

KOLKATA POLICE

RE-TENDER NO. 208/HUMAN MEDICINE/TEN/2018-2019,

Dated: 12 /10/2018



Re-tender for supply of Human Medicine for Kolkata Police Hospital during the year 2018-19.

KOLKATA POLICE DIRECTORATE, 18, LALBAZAR STREET, KOLKATA 700001.

Designed & Computerized By : Tender Section KPD

Sealed re tender is invited by the Commissioner of Police, Kolkata from Pharmaceutical Company, bonafied suppliers/ dealers etc. of the related field for supply of Human Medicine for Kolkata Police Hospital during the year 2018-19.

The Detailed Re tender Document can be downloaded from www.kolkatapolice.gov.in. Bidder has to submit their bid in the sealed Box kept at tender Section, 18, Lalbazar Street, Kolkata – 700 001.

The last date of the submission of re tender is **on 31.10.2018 at 15.00 hour**.

The Detailed Re tender Document can be downloaded from www.kolkatapolice.gov.in
Respective Office :- tender Section, Ground floor Main Building Kolkata Police, Hqrs. Lalbazar, 18, Lalbazar street, Kolkata - 700 001 (Ph:-033-2250-5048) (Fax:-033-2214-5512), (E-Mail:- tendersection@kolkatapolice.gov.in) .

Bidders are requested to read the instruction contained in Re tender Document very carefully as defective re tender are liable to be cancelled.

Credentials & Pre-qualifications of the Bidder

1. The responding Bidder should be registered under statutes of India. The organization should be of repute and be incorporated /registered in India. Annual reports of the bidder should be available for review on request.
2. The bidder should not have been blacklisted by any Central/State Government/Public Sector Undertaking for the re tendered item and/or any other item. An undertaking in this regard should be submitted by the bidder /otherwise the bid shall be summarily rejected.

If the selected firm is found/detected Blacklisted subsequently by any Central/State Government/Public Sector Undertaking (for the re tendered item or any other item) at any stage of procurement process, the acceptance of the selected firm and/or the supply order etc., if issued would be treated as cancelled and the contract in whole will be terminated with immediate effect with an intimation to the concerned firm.

The EMD will be forfeited and the Commissioner of Police, Kolkata reserves the right to initiate the proceedings against the selected vendor. In this regard, Commissioner of Police, Kolkata reserves the right to select the second lowest (L2) vendor for supply of the re tendered item. The decision taken by Kolkata Police authority in the matter will be treated as full & final in this regard.

3. Bidder should not be insolvent, in receivership, bankrupt or being wound up, their affairs are not being administered by the Court or a judicial officer, their business activities have not been suspended and should not be the subject of legal proceedings of any of the foregoing.
4. Bidder should not have been convicted of any criminal offence related to professional conduct or the making of false statement or misrepresentation as to their qualifications.
5. The bidder desirable to have had a **GST IN Number**.
6. The bidder should have in its name PAN (Permanent Account Number) with Income Tax authority in India.
7. The bidder should have in its name Professional Tax Enrolment Certificate.
8. All items in the Re tender should be quoted.
9. The Bidder should be recognized and having technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience, reputation and the personnel, to perform the works contract.

INSTRUCTIONS FOR GUIDANCE OF BIDDERS

Re tenders must be addressed to the Commissioner of Police, Kolkata (on behalf of Governor of West Bengal). It should be superscripted "Re tender for purchase of Human Medicine for Kolkata Police Hospital during the year 2018-19".

Sealed E.M.D amounting to **Rs 10,000/- (Rupees Ten Thousand)** in favour of Commissioner of Police, Kolkata with Bid require to be dropped in the sealed tender Box kept in Re tender Section, Lalbazar (Ground floor) after signing in the register kept for this purpose, after signing in the register kept for this purpose.

