



**Government of Odisha
Social Security & Empowerment of PwDs Department
SIDR Building, Capital Hospital Campus,
Unit-6, Bhubaneswar-751001**

**TENDER
for Procurement of Equipment
for operating Kshyamata Express**

No. 4848

Date: 22.06.2017

The Department of Social Security and Empowerment of Persons with Disabilities, Government of Odisha requires various equipment like BERA and HI testing, Physiotherapy, Medical & testing, Data Entry & Awareness equipment for undertaking door to door delivery of public services and dissemination of information regarding the various schemes operated by the Department for the welfare of PwDs. The specification of the equipment and other details may be seen on the detailed bid which can be downloaded from website www.ssepd.gov.in

1. Availability of tender document:
SSEPD web site www.ssepd.gov.in & Cash Section of SIDR, Bhubaneswar
2. Date of Issue of tender Document:
From Cash Section, SIDR up to 24/07/2017 (within 11 AM to 5 PM of all working days.)
3. Date and time for submission of the Tender documents:
By speed post/ Registered post / courier/ hand in all working days up to 12:00 noon of 25/07/2017
4. Cost of tender paper:
Rs. 2000/- (in cash- if purchased from cash section of SIDR. In case of download from web site Demand Draft / Banker's cheque drawn in any nationalized/scheduled bank favouring "Director, SIDR" payable at Bhubaneswar which will be annexed with the Technical Bid)

This Tender does not entail any commitment on the part of SSEPD Deptt, Govt. of Odisha either financial or otherwise. SSEPD Deptt, Govt. of Odisha reserves the right to accept or reject any or all Tenders without incurring any obligation to inform the affected applicant/s of the grounds. The Tenders will be evaluated based on the information provided.

**Sd/-
Director, SSEPD, Odisha**



BID DOCUMENT
FOR
PROCUREMENT OF EQUIPMENT FOR OPERATING
KSHYAMATA EXPRESS

GOVERNMENT OF ODISHA
SOCIAL SECURITY & EMPOWERMENT OF PWDS DEPARTMENT
SIDR BUILDING, CAPITAL HOSPITAL CAMPUS,
UNIT-6, BHUBANESWAR-751001

<http://www.sepd.gov.in>

CONTENTS OF TENDER DOCUMENT

Sl.	Description of contents	Page
-----	-------------------------	------

No.		Number
1.	Important information to the Bidders	
2.	Scope of work and general instruction for Bidders.	
3.	Application-Technical Bid	
4.	Application-Financial Bid	
5	Bank Guarantee Format for Furnishing EMD	
6.	Declaration	

TENDER DOCUMENT

IMPORTANT INFORMATION TO THE BIDDER

Sl. No.	Item	Description
---------	------	-------------

1	Availability of tender document	SSEPD web site www.ssepd.gov.in & Cash Section of SIDR, Bhubaneswar
2	Date of Issue of tender Document from Cash Section, SIDR	Up to 24/07/2017 (within 11 AM to 5PM of all working days.)
3	Date and time for submission of the Tender documents by speed post/Registered post / courier/ hand	In all working days up to 12:00 noon of 25/07/2017
4	Cost of tender paper	Rs. 2000/- (in cash- if purchased from cash section of SIDR. In case of downloaded from web site Demand Draft / Banker's cheque drawn in any nationalized/scheduled bank favouring Director SIDR payable at Bhubaneswar which will be annexed with the Technical Bid)
5	Earnest Money Deposit	Rs. 50,000/- in shape of Demand Draft /Bank Guaranteed drawn in any nationalized/scheduled bank favouring Director, SIDR payable at Bhubaneswar
6	Date, time and venue of opening of a) Technical Bid b) Financial Bids of eligible Bidders c) Venue	1:00 PM of 25/07/2017 Will be communicated after evaluation of technical Bid SSEPD Department, SIDR Building, Unit-VI, Bhubaneswar.
7	Indenting Authority	Director, SIDR
8	Expected date of completion of supply of all intended materials	Within 90 days from the date of receipt of work order.

**INVITATION OF BID FOR SUPPLY OF EQUIPMENT
FOR OPERATING KSHYAMATA EXPRESS**

The Social Security & Empowerment of PwDs Department (SSEPD) invites bid from the Original Equipment Manufacturer (OEM) / OEM authorized vendors for supply of equipment for Kshyamata Express under two bid systems (Technical & Financial).

SCOPE OF WORK AND GENERAL INSTRUCTION FOR BIDDERS

1. Objectives:

The Department of Social Security and Empowerment of Persons with Disabilities, Government of Odisha requires various equipment like BERA and HI testing, Physiotherapy, Medical & testing, Data Entry & Awareness equipment for undertaking door to door delivery of public services and dissemination of information regarding the various schemes operated by the Department for the welfare of PwDs.

