

**Limited Tender Inquiry for Rate Contract for Cleaning of Septic Tank of Sub District Hospital, Khanvel under Medical & Public Health Department for the year 2018-19.**

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Administration of  
Dadra & Nagar Haveli, U.T.,  
Office of the Directorate,  
Medical & Public Health Department,  
Tel No.(0260) 2642940, 2640615, 2630102  
e-mail Id [svbch.sil@gmail.com](mailto:svbch.sil@gmail.com)

No. DMHS/P&T/RC/SepticTank/2018-19/180/2083

Silvassa.

Date:05/04/2018

**Limited Tender Inquiry**

The Director Medical & Health Services, Dadra & Nagar Haveli, Silvassa on behalf of President of India, invites sealed tender for Rate Contract for Cleaning of Septic Tank of Sub District Hospital, Khanvel under Medical & Public Health Department, D&NH from the reputed Agencies, so as to reach on or before **23/04/2018** up to 15.00 hours by Post/Courier or deposit into the tender box kept in the office of the undersigned.

Sr. No.	Particulars	Estimated Cost	(E.M.D.) Earnest Money Deposit	Tender Fees (Non-Refundable)
1	<b>Rate Contract for Cleaning of Septic Tank for Sub District Hospital, Khanvel</b>	`.4.90 Lakhs	`.12,300/-	`.500/-

The blank forms with detailed scheduled of specification and condition can be obtained from the office of the undersigned during all working days/hours from **05/04/2018** to **21/04/2018** on payment of Tender Fees (Non – Refundable).

The complete form for the items along with EMD in form of Fix Deposit Receipt Demand Draft/Banker's Cheque or Bank Guarantee from any of the Commercial Banks in an acceptable form payable at Silvassa in favour of the undersigned should be attached with the Sealed Tender. The EMD and tender fees should not be forward by Cash. The Sealed Tender should be properly covered in respect of each item subscribing the name of items on envelope. The Tenders will be opened on the same day in presence of the tenderers, if possible. The offers received without obtaining tender documents or without EMD and tender fees shall not be entertained.

The Limited Tender Inquiry can be downloaded from the website [www.dnh.nic.in](http://www.dnh.nic.in) and [www.vbch.dnh.nic.in](http://www.vbch.dnh.nic.in). The Tender Fee is to be enclosed with the tender document; tender document without Tender Fee will be rejected.

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Right to reject any or all Tenders without assigning any reason is reserved.

*Sd/-*

**Director**

Medical & Health Services

“Tel.No.0260-2642940, 2640615, 2630102”

email ID : [svbch.sil@gmail.com](mailto:svbch.sil@gmail.com)

**Copy to:-**

- 1) CPO, Dadra & Nagar Haveli, Silvassa for wide publicity in Newspaper.
- 2) NIC, Dadra & Nagar Haveli, Silvassa with a request to publish in Website.
- 3) Website Incharge, Shri VBCH, Silvassa with a request to publish in Website.
- 4) Accounts Section, Shri VBCH, Silvassa for information.
- 5) Store, Shri VBCH, Silvassa for information.
- 6) P&T, Shri VBCH, Silvassa for information.

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U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,  
OFFICE OF THE DIRECTOR MEDICAL & PUBLIC HEALTH  
DEPARTMENT, SILVASSA.

Terms and Conditions for the “**Rate Contract for Cleaning of Septic Tank for Sub District Hospital, Khanvel under Medical & Public Health Department, D&NH.**”

• **Instructions to Bidders :**

- The rate should be quoted in the prescribed form given by the department; **the rate should be inclusive of all taxes and should be valid up to Three Years from the date of tenderization.**
- The tenderer should specify the name of the manufacturer and complete specification for the items quoted by him of the item to be submitted in the Technical Bid.
- The Tenderer should enclose along with tender an amount of ` .500/- as Tender Fees in form of DD Cheque of any Nationalized or Scheduled Bank of India payable in Silvassa and ` . 12,300/- as Earnest Money Deposit in form of Fix Deposit Receipt Demand Draft/Banker’s Cheque or Bank Guarantee from any of the Commercial Banks in an acceptable form payable at Silvassa in favour of **Director of Medical & Health Services, Silvassa**. The EMD should not be forward by Cash. Tender received without Earnest Money Deposit will be summarily rejected.
- (a) The successful tenderer will have to pay within 10 days from the date of demand, an amount equal to 10% of the total value of articles/ Services which may be ordered, as the amount of security deposit.  
(b) Non receipt of Security Deposit within stipulated time will result in automatic cancellation of the order for Services without any intimation.
- The amount of Earnest Money paid by the successful Tenderer(s) will be adjusted against the amount of Security Deposit to be paid by the successful tenderer(s).
- All bills should be in **TRIPLICATE** and should invariably mention the number and date of work order.