1. Brochures (if required) must be produced along with the re tender.

2. Intending bidder have to deposit the **Earnest Money amounting to Rs 10,000/-** (Rupees Ten thousand) as mentioned against the re tendered item along with the sealed re tender. Deposit should be made in favour of the Commissioner of Police, Kolkata through Bank Draft/ Bank Guarantee/ NSC or FD in or P.O. or Bank duly pledged in favour of the Commissioner of Police Kolkata.
3. Firms registered as a Small Scale Industry with the C & S.S.I. Department and MSME Dept. may, however, be exempted from depositing earnest money on production of satisfactory documents in support of their claim.
4. Any claim of GST/ST or any other prevalent taxes & duties, if applicable, should be clearly mentioned against the rate of item/ material. The amount of such taxes & duties, if required should be shown separately.
5. If any bidder disregards these instructions, his re tender is liable to be rejected. This office accepts no responsibility for the same.
6. The Commissioner of Police, Kolkata does not bind himself to accept the lowest or any re tender, not to assign any reason for non-acceptance. He also reserves the right to divide the contract among any number of bidders, and to let contracts for less than the quantities mentioned in the form of re tender.
7. Any attempt of canvassing on the part of a bidder will render his re tender liable to rejection summarily
8. Bidders whose contracts are accepted will be required to execute at their own cost a duly stamped Agreement in the prescribed Form within Stipulated period after they are notified about the acceptance of the re tenders and Security Deposit at prescribed rates in the form of Bank Deposit receipt, National Savings Certificate issued by Post Office (P.O.) duly pledged in favour of the Commissioner of Police, Kolkata.
9. All bidders shall submit along with their re tender, copy of the relevant papers as mentioned in the re tender. Re tenders received without such documents will not be considered. Credentials as to previous contracts held by the bidders with any other department of Government should also be enclosed as well.
10. The products of (1) Regd. SSI Unit of the State (2) State Govt. Undertakings/ Organizations owned/ managed by the State Govt. and (3) State based Medium Scale/ Large Scale Units may be given preference, if quality is found satisfactory, in terms of the relevant rules of WBFR Vol-I (Since amended) & Finance Deptt. Notification, Govt. of W.B. issued from time to time.
11. Bidder who wants to participate in the Re tender for supply of Medicines for Kolkata Police Hospital for the year 2018-19 have to deposit all relevant papers as mentioned in the Re tender Document.

CONDITIONS

1. In the event of the Bidder failing to make a security deposit in manner hereinafter mentioned, the Commissioner of Police, Kolkata may, at his discretion, forfeit the earnest money lodged with this re tender and cancel the acceptance of the re tender.
2. On completion of Re tender formalities, Letter of Acceptance (LoA) will be issued in favour of the selected bidder. The rate approved through the re tender will remain valid for 01 (one) year from the date of issuance of LoA and the selected bidder will be bound to supply of the re tendered item/ material as per accepted rate of the respective re tender against the Supply/Firm Order placed within the validity of the Re tender. The bidders are therefore

advised to quote their rate keeping in mind with the above stipulation. No deviation of the above shall be entertained.

3. The Bidder shall have to deposit equivalent to a sum equal to 5% (five percent) of the total value of the Supply/Firm Order (excluding admissible Taxes/GST) as Security Deposit (covering the entire Warranty period) in a Savings Bank Pass Book/BG/NSC/Postal Order pledged to the Commissioner of Police, Kolkata or in Government Securities endorsed to the Commissioner of Police, Kolkata or produce bank guarantee and FDR (of Nationalized Bank) and execute an Agreement within 7 days from the date of issue of the LOA failing which the Letter of Acceptance (LoA) may liable to be cancelled.
4. If the Bidder by any cause, other than his own neglect or default, be prevented or delayed from execution of works as aforesaid, the periods provided in clause may be extended by the Commissioner of Police, Kolkata on being satisfied that reasonable grounds exist for such extension.
5. The Bidder shall provide, at his own expense, all tools, plant, implements, packing, coolie hire charges and the like as will be necessary for the due performance of the contract. No claim on these account shall be entertained.
6. This contract shall not be sublet either wholly or partly without the written permission of the Commissioner of Police and on breach of this provision the Commissioner of Police may determine the contract and forfeit the Security Deposit and the Bidder shall have no claim for loss thereby resulting to him on any account whatsoever.
7. Any breach by the Bidder of any of the terms of the contract the Commissioner of Police may, in addition to recovering any loss sustain, terminate the contract on seven days notice to the bidder. The decision of the Commissioner of Police shall be the final on all questions as to the extent, meaning or construction of the said schedule or any descriptions, prices or other matters therein mentioned.
8. Where this contract is made with a firm, the act of any partner in the firm whether in breach or performance of the contract, shall be binding on the firm.
9. In the event of failure to supply the items as agreed upon by the bidder, such product/item/material will be purchased elsewhere without notice to the bidder on the account and at the risk of the bidder. Bidder shall be liable for any loss which the Government may sustain on that account but the bidder shall not be entitled to any gain on purchase made against default.
10. If the bidder is failed to supply the items according to the specification and/or as approved of the respective re tender, the E.M.D / S.D may be forfeited and the selected firm may be blacklisted.
11. The re tender shall comprise of- (i) Technical Bid & (ii) Financial Bid. The Technical Bid will be opened first and if it is found technically suitable and/or feasible, only then the Financial Bid will be considered. Otherwise the entire Bids (Technical, Financial and Earnest Money) will be treated as cancelled.

