

OFFICE OF THE SUPERINTENDENT, FAKIR MOHAN MEDICAL COLLEGE AND HOSPITAL, BALASORE.

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Letter No 235/S/FMMCHB

Date : 20/01 / 2025

**OFFICE OF THE SUPERINTENDENT, FMMCH, BALASORE**

**TENDER DOCUMENT FOR SUPPLY OF : HOSPITAL BEDDING, CLOTHING & GARMENTS**

FOR Fakir Mohan Medical College & Hospital, BALASORE, FOR A PERIOD OF ONE YEAR.

DATE OF COMMENCEMENT OF BID DOCUMENT :- DT. 20/ 01/ 2025

LAST DATE & TIME OF RECEIPT OF BID DOCUMENT :- DT. 05/ 02/ 2025/ 5 PM

DATE AND TIME OF OPENING OF COVER –A (TECHNICAL BID ):- DT. 06/ 02 /2025 , 11 Am

DATE OF OPENING OF COVER –B (FINANCIAL BID ) :- DT. 06/ 02 /2025 , 11 Am

ADDRESS FOR COMMUNICATION AND RECEIPT OF BID DOCUMENTS :- OFFICE OF THE SUPERINTENDENT, FMMCH, REMUNA, BALASORE, 756019, ODISHA.

TEL NO. : NO.06782240153

E-mail : supdt.fmmchb@gmail.com

PLACE OF OPENING OF BID DOCUMENTS :- O/O SUPERINTENDENT FMMCH, REMUNA, BALASORE.

  
20/1/25  
Superintendent,  
FMMCH, Balasore

## GENERAL INFORMATION

Tenders should be submitted in two separate sealed envelopes. The cover enclosing the technical bid should be superscribed **(A)** & the cover enclosing the Financial bid should be superscribed **(B)**. The envelope containing the tender document both envelopes **(A)** & **(B)**, with required fees should be superscribed clearly as "Tender for **Bedding clothing & garments** for FMMCH, Balasore " with tender No. and date, Bidders name & mob no. & email id. on the front of the envelope. Sealed tenders, addressed to the O/O the Superintendent, FMMCH, Balasore should reach the Office of the Superintendent FMMCH, Balasore by **Date 05/02/2025** (up to 5pm) through speed post/regd. Post/ couriers only. Tenders received after due date, time and in any other mode other than mentioned above will be rejected.

2. The sealed tenders submitted by the bidders will be opened at the O/O SUPERINTENDENT FMMCH ,Remuna Balasore. The Bidder, or their duly authorized representative will be allowed to be present during the opening of the tender.
3. Rate should be quoted in Indian Currency only, excluding GST figures against each items as the payment will be made in Indian currency only. The bidder shall not quote rate for any item other than the item specified in the list.
4. The Tax (GST) will be claimed as per the guidelines given by the Finance Dept. GOVT.OF.INDIA/ODISHA from time to time.
5. Each page of the bid document shall be **duly numbered, signed** by the bidder. **Bids without signature** of the bidder will be rejected.
6. In case the brand of any item is specified by the bidder, then the purchaser should get the item as specified. No interchange will be entertained.
7. The tender documents should be clearly written /typed without any correction, interpolation and overwriting. Each page of the tender paper should have the dated signature of the bidder.
8. If any information or document furnished by the bidder is found to be misleading /incorrect at any stage, their tender will not be accepted.
9. The quantum of procurement will be made on requirement basis.
10. The authority reserve the right to accept /reject all the bids or any part thereof without assigning any reason thereof.
11. The bidders have to submit a declaration in the form of affidavit as per annexure- 2.
12. **The L1 bidders who cannot supply/ or have partial supply of the ordered quantities in due time, the deposited EMD Money will be forfeited. The same Agency/ Firm should not be allowed to participate in the FMMCH Tender for next 3 years consecutively .**

### A. TENDER PROCESSING FEE AND EMD

1. The bidder should deposit the EMD of Rs. 10,000/- (refundable) in State Bank of India, Balasore Main Branch **SBI Acc No.- 43479812395, IFSC No.- SBIN0010128** and submit the deposit challan or online Transfer slip along with Bid for verification.
2. Rs 2000/- towards processing of tender fee (non refundable) in shape of Treasury challan head of Account- **0210-01-800-0097-02082-000- other receipt medical & health service.**

The EMD of the non responsive bidders will be returned after completion /finalization of the tender process and that of the bidders only after competition of the tender period.