2. Background:

A number of PwDs spread over remote villages and panchayats are unable to avail the benefits of Samarthyas and other programmes organized at the district and block headquarters due to severity of their disabilities, lack of support for mobility to move to camp sites and even financial hardships. These PwDs are deprived of getting services including guidance, therapeutic help, aids and appliances, information on schemes and programmes, forms for scholarship, pension etc.

On the other hand the rehabilitation teams are unable to carry different testing and therapeutic equipment to the villages for assessment, identification, therapy, aids/appliances etc. This situation has affected prevention and reduction in degree of disabilities of the PwDs in these remote villages and Panchayats. Though the programme focuses more on Children with Special needs and PwDs, services shall be extended to Senior Citizens, Transgender, Substance abusers, Beggars & Destitute etc.

3. Eligibility Criteria:

The bidder must have

- a) Minimum turnover of Rs.50.00 lakh in any one year in last three financial years i.e.2014-15, 2015-16 and 2016-17.
- b) Updated GST/Odisha VAT or CST registration certificate.
- c) Registration certificate from competent Authority for manufacturing.
- d) BIS/ISO license of the equipment to be supplied.
- e) Authorization certificate from the OEM in case of OEM authorized vendors.
- f) Supplied such vehicle/equipment to Govt. Department /PSU/ Autonomous body etc.
- g) Three years' experience in the field of supply of such equipment
- h) Certificate of after post/sale services availability.

4. Application Procedure:

- a) The Bid has been invited under two bid systems i.e. Technical Bid and Financial Bid. The interested bidders are advised to submit two separate sealed envelopes super scribing "Technical Bid for supply of Equipment for Kshyamata Express" & "Financial Bid for supply of Equipment for Kshyamata Express ". Both sealed envelopes should be kept in a bigger sealed envelope super scribing "Proposal for Supply of Equipment for Kshyamata Express ".
- b) **Technical & Financial Bid:** The Bidder has to fill up the Technical bid Form (Format-A) & submit it with a separate envelope with all self-attested documents as mentioned in para-2 (f). The technical Bid should be serially page marked. Similarly, the Financial Bid form has to be filled up as per prescribed form (Format-B) and to be submitted in separate sealed envelope. The cost should be inclusive of all taxes, all charges, levies, cost of packing, transportation cost, delivery at point, cost of accessories, controls, programming, customized modifications etc. except GST/Odisha VAT. GST/Odisha VAT is to be quoted separately in the Financial Bid form.
- c) The tender should be addressed to the Director, SSEPD Department, Govt. of Odisha, SIDR Building, Capital Hospital Campus, Unit- VI, Bhubaneswar- 751001.
- d) The Bid document shall be available in the cash section of the SIDR, Capital Hospital Campus, Unit- VI, Bhubaneswar- 751001 within 11.00 AM to 5.00 P.M. of all working days up to 24/07/2017 by depositing non-refundable amount of Rs.2,000/- in cash as cost of BID document. The BID document can also be downloaded from SSEPD web site www.ssepd.gov.in and the cost of the tender paper is to be enclosed in shape of crossed

Demand Draft / bankers cheque in favour of "Director, SIDR" payable at Bhubaneswar along with the Technical BID.

- e) **Earnest Money Deposit (EMD):** The bidder has to submit EMD amounting to Rs.50,000/-. The EMD (refundable -without interest), in shape of Demand Draft/Bankers cheque/Bank Guarantee (Format C) from any Nationalized or Scheduled Bank drawn in favour of Director, SIDR payable at Bhubaneswar, failing which the tender shall be rejected summarily. In case of bank guarantee, it should be valid up to at least 03 months from the date of publication of the tender. The instrument in original should be necessarily accompanied with the Technical Bid. The EMD of the un-successful bidders shall be refunded within 30 days after award of contract. The EMD shall be forfeited in the event of withdrawal of the tender once submitted OR in case of a successful bidder fails to execute the agreement within specified period. The EMD of successful bidder shall be refunded after receipt of Performance security.
- f) The interested Bidder are to enclose self-attested photocopies of the following valid documents in the Technical Bid envelope
- i. Registration certificate/ any such equivalent certificate in support of formation / recognition of the bidder/ bidder's organization obtained from the Government Authority. In case of sole proprietor/individual, document showing its constitution as per law.
 - ii. Copy of PAN card.
 - iii. Copy of updated GST/Odisha VAT or CST registration certificate.
 - iv. Copy of the Audited Statement of accounts duly certified by CA (Balance Sheet, Profit Loss A/C or Income Expenditure A/c etc. as applicable) for the Financial year 2016-17, 2015-16, 2014-15.
 - v. EMD as mentioned in para-02 (e) of the scope of work of the tender document in shape of Demand draft/Bankers cheque/Bank Guarantee.
 - vi. Money receipt towards purchase of tender paper directly from cash section, SIDR. DD/Bankers cheque amounting to Rs.2,000/- in case of Tender Document downloaded from web site.
 - vii. Tender Document duly signed and sealed by the authorized person of the bidder in each page as a token of acceptance of all terms and conditions of the Bid.
 - viii. Declaration as per format D.
 - ix. Registration certificate from competent Authority for manufacturing.
 - x. BIS/ISO license of the Equipment to be supplied.
 - xi. Authorization certificate in original from the OEM in case of OEM authorized vendors.
 - xii. Purchase order/agreement/document in support of supplying to Govt. Department /PSD/ Autonomous body etc.
 - xiii. 03 years of experience in the field of supply of Equipment/Vehicle
 - xiv. Certificate of post-sale services availability
 - xv. Power of attorney in case of authorized signatory