Technical Bids shall be evaluated by tender Committee and the overall performance of the bidder comprising Technical & Financial evaluation shall be done by the Re tender Committee constituted for that purpose which will be informed to the bidders who found eligible to participate in the re tender.

12. The Commissioner of Police does not bind himself to accept the lowest or any re tender, not to assign any reason for non-acceptance. He also reserves the right to divide the contract amount

any number of bidders. The Commissioner of Police, Kolkata reserves the right to accept and/or reject any re tender, all re tenders or any part thereof, without assigning any reason thereto.

13. After completion of the process of selection, the selected firm expected to be asked to furnish Proforma Invoice for the respective item(s) for initiating procedural formalities for obtaining sanction of Govt. The Supply/Firm order may, however be placed only on receipt of sanction of fund from Govt.

14. As far as the re tender procedure is concerned, there are several stages for sanctions and grounds for Blacklisting which are usually accepted -

1. At the stage of competitive bidding- on the ground of -

- i) Submitting false documents as far as the eligibility criteria are concerned,
- ii) Submission of bid which involves concealment /suppression of facts in the bids in order to influence the outcome of eligibility screening or any other stage of open bidding.
- iii) Unauthorized use of one's name or the name of any other firm for the purpose of bidding,
- iv) Withdrawal of a bid, or refusal to accept an award, or enter the contract with the Govt. without justifiable cause, after he had been adjudged as having submitted the lowest responsive bid,
- v) Refusal or failure to post the required performance security within the prescribed time, as indicated in the detailed re tender notice.
- vi) Refusal to clarify in writing its bid during post qualification within the prescribed period as contained in the detailed re tender notice from receipt of the request for clarification.
- vii) Any documented unsolicited attempt to unduly influence the outcome of bidding in his favour,
- viii) All other acts that tend to defeat the purpose of competitive bidding which is contrary to financial rules of the Government e.g. habitual withdrawing from bidding except a valid reasons, not complying with the requirements during bid evaluation.

2. At the stage of contract implementation - on the ground of -

- i) Failure on the part of the firm/company to fully and faithfully comply with the contractual obligations without valid cause or failure to comply with any written lawful instruction of the procuring entity or its representative(s) pursuant to the implementation of the contract.
- ii) Assignment and sub-contracting of the contract or any part thereof
- iii) Any other reason, which the procuring entity deems it logical to include in the contract, duly agreed by the selected bidder/firm.
- iv) Failure of supply within the stipulated period of time to be mentioned in the supply order.

15. **Disputes and Arbitration** - In case of any dispute or differences, breach and violation relating to the terms of this agreement, the said dispute or difference shall be referred to the sole arbitration of Commissioner of Police, Kolkata or any other person appointed by him. The award of the arbitrator shall be final and binding on both the parties. In the event of such arbitrator to whom the matter is originally referred to vacates his office on resignation or otherwise or refuses to do works or neglecting his work or being unable to act as arbitrator for any reason whatsoever, the Commissioner of Police, Kolkata shall appoint another person to act as arbitrator in the place of outgoing arbitrator and the person so appointed shall be entitled to proceed further with the reference from the stage at which it was left by the predecessor. The Bidder will have no objection in any such appointment that arbitrator so appointed is employee of Kolkata Police. The adjudication of such arbitrator shall be governed by the provision of the Arbitration and Conciliation Act, 1996, or any statutory modification or re-enactment thereof or any rules made thereof. The arbitration shall be held within the jurisdiction of Hon'ble High Court of Calcutta.

16. It should be noted that the firm/firms will be selected purely as "PROVISIONAL BASIS" and

the forecast requirement may increase or decrease by any quantity.