  
Superintendent,  
FMMCH, Balasore

## ELIGIBILITY CRITERIA

Wholesalers/ Distributors/ suppliers/ manufacturers/ retailers are eligible to participate in the tender provided they have:-

1. Valid wholesale/retail/Distributor license from the competent authority mandatory. Valid means 'valid till the date of opening of **cover(A)** (Technical bid ) & should be re validated for the tender period.
2. Proof of three years (3 yr) supply to any GOVT. Hospital /PUS/Corporate Sector Hospital along with satisfactory performance report from the purchaser. The copy of the purchase order is to be enclosed as such proof.
3. Bidders submit the Annual turnover of Rs 10 lakhs or more in each year of last three preceding year.
4. Bidders should have valid registration under GST & IT.
5. Bidders are requested not to quote products of those manufacturing unit who has been blacklisted /Irregular supply /Partial supply, either by the tender inviting authority or by any state Govt. or Central Govt. organization.

### C. Documents to be submitted with the Technical BID (COVER- A)

- A. Tender processing fee of Rs 2000/- (NON REFUNDABLE ) in shape of Treasury challan.
- B. Earnest Money Deposit (EMD ), Rs 30,000/- in form of deposit challan or online Transfer slip.
- C. Valid Wholesale /Distributor and authorizations in original from the manufacturers whose products are quoted by the bidder.
- D. Copy of valid PAN CARD & GST registration certificate.
- E. Copy of last three years I.T Return.
- F. Detail name , Address , Telephone No., Mobile No. , E-mail id of the bidder /contact person
- G. All the pages shall be duly signed and sealed by the bidder.

### D. SAMPLE VERIFICATION

The Bidders who are qualified in Technical evaluation should submit their samples of each quoted items in front of selection committee at the time of Tender Opening.

The selected samples of each items are remain reserved under Tender selection committee for verification of the quality at the time of receiving Purchase order quantity.

### E. PRICE BID /FINANCIAL BID(COVER – B )

The tender format giving the quoted rate for Bedding , Clothing & Garments, should be submitted in sealed covers here after called **COVER (B)** (PRICE BID). The bidders has to submit sealed price bid.

1. The tender format (price schedule) in the prescribed format (**ANNEXURE- 1**) in hard copy must be submitted in the bid. The price of the item should be quoted inclusive of insurance /packing/forwarding /fright (door delivery) but exclusive of GST if any .The rate should be quoted for each item both in figures and words with legibility. In case of difference in words and figures, words will be taken into consideration for evaluation.
2. Alternative bid for any item is not acceptable and the item for which multiple bid /rates quoted by the bidder will not be taken into consideration for evaluation.
3. The quoted rate should be final and shall not be subjected to any escalation during the validity of the tender period.
4. The bidder should submit /furnish a certificate in the tender to the effect that the **price quoted by them is not more than the open market price** or also under GeM Rate Contract where such rate exists. However, in circumstances when the price decreases during the contract period, the approved supplier should ethically intimate the same to the purchasing authority. In such circumstance the lower/decreased price shall be paid

  
Superintendent,  
FMMCH, Balasore

## SECTION OF THE BIDDER

The tender paper will be rejected if any of the following documents are wanting /not found with the tender bid .