5. Submission & opening of Tender:

- a) The interested Bidders may submit the tender document complete in all respects along with EMD and other requisite documents on or before 25/07/2017 up to 12 noon addressed to Director, SSEPD Department, Govt. of Odisha, SIDR Building, Capital Hospital Campus, Unit-VI, Bhubaneswar- 751001 by registered Post/ Speed Post/ Courier/ hand . SSEPD Deptt. shall not be held responsible for any postal delay.
- b) The Authority may, at its discretion extend the deadline for submission of tenders by amending the tender documents in which case all rights and obligations rest on the authority.

- c) Late Bidders: Any bid received by the authority after the prescribed time and dateline for submission of bids will not be opened and considered. Thus the same is deemed to be rejected.
- d) The Technical bids shall be opened at 1PM on 25/07/2017 in the Chamber of Director, SSEPD, Bhubaneswar in the presence of the authorized representatives of the bidders, if any, who wish to be present on the spot at that time.
- e) The Financial Bid of only those tenderers will be opened whose Technical bids are found in order. The Financial BID will be opened after technical evaluation.
6. Requirement: At present the approximate requirement is 30 nos. of each item for 30 districts. The requirement as mentioned above is tentative one which may be increased or decreased as per need.
7. Specifications: The detailed specification is as per the following:
- a) The agency/agencies will supply **BERA and other Diagnostic equipment for assessment of HI cases** with following component specifications as per decision of Technical Committee:
- i. BERA should be non-sedative single channel, ASSR, ECoChG with Clicks, Tone Burst, Chirp Stimuli and have the facilities to make your own VEMP Protocol comes with Laptop.
 - ii. Flute Model Diagnostic, High Frequency Tympanometer with 226 Hz & 1000 Hz probe tone IPSI and contralateral stimuli with automatic acoustic reflex thresholds and quick test and comes with software and with in-built thermal printer.
 - iii. PTA, Auto Threshold, Speech Audiometry, ABLB, SISI, DLI, Tone Decay, Stenger, Master Hearing Aid, Internal Flash Memory for Speech Materials
- b) The agency/agencies will supply **Physiotherapy equipment** as listed below as per decision of the Technical Committee:-
1. Electrical Stimulation with Faradic & Galvanic
 2. IFT
 3. Ultrasound (1MHz & 3MHz)
 4. Traction with accessories for cervical & lumbar and wooden bed
 5. TENS
 6. TERA Band/Tube- set of 5 rolls
 7. Cryotherapy-small
 8. Stethoscope
 9. Sphygmomanometer
 10. Thermometer
 11. Knee Hammer
 12. Pelvic inclinometer
 13. Portable Laser unit
 14. Weight cuffs- 5 sets of 1kg to 5kg
 15. Goniometer
 16. Dumb bell- 2 sets-1.5kg to 5kg.
 17. Measuring tape
 18. Bolster
 19. Wedge
 20. Foot step
 21. Chair & stool
- c) The agency/agencies will supply following **medical & testing equipment** as listed below as per decision of the Technical Committee:-
1. **Screening Kit (Nestroft)** for screening of Blood Disorder disabilities

