



**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE PRINCIPAL**  
**DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL**  
Vill.:Hatuara, P.O.:Vivekananda Nagar, P.S.:PuruliaMuffasil,PIN: 723 147  
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Memo No: DMGMCH/PRL/

Dated: July , 2024

**NOTICE INVITING E-TENDER FOR STATIONERY ARTICLES FOR DMGMCH BY THE PRINCIPAL, DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL**

**(Submission of Bid through NIC e-tender portal)**

On behalf of the Department of Health & Family Welfare, Government of West Bengal, Principal, Deben Mahata Government Medical College & Hospital invites bids through e-tender in two bid system (Technical and Financial Bid) for supply of Stationery Articles to the office of the undersigned for the **Period of Three Years**. For details and downloading of e - tender, interested parties may please visit website: <https://wbtenders.gov.in> (Organization-Health & Family Welfare Department). For any further assistance, please visit o/o the Principal, Deben Mahata Government Medical College & Hospital on working days between 26.07.2024 to 24.08.2024 only during office hours.

Earnest Money to be submitted through online for participation in the Tender.

Name of the items	Earnest Money
As enlisted	Rs. 20000/-

Procedure for deposit of EMD Bid security related to e-procurement of the State Govt. departments (through NET Banking/RTGS/NEFT).

**1. GENERAL INSTRUCTIONS:**

In the event of e-filing, intending bidder may download the e - tender documents free of cost from the website <https://wbtenders.gov.in> in directly with the help of Digital Signature Certificate or from the Health & Family Welfare Department's website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) & necessary earnest money issued from any nationalized bank/scheduled bank in India payable at Purulia drawn in favour of Deben Mahata Government Medical College & Hospital and also to be documented through e-filing.

**2. SUBMISSION of BIDS:**

Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed by the bidders - proprietors / partnership firms / Company personnel (having Authorization from the company management) in the website <https://wbtenders.gov.in>. All papers must be submitted in English language with Page Marking.

3. The e - tender shall be evaluated under the two-bid system i.e. through evaluation of technical and financial bid uploaded by the bidder online on the e-tender website <https://wbtenders.gov.in>.

### **Evaluation of the e - tenders**

During the e - tender evaluation process, Technical Bid will be opened first and Financial Bid will be opened subsequently. Those bidders who have qualified in respect of the essential and other requirements in Technical Bid will be identified and their Financial Bid will be opened. The e - tenderers offering the item found suitable and as per the e - tender specification will only be selected on the basis of physical verification if required. In case it is found that two or more bidders have quoted the same and that happens to be lowest, the lowest bidder will be decided by draw of lots. THE DECISION OF E - TENDER SELECTION COMMITTEE WILL BE FINAL IN THIS MATTER.

Bidder will be required to deposit Rs. 20,000/- (Rupees twenty thousand) only as Earnest Money in the form as prescribed in the e - tender norms in favour of "DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL PURULIA DISTRICT" Payable at Purulia. EMD exemption is allowed for those having SSI (Small Scale Industries) (MSME) Part II or NSIC certificate (only for Firms registered in the State of West Bengal)

MSMEs registered in West Bengal are exempted from submission of EMD as per Finance Department Govt. of W.B. notification 10500 F dated 19/11/2004, but their selection would be subject to the provisions of notification no. 6142 - F (Y) dated 10/10/2017 of the Finance Department, Govt. of W.B.

The process may be followed as per memorandum of the Finance Department Audit Branch bearing Memo No.-3975-F(Y) dated: 28 th. July, 2016 (GRIPS).