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- All bills for amount above ` .5000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding ` .5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
- Each bill in which Service Tax is charged must contain the following certificates on the body of the bill: “CERTIFIED” that the Services on which Services/Tax has been charged have not been exempted under the Central Services/Tax Act or the Rules made there under and the amount charged on account of Services/Tax on these works is not more than what is payable under the provisions of relevant Act or Rules made there under”.
- The Tenders shall be submitted in two-bid system, each of which is to be submitted in separate envelope. The first envelope should contain Technical Bid and super scribing on the envelope as “**Sealed Cover No.1 Technical Bid - “Rate Contract for Cleaning of Septic Tank of Sub District Hospital, Khanvel under Medical & Public Health Department”**”. The EMD and Tender Fees should be enclosed with **TECHNICAL BID** only. The second envelope should contain Financial Bid and super scribing on the envelope as “**Sealed Cover No.2 - Financial Bid for “Rate Contract for Cleaning of Septic Tank of Sub District Hospital, Khanvel under Medical & Public Health Department”**”. The tender will be issued from **05/04/2018** to **21/04/2018** and the last date of submission of bid will be **23/04/2018** up to 15.00 hours.
- The Tenders will be opened by the Tender Opening Committee in presence of Tenderers or their representatives, if any present in the Office of the Tender Inviting Officer. The Tender Opening Committee will first open the technical bid consisting of Terms & Conditions issued by the department duly stamped & signed, EMD, technical specification given by the department etc, the Committee will open the financial bid only of those firms who have qualified for technical bid as per specifications given by the department. The financial bid will be opened after the report received from the Technical Committee.
- The right to accept or reject without assigning any reasons or all tenders in part or whole is reserved with the Tender Inviting Officer and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.

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- If the tenderer whose tender is accepted, fails to execute the Services order within stipulated time the Earnest Money Deposit of such tenders will stand forfeited to the Government.
- In case, the Agency does not execute the work order placed with him, the EMD of the Agency will be forfeited to the Government and the contract for the Services shall terminated with no further liabilities on either party to the contract.
- No separate agreement will be required to be signed by the successful tender(s) for the purpose of this contract for Services. Rates tendered/offered in response to the concerned Limited Tender Inquiry shall be considered as acceptance of all above terms and conditions for Services for all legal purpose.
- The tender will be accepted during working hours up to **23/04/2018** at 15.00 hours and will open on the same day if possible in the office of the Director Medical & Public Health Department, Shri Vinoba Bhave Civil Hospital, Silvassa in the presence of the Tender Opening Committee and tenderer(s) or their representative(s) if present.

**Tender Fees (Non Refundable) ` .500/- :**

- a. The Tender Fees should not be forwarded by cash.
- b. The Tender Fees (Non Refundable) will be accepted only in form of DD/Bankers Cheque in favor of “**The Director of Medical & Health Services, Silvassa**” from any Nationalized or Scheduled Bank of India payable in Silvassa.
- c. All tenders must be accompanied by Tender fees as specified in schedule otherwise tender will be rejected.

**Earnest Money Deposit ` .12,300/- :**

- a. All tenders must be accompanied by EMD as specified in schedule otherwise tender will be rejected.
- b. The manufacturing units who are placed in Silvassa are exempted for Earnest Money Deposit. For getting exemption, tenderers have to furnish valid and certified documents along with the tender, otherwise tender will be rejected.
- c. Any firm desires to consider exemption from payment of Earnest Money Deposit, valid and certified copies of its Registration with D.G.S. & D. should be attached to their tenders.