2. **IQ and Psychological tests and scales, ASD scales** for assessment of intellectual disabilities and Children with Autism
 3. **computerized Ophthalmoscope and vision testing kit**
 4. **Portable X-Ray machine with all accessories**
 5. **Tool Kit for repair and measurement of Aids/appliances**
 6. **Portable ECG machine with all accessories**
- d) The agency/agencies will supply following **Data entry & awareness equipment** as listed below as per decision of the Technical Committee:-
1. **Laptop**
 2. **Printer & Scanner**
 3. **LED Screen**
 4. **Projector**
 5. **Public Address System**
8. Warranty period should be for minimum of 02 years. Warranty certificate is to be accompanied with each equipment/vehicle.
 9. Evaluation of BID & award of Contract.
 - a) The Procurement Committee of SSEPD will evaluate the Technical BID & Financial BID. The technical bid of the bidders will be evaluated. Firstly, the document/papers asked in the technical bid will be evaluated. There after the technically qualified bidders will be short listed. Financial Bid of the bidder/s submitted all the required document/papers will only be considered for opening.
 - b) Opening of Financial Bid: The names of the technically qualified bidders after evaluation will be declared in the meeting .Financial Bid of only technically qualified bidders will be opened in the meeting.The rate quoted by the bidders will be declared in the meeting.The date of the Financial Bid opening will be communicated after completion of technical evaluation.
 10. Acceptance or Rejection of the Bids:
 - a) Authority reserves the right to accept or reject any bid and to reject all bids at any time without assigning any reason thereof.
 - b) Any bid with incomplete information is liable for rejection.
 11. Award of Contract:
 - a) The contract will be awarded to the Bidder / Bidders substantially responsive to the Bid document & who has/have offered the lowest evaluated cost.
 - b) If a special situation arises, where the lowest evaluated responsive bidder is not in a position to supply the full quantity required, the remaining quantity as far as possible be ordered on the next higher responsive bidder (s) at the rate offered by the lowest evaluated responsive bidder, after obtaining specific approval from the competent Authority on the specific recommendation of the Procurement Committee.Decisions of the Director, SSEPD is final & binding to all the bidders in this regard.
 12. Delivery Schedule: The materials are required to be supplied within 90 days from the date of receipt of purchase order. The items so supplied shall be test checked at the time of delivery.
 13. Release of payment. The payment will be released by the SSEPD Deptt. within 30 days after receipt of the required reports / Papers/ documents as under (i) satisfactory completion of the supply (ii) receipt of receive & stock entry certificate (iii) required random post-delivery inspection (PDI)report and (iv) on fulfillment of all other conditions of the agreement. No advance payment shall be made or no payment shall be entertained on negotiation through Bank.
 14. Liquidation Damages: The entire supply is to be completed within 90 days from the date of receipt of the purchase order. If the selected bidder fails to supply the materials within the stipulated days without any valid reasons, liquidation damages @ 0.5 % per week or part thereof up to 10% of the contract value shall be imposed for the delayed period under orders of

the appropriate Authority. If the successful bidder supplies the materials whose quality does not commensurate with the specification mentioned in the BID penalty as deemed proper will be imposed. The Authority reserves the right to forfeit the EMD & debar the bidder from participating in any other bids of SSEPD Deptt. In such cases, the Authority may write to appropriate Govt. Authorities for blacklisting the firm.

15. Bid validity period: The bid validity period is 90 days from the date of opening of the bid. Accordingly the bidder shall submit the Bid.
16. The Authority reserves the right to modify any term in the bid document at the time of execution, if felt necessary.
17. Corrigendum/Addendum, if any, will be uploaded in the website of SSEPD Deptt. www.ssepdodisha.gov.in
18. No advance payment will be made to the successful bidder.
19. All disputes relating to the contract is subject to the jurisdiction of the Court at Bhubaneswar.

APPLICATION-TECHNICAL BID
For Supply of Equipment for Kshyamata Express

1. Name of Bidder:
2. Details of Earnest Money Deposit: DD No. _____ date _____ of Rs. _____ drawn on Bank _____
3. Name of Proprietor/ Partner / Director:
4. Full Address of Registered Office:
Telephone No. : _____ Fax No.: _____ E-Mail Address : _____
5. Full Address of Operating / Branch Office:
Telephone No. : _____ Fax No.: _____ E-Mail Address : _____
6. Name & Telephone No. of Authorized Officer/ Person to liaise: _____

