Sunday & holidays]	Office Establishment of the Superintendent , Bolpur S.D.Hospital , Birbhum [Room No.-7]
Date & Time of submission of completed Tender form in the prescribed tender box:	On 23-08-2018 from 11 AM to 1 PM	Office Establishment of the Superintendent , Bolpur S.D.Hospital , Birbhum [Room No.-7]
Date of opening of Tender	23-08-2018 at 3 PM	Office of the Superintendent , Bolpur S.D.Hospital , Birbhum [Room No.-1]

13. The bidder should have to submit Tender Paper and other bid documents (should be valid,current and self attested) as per following manner

- **Application** to participate in Tender addressed to the Superintendent, Bolpur Sub Divisional Hospital, Birbhum mentioning memo No. and date of Tender Notice with list of attached document as mentioned here under

- i) **Quote of Washing rates** of Linen on individual item basis and total on supplied TENDER FORM (Annexure-I) which shall be including of all the charges and taxes **with full signature and stamp**
 - ii) **Self Declaration** regarding service of 'Washing and Maintenance of Hospital Used Linens of Bolpur Sub Divisional Hospital and Bolpur Super Speciality Hospital, Birbhum' as deemed necessary for smooth running of the facility.
 - iii) **Bank Draft / Bankers cheque of Rs. 2000.00** [Rupees Two Thousand only] from any Nationalized Bank as Earnest Money Deposit [EMD] in favour of Bolpur SH Rogi Kalyan Samity
 - iv) Copy of valid **Trade License**
 - v) Copy of **I.T Return for last 3 (Three) years**
 - vi) Copy of **Professional Tax Registration Certificate with current challan**
 - vii) Copy of **PAN Card**
 - viii) Copy of **GST Registration Certificate with last return copy**
 - ix) Copy of **EPFO Registration with last deposited Bank Challan**
 - x) **Non Convicted Certificate**
 - xi) **Experience Certificate** in hospital related outsourcing work if any
14. **Before formulating the bid** and submitting the same, the tenderer should read and examine all the terms, conditions, instructions, checklist etc. contained in the tender documents. Failure to provide and or comply with the required information, instructions etc. incorporated in these tender documents may result in rejection of its bid.
15. **The Security deposit may be forfeited in case of failure of services** as per decision of Tender Committee.
16. **Bidder or authorized representatives may remain present** at the time of opening of the Tender
17. **The Superintendent, Bolpur Sub Divisional Hospital, Birbhum reserves the right to accept or reject the tender partly or full without assigning any reason thereof.**


 Superintendent
 Bolpur Sub Divisional Hospital
 Birbhum

Dated: 13-08-2018

Memo No. BSDH/ 1421 /1(7)

Copy forwarded for information and wide publication please to:-

- ✓ 1. The District Magistrate, Birbhum.
- ✓ 2. The Chief Medical Officer of Health. Birbhum.
- ✓ 3. DIO, Birbhum with a requested to publish this 'Tender Notice' in Birbhum District Website as early as possible
- ✓ 4. The Sub Divisional Officer, Bolpur, Birbhum
- ✓ 5. The ACMOH, Bolpur, Birbhum
6. Notice Board of This Office.
7. Office copy


 Superintendent
 Bolpur Sub Divisional Hospital
 Birbhum