### **Time Schedules for the e - tender**

The time schedule for obtaining the bid documents, pre bid meetings, registration with the e - tendering authorities, the submission of bids and other documents etc. will be as per the list provided, below:

Date and Time schedule of e - tender:

Sl. No	Particulars	Date & Time
1	Date of online publishing NIT & Other documents	26.07.2024 at 6 pm
2	Online documents download start date	26.07.2024 at 6 pm
3	Online document download end date	24.08.2024 at 12 pm
4	Online bid submission start date	08.08.2024 at 12 pm
5	Pre-bid meeting to be held at office of e-tender Inviting Authority	06.08.2024 at 12 pm
6	Online bid submission end date	24.08.2024 at 4 pm
7	Online bid opening date for Technical proposals	27.08.2024 at 4 pm
8	Date of online uploading of list of Technically qualified Bidders	To be notified later
9	Date of online opening of Financial Proposal	To be notified later
10	Date of online uploading of list of bidders along with the approved rate	To be notified later



### **Introduction:**

Before formulating the bid and submitting the same to the purchaser, the bidder 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.

### **Login by bidder:**

- a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRLs, etc. shall login to the e-procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password.
- b) He will select the e – tender to bid and initiate payment of pre-defined EMD/e - tender Fees for that e – tender by selecting from either of the following payments modes:  
Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank.

### **SUBMISSION OF THE E - TENDER:**

The e - tender is to be submitted in a 2(Two) Bid System - (Technical Bid as BID A & Financial Bid as BID B).

Bids are to be submitted online to the website <https://wbtenders.gov.in> in two folders before the prescribed date and time using Digital Signature Certificate (DSC). The documents to be uploaded should be virus scanned copies, duly digitally signed. The documents will get encrypted (transformed into non readable formats) on uploading. The two folders are:

Technical Proposal: containing Statutory Cover and Non-statutory cover

Financial Proposal: containing Bill of Quantity

### **Technical Proposal:**

#### **1. "BID A": Company Specific Technical Documents:**

#### **STATUTORY COVER, containing the following documents:**

A	Scan copy of Demand Draft of Rs- 20,000/- ( Twenty Thousand only) in favour of DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL, PURULIA as Earnest Money for the whole tender or EMD Exemption NSIC Certificate /SSI (MSME) (for firms registered in the State of West Bengal only) ACKNOWLEDGEMENT MUST be submitted
B	Application in the prescribed format given in Annexure I
C	Draft Affidavit Proforma in Annexure II
D	Certificate on Tenderer's Letter Head in Annexure III
E	Form – A ( Performance Statement)
F	Format for Check List

**NON- STATUTORY containing the following documents:**

Sl. No	Category	Sub Category	Sub Category Description
A	Certificates	Al. Certificate s	<ol style="list-style-type: none"><li>1. Valid 15 digit GSTIN (Provisional allowed) and PAN Card of the Bidder/ Authorized Signatory ( Digital Signatory Holder)</li><li>2. PAN- ADHAAR linking should be there</li><li>3. Enlistment /Valid Trade Licence from competent authority</li><li>4. Professional Tax Enrolment with paid Challan</li><li>5. Bank Solvency certificate (a minimum of Rupees Ten Lakhs)</li><li>6. Affidavit about No Conviction From Notary Public/Judicial Magistrate/Executive Magistrate.</li></ol>
B	COMPANY DETAILS	Bl. COMPANY DETAILS	<ol style="list-style-type: none"><li>1. Partnership Deed for such type of firm/Company Registration</li></ol>
C	CREDENTI AL	Cl: CREDENTI AL	<ol style="list-style-type: none"><li>1. Credential certificate for a minimum experience for supplying of Stationery Articles at any Government Medical College &amp; Hospital/ any State Government Office /any Central Government Office for last two years with minimum annual business of Rupees Ten Lakhs &amp; Satisfactory Work</li></ol>



			Completion. Experience Certificates to be provided
	FINANCIAL INFO	CII. Financial document s	1. Income Tax Returns submitted for the last 3 financial years.

Please Note,

A. The documents are to be submitted with self attestation and seal.

B. Bidders are also requested to check the quality of the scanned documents before uploading. Any documents or its part, found illegible will be treated as blank document and will not be reckoned as valid document.

## **2. "BID B ": FINANCIAL COVER: BOQ (Bill of Quantity)**

The folder as "Financial Bid" shall contain: The bidder shall quote the price in the space marked for quoting prices in the BOQ. Base Rate per Accounting Unit should be quoted inclusive of GST.