Check List

Sl. No	Name of the document /papers	Status (Submitted/ not submitted)	Page no (if submitted)
1	Registration certificate / any such equivalent certificate in support of formation / recognition of the bidder obtained from the Government Authority. In case of sole proprietor / individual, document showing its constitution as per law.		
2	Copy of PAN card.		
3	Copy of updated Odisha VAT or CST/GST registration certificate.		
4	Copy of the Audited Statement of accounts duly certified by CA {Balance Sheet, Profit Loss A/C or Income Expenditure A/c etc.) for the Financial year 2016-17, 2015-16, 2014-15.		
5	EMD as mentioned in para-02 (e) of the scope of work of the tender document in shape of Demand draft/Bankers cheque/ Bank Guarantee		
6	Money receipt towards purchase of tender paper directly from cash section of SIDR.		
7	Tender Document duly signed and sealed by the authorized person of the bidder in each page as a token of acceptance of all terms and conditions of the Bid.		
8	Declaration as per format D.		
9	Registration certificate from competent Authority for manufacturing.		
10	BIS/ISO license of the Equipment to be supplied.		
11	Authorization certificate in original from the OEM in case of OEM authorized vendors.		
12	Purchase order/agreement/ document in support of supplying Vehicle/Equipment to Govt. Department /PSU/ Autonomous body		
13	03 years of experience in the field of supply of Equipment.		
14	Power of attorney in case of authorized signatory.		

Place:

Date:

BIDDER'S OFFICIAL SIGNATORY

Name & Designation with Rubber Stamp/ Official Seal of the Firm

APPLICATION - FINANCIAL BID
For Supply of Equipment for Kshyamata Express
(Separate Sheets should be used with details of different Equipment with pricing)

Name of Bidder: _____

1. BERA & other diagnostic Equipment for HI

(a) Rate per Piece	Rs.
(b) Odisha VAT/GST per piece	Rs.
Total (a + b)	Rs.

2. Physiotherapy Equipment

(a) Rate per Piece	Rs.
(b) Odisha VAT/GST per piece	Rs.
Total (a + b)	Rs.

3. Medical & Testing Equipment

(a) Rate per Piece	Rs.
(b) Odisha VAT/GST per piece	Rs.
Total (a + b)	Rs.

4. Data entry & Awareness Equipment

(a) Rate per Piece	Rs.
(b) Odisha VAT/GST per piece	Rs.
Total (a + b)	Rs.

The rate mentioned at (a) above is inclusive of all taxes, all charges, levies, cost of packing, transportation cost, delivery at point, cost of accessories etc. except Odisha VAT/GST. Odisha VAT/GST is quoted separately.

Place:
Date:

BIDDER'S OFFICIAL SIGNATORY
Name & Designation **with** Rubber Stamp/
Official Seal **of the** Firm.

To

The Director, SSEPD, Odisha

Madam,

Whereas..... (hereinafter called "the Bidder"), has submitted their offer dated..... for supply of **Equipment**(hereinafter called the tender) against purchaser's tender enquiry No. _____ dated _____.

KNOW ALL MEAN by these presents that We..... of..... having our registered office at.....(hereinafter called the "Bank") are bound unto Director, SIDR, Bhubaneswar, Odisha (hereinafter called "purchaser") in the sum of **Rs.50,000/-**. for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed, with the Common Seal of the said Bank this..... day of,..... ,2017

THE CONDITIONS OF THIS OBLIGATION ARE:

1. If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this Tender.
2. If the tenderer having been notified of the acceptance of its tender by the Purchaser during the period of its validity :-
 - (a) if the tenderer fails to furnish the performance security for the due performance of the contract
 - (b) Fails or refuses to accept/execute the Contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser have to substantiate its demand, provided that, in it's demand the purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

The guarantee will remain in force up to **03 months** and any demand in respect thereof should reach the Bank not later than the above date.

Our _____ branch at _____ * {name and address of the _____ "branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this bank guarantee only and only if you serve upon un at our _____ * branch. A written claim or demand and received by us at our _____ * branch on or before dated _____ otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

(Signature of the authorized officer of the Bank)

(Name & designation of the officer)

Seal, name, date & address of the bank and address of the branch

Preferably at the Bhubaneswar.

Format-D

Declaration

I, Shri _____ Son/ Daughter/ Wife of Shri _____

Proprietor / Director/ Authorized Signatory of the bidder, mentioned above, am competent to sign this declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them,

3. The information / documents/papers furnished along with the above application are true and authentic to the best of my knowledge and belief. I /We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

4. Certified that my firm has well established mechanism for supply & delivery of Vehicle/Equipment.

6. Certified that the entire supply will be completed within the time line given in the Bid document.

7. I also certify that our firm has not been black listed by any Central / State Government / PSUs / Boards / Corporations / Autonomous Body under administrative control of Central or State Govt. etc.

8. This is also certified that neither myself nor my organization will be indulging in any corrupt practices so far as this bidding is concerned.

Place:

BIDDER'S OFFICIAL SIGNATORY

Date:

**Name & Designation with Rubber Stamp/
Official Seal of the Firm.**