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- d. EMD can be paid in either of the form of following:
- i. Demand Draft
  - ii. Fixed Deposit Receipts
  - iii. Bank Guarantee

In favor of “**The Director of Medical & Health Services, Silvassa**” from any Nationalized or Scheduled Bank authorized by RBI to undertake Government Business.

- e. EMD should be valid upto **12 (Twelve Months)** from the date of its issuance.
- f. EMD in any other forms will not be accepted.
- g. EMD/Security Deposit shall be liable to be forfeited in following circumstances:
- i. Tender is rejected due to failure of supply the requisite documents in proper format or giving any misleading statement or submission of false affidavit or fabricated documents.
  - ii. In case, the contractor does not execute the supply order placed with him within stipulated time, the EMD of the contractor will be forfeited to the Government and the contract for the supply shall terminated with no further liabilities on either party to the contract.
  - iii. Tenderer fails to replace the goods declared to be not of standard quality or not conforming to acceptable standards or found to be decayed/spoilt.
- h. The amount of Earnest Money paid by the tenderer(s) whose tenders are not accepted will be refunded to them by cheque or Demand Draft (as may be convenient to the Tender Inviting Officer if the amount is above ` .200/-) drawn on any Nationalized or Scheduled Bank payable at Silvassa. Where this mode of payment is not possible the amount will be refunded at the cost of the tenderer.
- i. Only on satisfactory completion of the supply order for and on payment of all bills of the contractor, as to be admitted for payment, the amount of Security Deposit/Earnest Money will be refunded after expiry of guarantee/warranty period, if any, or any such date/period as may be mutually agreed upon.
- j. In case of failure to supply the store, materials etc. ordered for, as per conditions and within the stipulated time, the name articles will be obtained from the tenderer who offered next higher rates or from any other sources, as may be decided by the tender inviting Officer and the loss to the Government on account of such purchases(s) shall be recovered from the former contractor Security Deposit/Earnest Money or bills payable. The contractor shall have no right to dispute with such procedure.
- k. The Earnest Money(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is not adjustable with Earnest Money required by these conditions.

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**Security Deposit: (SD)**

- a. The successful tenderer will have to pay within 10 days from the date of demand, an amount equal to 10% of the total value of articles, which may be ordered, as the amount of security deposit.
- b. Non receipt of Security Deposit within stipulated time will result in automatic cancellation of the order for supply without any intimation.
- c. However in case if any articles are received for which the Security Deposit may not have been deposited, the full Security Deposit as may be due from the contractor will be recovered from the bill(s) for such articles.
- d. The Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is not adjustable with Security Deposit required by these conditions.
- e. In case of failure to replace the accepted and rejected articles from the supplies made, as mentioned in the conditions the loss undergone by the Government will be recovered from the contractor Security Deposit or payment due of any bill(s) to the extend required.
- f. The tender inviting officer will consider extension of time for remitting the Security Deposit as demanded. However, in case of denial to consider such extension the contractor is bound to abide by the limit given and liable to make good for the loss made to the Government on account of his failure to abide by the time limit.

**• Conditions of Contract :**

- 1) The rate(s) quoted should be strictly for Silvassa and will be valid and operative for work order issued within three years from the date of invitation of tenders.
- 2) Rates quoted for items other than the required specification will not be considered.
- 3) The amount of Earnest Money paid by the tenderer(s) whose tenders are not accepted will be refunded to them by cheque or Demand Draft (as may be convenient to the Tender Inviting Officer if the amount is above ` .200/-) drawn on any branch of State of India or its subsidiary Commercial Bank. Where this mode of payment is not possible the amount will be refunded at the cost of the tenderer.
- 4) Only on satisfactory completion of the work order for and on payment of all bills of the Agency, as to be admitted for payment, the amount of Security Deposit/Earnest Money will be refunded after expiry of guarantee/warranty period, if any, or any such date/period as may be mutually agreed upon.