Bid sent by paper/ Fax/ Telex/ Cable/ E mail etc. shall be ignored.

The financial proposal (cover) or prices quoted should be uploaded online through the Bill of Quantity (BOQ). The bidder shall quote the price online in the space marked for quoting prices in the BOQ. Only downloaded copies of the BOQ are to be uploaded, virus scanned and digitally signed by the bidder.

### **RATE:**

- Rates quoted in respect of items shall not exceed the controlled price and/or M.R.P. (maximum retail price) fixed by GOI wherever it is applicable.
- The basic rate per accounting unit should be furnished inclusive of Entry Tax, Customs Duty (if applicable) Transportation Cost, insurance, Freight, Incidental Charges etc. but excluding of GST, which shall be quoted separately in the template for Bill of Quantities.
- Percentage of GST to be mentioned in the appropriate Column of the template for Bill of Quantities.

### **OPENING OF TENDER:**

- The Tender selection committee will open the bids after the specified date and time as indicated in the NIT.
- Authorized representatives of the bidders may attend the tender opening
- The EMD of goods to be supplied shall be evaluated first. Then the Online Technical bids of EMD qualified bidders shall be opened and evaluated with reference to parameters prescribed in the Tender document. After this, the Online Price Bids of only the technically qualified bidders shall be opened for further evaluation.
- Opening of Technical Proposals: Technical proposals will be opened by members of the Tender Selection Committee electronically from the website using their Digital Signature Certificate (DSC).
- In the Technical Proposal, the Cover (folder) for statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened.

- f) If any document required to be submitted for tender by the bidder in his technical proposal is not submitted or is found to be deficient in any manner at any stage after opening of bid, the bid may be summarily rejected.

**Evaluation of the tenders:**

(a) At the level of technical evaluation of technical bids, the bidders who have qualified in respect of the essential & other requirements in Technical Bid will be identified and their financial bid will be opened. The financial bid of those Tenderer failing to meet the technical & other requirements of participating in the tender, financial bid will not be opened and be rejected. Final selection of the lowest bidders in respect of Financial Bid is subject to further verification. The Tenderer quoting the item wise lowest rate will be considered as successful for particular item(s).

(b) Acceptance of the lowest tender is not obligatory.

THE DECISION OF TENDER SELECTION COMMITTEE WILL BE FINAL AND BINDING IN THIS MATTER.

Before submission of the Tender, Tenderer shall sign each page of all of its relevant papers mentioned in check list with date. The additional alternative and or subtractive clause (if any) shall also to be signed by the tenderer.

**ORDER & SUPPLY:**

I. Orders for the supply of the approved products will be placed with the successful Tenderer after the execution of the agreements in phases as and when required by the procuring authorities. The successful Tenderer will have to supply within the specified time schedule that had been assured as prescribed.

**AGREEMENT:**

The successful tenderer shall sign an agreement within 14 days from date of "acceptance of the tender" with the Tender selection committee DMGMCH, Purulia in the prescribed form on a non judicial stamp paper. All legal expenses, Incidental there to shall be borne by the contractor. If the tenderer fails to sign the agreement within the stipulated time, tender selection committee reserves the right to forfeit the earnest money deposit submitted by the contractor.

**VALIDITY OF CONTRACT:**

The period of contract shall be for a period of 3 (Three years) from the date of start of contract. However, the contract may be extended for further Six months on mutual consent. Tender selection committee reserve the right to terminate the contract by giving 15 days' notice and without assigning any reason thereof.

The work should commence within a week from the date of receipt of our order, or as intimated to Tenderer.

**PAYMENT TERMS:**

Payment will be made through e payment system, subject to

- a) Supply of the materials as per specification as provided in the tender documents and the catalogue.
- b) Supply of the materials within the supplied period as specified in the work orders.
- c) On being selected, the successful vendors will have to submit one application stating the name of the payee / recipient, Bank Account no. with MICR code, IFSC of the payee/recipient to the procuring authorities for making e payment. No manual payment will be made.