- a. Non submission of relevant documents as mentioned in **Clause –C**
- b. Sealed price bid (s)/quoted rate with signature & seal in each page.
- c. Bidder applying multiple Bid.

## G. EVALUATION

1. Tenders will be evaluated as per the requirement of bid and the price bid will be opened ,only for the bidders who qualify in the document evaluation/sample evaluation as per Technical bid.
2. The cost of the unit items excluding Tax/GST will be evaluated.
3. After sample verification of quoted items, **L1, L2 & L3** should be selected on quality basis, by the Tender committee. Selection of Each items will made on **QUALITY** Basis and bidders quoting such price shall be awarded contract for supplying that particular items.

## TERM & CONDITION

### A. SUPPLY & DELIVERY

1. All supply should be completed within 15 days from the date of the issue of the purchase order.
2. Delivery should be made at FMMCH store Balasore.
3. Nil supply /unwilling to supply the ordered quantity in any situation will lead to forfeiture of EMD and **blacklisting for 3 years.**
4. **The successful bidders who are (un-willing to supply / not supply/ partial supply) of the total PO quantity, in stipulated mentioned time period, then their 10 % amount will be deducted from EMD Money .**
5. In case the L1 bidder fails to supply the items within the stipulated time /period ,the purchaser reserves the right to purchase the said items from any eligible bidder at L1 approved rate .
6. The approve rate and supplier will be valid for **one year or till finalization of the next tender whichever is later.**
7. All legal disputes, if any relating to purchase etc, are subject to jurisdiction in the court of law situated at Balasore, Odisha.

### B. PAYMENT

100% Payment shall be made after quality verification & submission of stock entry certificate(s) from the concerned authority and as per the availability of fund. Under no circumstances the supply should be interrupted as regards to payment.

### C. PENALTY

In case the supplier fails to supply the order quantity the performance security i;e EMD Money will be forfeited .No further purchase order will be placed to the firm /supplier for the item(s) and the firm will be debarred from participating in any tender (for that time ) floated in future for three years.

  
Superintendent  
FMMCH, Balasore  
FMMCH, Balasore

**ANNEXURE-1**

**PRICE SCHEDULE FOR HOSPITAL BEDDING CLOTHING & GARMENTS**

SL. NO	SL. NO. AS PER TENDER	NAME OF THE ITEM	SPECIFICATION/ UNIT	EACH RATE (IN FIGURE)	EACH RATE (IN WORD)	GST %

  
20/11/25  
**Superintendent,  
FMMCH, Balasore**

## ANNEXURE – 2

### DECLARATION FORM

I/WE \_\_\_\_\_ having My /our \_\_\_\_\_  
Office at \_\_\_\_\_ do declare that I /We have carefully read all the term and  
condition of tender of the \_\_\_\_\_ Odisha for the supply of \_\_\_\_\_. I  
WILL ABIDE WITH ALL THE TERM AND CONDITIONS SET FORTH IN THE TENDER PAPER REFERENCE  
no: \_\_\_\_\_

I/We do hereby declare I/We have not been de- recognized/blacklisted by any state Govt. Union Territory  
/Govt. of India/Govt. Organization/Govt. Health Institution for supply PART-SUPPLY/NON-SUPPLY.

I /we do hereby declare that the rates quoted by me/us are neither more than the maximum retail Price  
nor DGS &D rate contract and Gem Contract.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and or Security Deposit  
and blacklist me us for a period of 3 years if any information furnished by us proved to be false at the time of  
inspection/verification and not complying with the Tender term & conditions.

I/We further declare that I/We possess valid dealer for **BEDDING CLOTHING & GARMENTS** and license  
bearing NO \_\_\_\_\_ Valid up to \_\_\_\_\_/regd. supplier with sale tax and GST clearance.  
I/We \_\_\_\_\_ do hereby declare that I/We will supply the \_\_\_\_\_ as  
per the term and conditions & specifications of the tender document.