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- 5) The tender inviting officer will consider extension of time for remitting the Security Deposit as demanded. However, in case of denial to consider such extension the Agency is bound to abide by the limit given and liable to make Services for the loss made to the Government on account of his failure to abide by the time limit.
- 6) Extension of time limit for Agency shall be considered by the Tender Inviting Officer. The extension so granted may be with levy of compensation for delay in execution of Services order up to 5% of the cost of work ordered for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time, depending upon the circumstances and such decision in the matter will be final.
- 7) The Earnest Money(s)/Security Deposit(s) paid by the tender(s) earlier against any tender(s) or Services order(s) is/are not adjustable with Earnest Money or Security Deposit required by these conditions.
- 8) The tenders/offers received do not confirm with the terms and conditions of this office will be summarily rejected. If any firm desires to consider exemption from payment of Earnest Money Deposit, certified copies of its Registration with D.G.S. & D. should be attached to their tenders.
- 9) Rates should be quoted in the forms issued from the department and as per the requirement asked for.
- 10) Rates quoted are for Medical & Public Health Department, Silvassa.
- 11) The tenderer should attached copies of:-
  - i) **PAN Number,**
  - ii) **Certificate of Registration,**
  - iii) **Income Tax Return for past three years,**
  - iv) **GST Registration Number,**
  - v) **Terms & Conditions of tender documents duly stamped and signed on each page,**
  - vi) **Schedule of Specifications duly stamped and signed on each page etc.**in the technical bid. It may please be noted that the tender received without document referred above shall not be considered.
- 12) The tender fee must be enclosed in demand draft/Account Payee Cheque in favour of undersigned with the tender documents.



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- 13) The bidder shall be single point of contract with Sub District Hospital, Khanvel under Medical & Public Health Department and shall be solely responsible for the execution and delivery of the work.
- 14) The bidder should be a company/organization/ firm should be registered in India and having its operation for atleast last three years.
- 15) The bidder should have successfully executed similar project(s) on all India basis, out of which at least one should be of conduct of Indian Professional Competitive Examination in 10 cities or more and should have proven capacity of conduct of CBT mode exam of 1000 candidates in single shift. The documentary evidence in form of work/contract and client report must be enclosed. (Similar nature of work means design/ development of computer based test for professional Examination, application processing, test delivery, evaluation and result processing).
- 16) The Bidder should be registered with appropriate tax authorities such as Income Tax, Service Tax etc and should submit valid certificates of registration with these authorities.
- 17) GST will be applicable as per present rules time to time.

Signature & Designation of  
Tender Inviting Officer...

**Sd/-**  
**Director**  
Medical & Public Health Department  
“Tel.No.0260-2642940, 2640615,2630102”  
email ID : [svbch.sil@gmail.com](mailto:svbch.sil@gmail.com)

The above terms and conditions are accepted and are binding to me/us.

Place:

Dated:

Signature of Tenderer

Name of Tenderer with seal of the firm

**Limited Tender Inquiry for Rate Contract for Cleaning of Septic Tank of Sub District Hospital, Khanvel under Medical & Public Health Department for the year 2018-19.**

**Scope of Work:**

**❖ Schedule of Specification and Allied Technical Details :**

**“ Rate Contract for Cleaning of Septic Tank for Sub District Hospital, Khanvel under Medical & Public Health Department for the Year 2018-19”**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Unit/ Rate</b>	<b>Compliance Yes/No</b>
1.	Rate Contract for Cleaning of Septic Tank of Sub District Hospital, Khanvel under Medical & Public Health Department.	1 Job	

Signature of Agencies  
With Rubber Stamp

*Sd/-*  
**Director**  
Medical & Public Health Department  
“Tel.No.0260-2642940, 2640615, 2630102”  
email ID : [svbch.sil@gmail.com](mailto:svbch.sil@gmail.com)

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❖ **Schedule of Price Specifications:**

**“ Rate Contract for Cleaning of Septic Tank for Sub District Hospital, Khanvel under Medical & Public Health Department for the Year 2018-19”**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Unit/ Rate</b>	<b>Rate/ Unit</b>
1.	Rate Contract for Cleaning of Septic Tank of Sub District Hospital, Khanvel under Medical & Public Health Department.	1 Job	

Signature of Agencies  
With Rubber Stamp

*Sd/-*

**Director**

Medical & Public Health Department,  
“Tel.No.0260-2642940, 2640615, 2630102”  
email ID : [svbch.sil@gmail.com](mailto:svbch.sil@gmail.com)