**WITHDRAWAL/CANCELLATION & PURCHASE POLICY OF TENDERING AUTHORITY:**

- i) The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any Tenderer, shall be treated as cancelled.
- ii) The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Tenderer will not be allowed.
- iii) The tendering authority reserves the right to accept or reject any tender, in part or in full, without assigning any reason.



iv) The tendering authority reserves the right to purchase any item of the Catalogue at the approved rate from any outsider (Non Tenderer) during the tender period in case of emergency, if the Tenderer fails to supply such items on short notice.

#### **NO - CONVICTION CERTIFICATE:**

The Tenderer will also submit an affidavit in the prescribed Pro-forma attached herewith from Notary/first class judicial Magistrate/executive Magistrate (Annexure II).

#### **PENALTY CLAUSES:**

- a) In case of supply of defective item found in respect of packaging or labelling, Tenderer will be asked to replace the same.
- b) The tender selection committee reserves the right to declare reputed companies/Co-operative Societies / Authorize distributors / firm blacklisted for three (03) years due to the following reasons:
  - i. If the supplier withdraws from agreement after achieving the "Lowest Quoted Tenderer"
  - ii. In consequence of submission of false or fabricated documents by any Firm/Co-Operative societies/Experienced Agency for participating in the tender, if proved later on.
- c) Financial Penalties for deficiencies in services/ supplies during the period of the tender and its subsequent extensions:
  - a. For delay in the supply of items ordered beyond the stipulated date. Part supply will not be considered.
  - b. If the supplies are not made within the stipulated period of placing the order, 1% of the basic cost of the materials not supplied will be deducted from the existing/ pending bills of the supplier per day's delay up to 30 days.
  - c. For delays beyond 30(thirty) days, the work order for the non-supplied portion will be considered as cancelled straight away.
  - d. However, if the stipulated period ends on Saturday, Sunday or Govt. holidays, supply should be made on the next working day and in that case, no penalty would be chargeable.

#### **PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRAUDULENT/ MISLEADING DOCUMENTS:**

If during the tender process or at any state during the validity of the tender period, it is found that a tenderer(s) has formed a cartel in whatsoever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those Tenderer who have submitted false/misleading/fraudulent documents or made incorrect declarations.

The penal measure will be

- i) Forfeiture of Earnest Money.
- ii) Cancellation from the approved list of suppliers.

#### **Cost of bidding:**

The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. The Institution will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

#### **Power of Attorney:**

In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of absence of any partners, it must be signed on his behalf by a person holding "Power of Attorney" authorizing him to do so. Such "Power of Attorney" is to be produced with the Tender and in the case of the firm, carried on by one member of Joint Family, it must be disclosed that the firm is duly registered under the Indian Partnership Act".

### **AMENDMENT OF THE TENDER/BID DOCUMENT**

1. At any time prior to the deadline for submission of Bid the Institution may for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify this Tender/Bid Document by the issuance of Addenda.
2. Any Addendum thus issued, will be uploaded in the website of the Department of Health & Family Welfare, Government of West Bengal [www.wbhealth.gov.in](http://www.wbhealth.gov.in) and [wbenders.gov.in](http://wbenders.gov.in).
3. In order to afford the Bidders a reasonable time taking an Addendum into account or for any other reason the Institution may at its own discretion, extend due dates of Bid.

Regarding cost of Stationary Items, abnormal low Rate or abnormal high rate (in comparison to the market rate) will not be considered.

Physical verification of samples and / or physical demonstration may be done at the discretion of the authority by a team of expert to adjudge the applicability or suitability of the product or products and the technical evaluation will be done according in close observation of the product or products.

The Tender Selection Committee reserves to right to cancel the e-tender process due to unavoidable circumstances and no claim in this respect will be entertained.