I /We further declare that my /our EMD and or Security Deposit will be forfeited if I / We fail to supply any  
order item after getting order from the purchaser.

Signature of the bidder

Date

Name and address of the firm :

Affidavit before Executive Magistrate / NOTARY

  
19/5  
Superintendent  
FMMCH, Balasore

**ANNEXURE-3**

**ANNUAL TURN OVER STATEMENT**

The Annual Turnover of M/S \_\_\_\_\_

Who is a wholesaler/distributor/manufacturer for the last three years are given below and certified that the statement is true and correct .

SL. NO	YEAR	TURNOVER IN RUPEES	REMARK
1	2021-2022		
2	2022-2023		
3	2023-2024		

DATE:

Signature of the auditor/Chartered Accountant

Place:

Name in capital

Registration No

Seal

NB:

1. This certificate should be supported by figures in PL Accountant & Income Tax Return.
2. Distributor has to submit own as well as turnover of the principal manufacturer /super stockiest whose products they are quoting.

  
26/1/25  
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FMMCH, Balasore

**ANNEXURE-4**

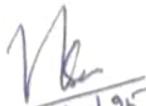
**CHECK LIST**

Sl. No.	Details of the bidder		
1	Name of the Bidder		
2	Bidder Type (Please Tick)	Manufacture	Other
3	Address with Phone No. & email ID		
4	Contract Person:		
5	Mobile No. / Landline No.		
6	Email ID		

**DOCUMENTS SUBMITTED**

Sl. No.	Document details	Submitted (Yes/No)	If Yes Page No.	Remarks if any
1	Tender Processing fees details: Challan (Treasury)No.: Date: Amount:			
2	EMD Details: Challan/ slip No.: Date: Amount:			
3	Valid license:			
4	Annual Turnover statement:			
5	IT return statement / Tax clearance certificate			
6	Proof of supply Govt. order or PUS			
7	Copy of PAN Card			
8	Copy of GST registration certificate			

**N.B: Bidder has to sign and seal with sequentially numbered (both bids)**

  
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Superintendent,  
FMMCH, Balasore

TENDER LIST OF HOSPITAL BEDDING, CLOTHING & GARMENTS FOR THE YEAR 2024-25 OF FMMCH , BALASORE

SL NO.	ITEM NAME	SPECIFICATION	EACH RATE
1	PATIENT DRESS FEMALE (L)-POLYESTER	EACH	
2	PATIENT DRESS FEMALE (M)-POLYESTER	EACH	
3	PATIENT DRESS FEMALE (S)-POLYESTER	EACH	
4	PATIENT DRESS FEMALE (X)-POLYESTER	EACH	
5	PATIENT DRESS FEMALE (XL)-POLYESTER	EACH	
6	PATIENT DRESS FEMALE (XXL)-POLYESTER	EACH	
7	PATIENT DRESS FEMALE (XXXL)-POLYESTER	EACH	
8	PATIENT DRESS MALE (L)-POLYESTER	EACH	
9	PATIENT DRESS MALE (M)-POLYESTER	EACH	
10	PATIENT DRESS MALE (S)-POLYESTER	EACH	
11	PATIENT DRESS MALE (X)-POLYESTER	EACH	
12	PATIENT DRESS MALE (XL)-POLYESTER	EACH	
13	PATIENT DRESS MALE (XXL)-POLYESTER	EACH	
14	PATIENT DRESS MALE (XXXL)-POLYESTER	EACH	
15	DOCTORS O.T DRESS FEMALE (XXL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
16	DOCTORS O.T DRESS FEMALE (L)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
17	DOCTORS O.T DRESS FEMALE (M)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
18	DOCTORS O.T DRESS FEMALE (X)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
19	DOCTORS O.T DRESS FEMALE (XL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
20	DOCTORS O.T DRESS MALE (L)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
21	DOCTORS O.T DRESS MALE (M)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
22	DOCTORS O.T DRESS MALE (X)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
23	DOCTORS O.T DRESS MALE (XL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
24	DOCTORS O.T DRESS MALE (XXL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
25	DOCTORS O.T DRESS MALE (XXXL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
26	I C U DRESS FEMALE (X)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
27	I C U DRESS FEMALE (XL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
28	I C U DRESS FEMALE (XXL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
29	I C U DRESS MALE (X)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
30	I C U DRESS MALE (XL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
31	I C U DRESS MALE (XXL)POLYESTER	PANT WITH SHIRT (WITH SHIRT FRONT POCKET & PANT SIDE POCKET)	
32	O.T GOWN- GREEN LONG FULL SLEEVE WITH BACK STRING OPENING, ELASTIC WRIST BAND FRONT POCKET (LARGE)	EACH	