17. The Bidder is desirable to have an office in Kolkata. The Bidder should mention in detail their support infrastructure including address, contact phone no., fax no., e-mail ID etc. and modalities by which fast response to maintenance calls and minimum downtime will be ensured.

18. Terms of Payment:

The mode of payments to be made in consideration of the work to be performed by the bidder shall be as follows.

100% of the total cost - On completion of work.

- 19.

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	GST Registration Certificate. PAN Card. IT Return (Last year). P. Tax Enrolment Certificate/Challan with current validity (2017-18). Certificates Related to technical specification
B.	Company Detail (s)	Company Detail	Proprietorship Firm (Trade License) ; Partnership Firm : (Partnership Deed, Trade License) Ltd. Company: (Incorporation Certificate, Trade License) Society : (Society Registration Copy, Trade License) Power of Attorney.
C.	Credential	Credential	Similar nature of work done in any Reputed Hospital. Undertaking reg. Blacklisting

20. **Bid opening Location** - Office of the Commissioner of Police, Kolkata, 18 Lalbazar Street, Kolkata – 01.

21. Important Time Schedule - (date & time schedule)

Sl. No.	Particulars	Date & time
1.	Date of uploading of N.I.T Documents online (publishing date)	12.10.2018 at 15.00 hours
2.	Documents download/sell start date	12.10.2018 at 15.00 hours
3.	Documents Download/Sell End date	31.10.2018 at 15.00 hours
4.	Bid submission closing date (Offline)	31.10.2018 at 15.00 hours
5.	Last date of submission Earnest Money Deposit and Bid Documents (Offline)	31.10.2018 at 15.00 hours
6.	Bid opening date	01.11.2018 at 15.00 hours

22. **Estimated Amount is Rs 4,55,500/-**

23. BILL OF MATERIALS

Sl No	Item Details	Percentage Of Discount on M.R.P
1.	Human Medicine (Injections & Fluids, Common Antibiotics, Other Life Saving Drugs + Inhalers, Third Generation Antibiotics etc.).	

Selection will be made on Turnkey Basis.

Re tender should be accompanied with the following documents

INSTRUCTION TO BIDDERS

I. General guidance Re tendering -

Re tenders must be submitted in two Sealed Covers

- i) One Cover (**COVER-1**) should Contain Technical bid along with other non-statutory papers including latest copies of Trade Licence, Professional tax Challan, Pan Card, Latest I.T Receipt, GST Registration(desirable), credential, undertaking regarding Blacklisting, any other papers if required and the EMD. This Covers should be clearly superscribed **TECHNICAL BID** and sealed in one single sealed envelope. This instruction must be strictly followed otherwise re tender may be cancelled & bid must be submitted in the tender box kept in the tender Section, of Kolkata Police 18, Lalbazar Street, Kolkata-700001.

Cover containing Documents latest copies of Trade Licence, Professional tax Challan, Pan Card, Latest Income Tax Return, GST Registration(desirable) credential and other papers if required will be opened first and if found in order, cover containing the rate/Financial bids will be opened. If there is any deficiency in the Documents the re tender will summarily be rejected.

If any bidder fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the "Re tender Evaluation Committee" within a specified time frame, it may be treated as submission of false documents by the bidder and action may be referred to the appropriate authority for prosecution as per relevant Act. **Re tender shall be cancelled for non submission of relevant papers.**

- ii) Another SEALED Cover should contain Commercial/ Financial bids only which should be properly superscribed **FINANCIAL BID (COVER-2)**

Rejection of Bid -

The Commissioner of Police, Kolkata reserves the right to reject any / or all the re tendered rates without assigning any reason and not to place any orders even after selection and is not liable to pay any cost that might have incurred by any bidder at the stage of bidding and also reserves the right to, divide the contract among any number of bidders', if required so and to place order for more or less than the quantity mentioned in the forecast requirement. The Commissioner of Police, Kolkata does not bind himself to accept the lowest rate.

Award of Contract -

The Bidder whose Bid has been accepted will be notified by the Re tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance. The notification of award will constitute the formation of the Contract.

The Agreement in prescribed format will incorporate all agreements between the Re tender Accepting Authority and the successful bidder. All the re tender documents will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents.

Sd/-
for Commissioner of Police,
Kolkata