### **Payment Gateway: Payment procedure:**

- a) Payment by Net Banking (any enlisted bank) through ICICI Bank Payment Gateway
  - i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
  - ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
  - iii. Bidder will receive a confirmation message regarding success/failure of the transaction.
  - iv. If the transaction is successful, the account paid by the bidder will get credited in the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/P, R.Is, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
  - v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

### **Refund/ Settlement Process**

- i) After opening of the bids and technical evaluation of the same by thee - tender inviting authority through electronic processing in the e-payment portal of the State Government, thee - tender inviting committee will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of unsuccessful bidders, to the ICICI Bank by the e - procurement portal through web services.
- ii) On receipt of the information from the e procurement portal, the bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank account from which they made payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by thee - tender inviting authority.
- iii) Once the financial bid evaluation is electronically processed in the e- procurement portal, EMD of the technically qualified bidders other than that of L1 and H2 bidders will be refunded, through an automated process, to the respective bidder's bank account from which they made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the e - tender inviting authority.
- iv) If the L1 bidder accept the AOC and the same is processed electronically in the e- procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on Award of contract (AOC) to the L1 bidder is uploaded to the e-procurement portal the e - tender inviting authority.



- v) As soon as the L1 bidder is awarded the contract (AOC), and the same is processed electronically in the e-tender

**Procurement portal:**

- a) EMD of the L1 Bidder of the e - tenders of the State Government Offices will automatically get transferred from the Pooling account to the State Government Deposit Head '8443-00-103-001-07' through GRIPS along with the bank particulars of the L1 bidder.
- b) EMD of the L1 bidder for the e - tenders of the State/PSU/Autonomous Bodies/ Local Bodies/ PRIs etc. will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.
- In both the above cases, such Transfer will take place within T+1 bank working days where T will mean the date on which the award of contract (AOC) is issued.
- vi) The bank will share the details of GRN No. generated on successful entry in GRIPS with the e-procurement portal for updation.
- vii) Once the EMD of L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account of the Government Revenue Receipt Head "0070-60-800-013-27" through GRIPS for Government e - tenders and to the respective linked bank accounts for State/ PSU/Autonomous Body/Local Body/ PRIs etc. e - tenders.
- viii) All refunds will be made mandatorily to the bank account from which the payment of EMD and e - tender fees (if any) were initiated.

**Resolution of disputes**

1. If dispute or difference of any kind shall arise between the Purchaser and the Contractor in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
2. If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, either the Purchaser or the Contractor may give notice to the other party of its intention to commence arbitration, as here in after provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. In the case of a dispute or difference arising between the Purchaser and Contractor relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration of an officer in the Department of Health and Family Welfare, Government of West Bengal, appointed to be the arbitrator by the Principal Secretary to that Department. The award of the arbitrator shall be final and binding on the parties to the contract.
3. The venue of arbitration shall be the district from where the contract has been issued or Kolkata, as deemed appropriate by the arbitrator.

**Applicable Law and Legal Suits**

1. The contract shall be governed by and interpreted in accordance with the law of India for the time being in force.
2. All disputes would be decided at the Purulia jurisdiction.

**Governing language**

1. The contract shall be written in English language. All correspondence and other documents pertaining to the contract, which the parties exchange, shall also be written accordingly in that language.
2. Before formulating the bid and submitting the same to the purchaser, the bidder should read and examine all the terms, conditions, instructions, checklist etc. contained in the e-tender document. Failure to provide and/or comply with the required information, instructions etc. incorporated in this document may result in rejection of its bid.
3. Expenditure to be incurred for the proposed purchase will be met from the funds available with the purchaser/ consignee. The procurement will be in terms of procurement rules of the Government of West Bengal.

### **Corrupt or Fraudulent Practices**

- 1 It is required by all concerned, namely the Consignee/Bidders/Contractors/others to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser:
  - (a) Defines, for the purposes of this provision, the terms set forth below as follows:
    - (i) "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
    - (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition;
  - (b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
  - (c) Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract by the purchaser if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract. Before declaring a firm ineligible a show cause notice to be issued followed by reasoned hearing.

### **Clarification on e-Tender Document**

1. A bidder requiring any clarification or elucidation on any issue of the e-tender documents may take up the same with the purchaser in the pre-bid meeting.
2. The bidder may also take up the same in writing before the date of start of online submission of bids.