*Nk.*  
20/1/25

	TOWEL BIG (COTTON) WHITE	BOTH SIDE STICHED (5' *2.5' )	
34	TOWEL SMALL (COTTON) WHITE	BOTH SIDE STICHED (2'*1.5')	
35	O.T TOWEL- GREEN	BOTH SIDE STICHED (100 x 90) CM	
36	O.T TOWEL WITH HOLE- GREEN (LAPEROSCOPY)	3' x 6'	
37	BLANKET (ADULT)	BOTH SIDE STICHED (230 x 150)	
38	BLANKET (CHILD)	BOTH SIDE STICHED (115x 80) CM	
39	LONG CLOTH (GREEN) 3' X 6'	PER METER	
40	MOSQUITO NET	(L x B x H) (180 x 160 x150)	
41	O.T APRON ( THIK PVC)	SLEEVE LESS	
42	HALF SLEEVE COAT WITH FRONT POCKET XL	EACH	
43	HALF SLEEVE COAT WITH FRONT POCKET XXL	EACH	
44	HALF SLEEVE COATWITH FRONT POCKET XXXL	EACH	
45	HALF SLEEVE COAT WITH FRONT POCKET M	EACH	
46	FULL SLEEVE COATWITH FRONT POCKET SMALL	EACH	
47	FULL SLEEVE COAT WITH FRONT POCKET MED	EACH	
48	FULL SLEEVE COAT WITH FRONT POCKET LARGE	EACH	
49	FULL SLEEVE COAT WITH FRONT POCKET XXXL	EACH	
50	GUM BOOT	PAIR	
51	DANGIRI WITH FULL HEAD COVER	EACH	
52	WINDOW SCREEN-COTTON/ SEMI COTTON 54"X 36"	EACH	
53	WINDOW SCREEN-COTTON/ SEMI COTTON 60" X 48"	EACH	
54	WINDOW SCREEN-COTTON/ SEMI COTTON 66" X 54"	EACH	
55	WINDOW SCREEN-COTTON/ SEMI COTTON 72" X 54"	EACH	
56	TABLE CLOTH 48" X 30"	EACH	
57	TABLE CLOTH 48" X 72"	EACH	
58	TABLE CLOTH 60" X 42"	EACH	
59	TABLE CLOTH 60" X 42"	EACH	
60	COTTON PILLOW-20 X 30 INCH	EACH	
61	PILLOW COVER 22 X 35 INCH	EACH	
62	MATRES COVER (REXIN)	PER SQ.FT.	
63	DOOR SCREEN-COTTON/ SEMI COTTON72" X 36"	EACH	
64	DOOR SCREEN-COTTON/ SEMI COTTON78" X 42"	EACH	
65	BED SHEET (PRINTED ) SINGLE- COTTON (5'X6'.6" )	BOMBAY DYING	
66	BED SHEET (PRINTED ) DOUBLE- COTTON (7'X9'.6")	BOMBAY DYING	
67	BLANKET DOUBLE (6'.6"X5')	EACH	
68	BLANKET SINGLE (6'X3')	EACH	

*M*  
20/1/25