### **Alternative Bids**

1. Alternative Bids are not permitted.

### **Bid Validity**

1. The bids shall remain valid for acceptance for a period of 120 days (One hundred and twenty days) after the date of technical bid opening prescribed in the e-tender document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.
2. In exceptional cases, the bidders may be requested by the purchaser to extend the validity of their bids up to a specified period. Such request(s) and responses thereto shall be conveyed in writing. The bidders, who agree to extend the bid validity, are to extend the same without any change or modification of their original bid and they are also to extend the validity period of the EMD accordingly. A bidder, however, may not agree to extend its bid validity without forfeiting its EMD.
3. In case the day up to which the bids are to remain valid falls on/ is subsequently declared a holiday or closed day for the purchaser, the bid validity shall automatically be extended up to the next working day.

### **Preparation of Bid Documents**

1. The bid documents shall either be typed or written in indelible ink and the same shall be signed/ digitally signed by the bidder or by a person who has been duly authorized to bind the bidder to the contract. The letter of authorization shall be by a written power of attorney, which shall also be furnished along with the bid.
2. The bid documents shall not contain any erasure or overwriting, except as necessary to correct any error made by the bidder and, if there is any such correction; the same shall be initialed by the person(s) signing the bid.
3. It is the responsibility of bidder to go through the e-tender document to ensure furnishing all required documents. Wherever necessary and applicable, the bidder shall enclose certified copy as documentary evidence to substantiate the corresponding statement.
4. A bid, which does not fulfil any of the above requirements and/or gives evasive information/ reply against any such requirement, shall be liable to be ignored and rejected.



5. Bid sent by paper/fax/telex/cable/email etc shall be ignored.

### **Preparation of Bids for e-tender**

Registration of Bidder: A bidder willing to take part in the process of e-tendering will have to be enrolled and registered with the Government e-Procurement System, by logging on to website <https://wbtenders.gov.in>. The bidder is to click on the link for e-tendering site as given on the web portal.

Digital Signature Certificate (DSC)

1. Each bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of bids from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Website <https://wbtenders.gov.in>. DSC is issued as a USB e-Token.
2. The bidder can search and download Notice Invitinge - tender (NIT) and e - tender document electronically from computer once he logs on to the website <https://wbtenders.gov.in> using the Digital Signature Certificate.

### **Bidder's undertaking:**

1. The bidder shall provide an undertaking that the proprietor/ promoter/ director of the firm, its employee, partner or representative are not convicted by a court of law for offence involving moral turpitude in relation to business dealings such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion, or habitual default in payment of taxes etc. The firm does not employ a government servant, who has been dismissed or removed on account of corruption. The firm has not been de-barred, blacklisted by any government ministry/ department/ local government/ PSU etc. in the last two years from scheduled date of opening of this e-tender.
2. Bid sent by paper/ Fax/ Telex/ Cable/ E mail etc. shall be ignored.  
The financial proposal (cover) or prices quoted should be uploaded online through the Bill of Quantity (BOQ). The bidder shall quote the price online in the space marked for quoting prices in the BOQ. Only downloaded copies of the BOQ are to be uploaded, virus scanned and digitally signed by the bidder.

### **Award of Contract**

Purchaser's Right to accept any bid and to reject any or all bids

1. The purchaser reserves the right to accept in part or in full any bid or reject any or more bid(s) without assigning any reason or to cancel the e - tendering process and reject all bids at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder(s).

### **Award Criteria**

The contract will be awarded to the lowest evaluated responsive bidder.

The list of successful bidder(s) shall be uploaded online.

### **Notification of Award**

1. Before expiry of the e - tender validity period, the purchaser will notify the list of successful bidder(s) per health facility online on websites, <https://wbtenders.gov.in> and [www.wbhealth.gov.in](http://www.wbhealth.gov.in). In addition, each successful bidder shall be notified in writing that its bid for goods and/ or services, which have been selected by the purchaser, has been accepted, also briefly indicating therein the essential details like description, specification and quantity of the goods and/ or services and corresponding prices accepted.
2. The successful Bidder shall also physically submit original documents/ duly attested photocopies of all documents uploaded by him online at the time of bidding.

  
Principal

Deben Mahata Government Medical College & Hospital  
Purulia

**Annexure - I**  
**APPLICATION FORMAT**

(To be furnished in the Company's official letter pad with address and contact no., E mail address etc.)

To  
The Principal  
Deben Mahata Government Medical College & Hospital  
Hatuara  
Purulia - 723147

**Sub: E - tender for Supply of Stationary Articles for Deben Mahata Government Medical College & Hospital for the period of Three Year**

Ref: -E- tender No .....dated.....

Sir

Having examined the pre- qualification & other documents published in the N.I.T. I/we hereby submit all the necessary information and relevant documents for evaluation.

1. That the application is made by me/us on behalf of.....in the Capacity.....duly authorized to submit the offer.
2. We accept the terms and conditions as lay down in the e-tender mentioned and declare that we shall abide by it for throughout the tender period.
3. We are offering rate for the following item/items and assured supply to the Deben Mahata Government Medical College & Hospital, Purulia.
4. a. We propose that the order and bill should be raised in our name. We have appointed M/S .....having its office at..... Mobile No.....E mail address..... (Address, contact no and e mail address)

OR

- b. We propose that order and bill should be raised in favour of authorized distributor. For that purpose, we have appointed M/S..... having its office at..... Mobile No.....E mail address..... (Address with contact no and e mail address) as authorized Distributor who will receive order and payment in his name on our behalf.
5. We are the existing vendors in the DMGMCH/ we are not the existing vendor in the DMGMCH (strike out whichever is not applicable).
6. In the event of being selected, I will make the supply within the stipulated period excepting the condition which is beyond our control.
7. We understand that:
  - (a) Tender Selection Committee can amend the scope & value of the contract bid under this project.
  - (b) Tender Selection Committee reserves the right to reject any application without assigning any reason.

Signature of Applicant

Date:

Contact No:



**Annexure II**  
**Draft Affidavit Proforma**

I, Sri/Smt. ....the Managing Director / Proprietor (etc.) of the  
Firm,..... (Name of the firm)  
at..... (address) P.O.....  
P.S.....Dist..... do hereby solemnly affirm and declare as follows:

1. That I have not ever been convicted of any offence making myself liable to be disqualified to supply of..... to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal of other State or States.
2. That no case is pending against me or against my firm in any criminal court of law to supply of .....to the Govt. or Govt. undertaking Organization/ Institution in the State of West Bengal or other State or States ( if any case is pending, state the details).
3. That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as law of the country.
4. That, I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine & correct.

Deponent (s).

Annexure - III  
**ON TENDERER'S LETTER HEAD**  
CERTIFICATE

To  
The Principal  
Deben Mahata Government Medical College & Hospital  
Hatuara  
Purulia - 723147

Sir

It is certified that I/ we have studied and understood the terms and conditions of the tender for supply of Stationary Articles at Deben Mahata Government Medical College & Hospital, Purulia and hereby agree to abide by the said conditions. I /We will be liable for forfeiture of my/ our "EMD" to Deben Mahata Government Medical College & Hospital, Purulia, in case I/We could not execute the awarded work. I/we will execute the work as per the rates quoted in the attached schedule for the entire period of contract and are bound to undertake work maximum within 2 weeks from the date of issue of work order.

AUTHORISED SIGNATORY  
COMPANY SEAL

.....



**FORM 'A'**  
**PERFORMANCE STATEMENT**  
**(Submit with documentary evidence)**

Tender reference No:.....

Date of opening:.....

Time:.....

Name of the Bidder:.....

Address of the Bidder:.....

Order placed By (full address of Purchaser )	Order No. and date	Ordered For	Period of Contact	Value of Order (Rs.)	Was the Contract performed satisfactorily ( attach documentary evidence) **
1	2	3	4	5	6

\*\* The documentary evidence will be a certificate or bill paid by the purchaser/ consignee/end user preferably with a notarized certificate authenticating the correctness of the information furnished.

Dated:

Signature and seal of the Bidder

**FORMAT FOR CHECK LIST in respect of**  
**"E- TENDER FOR SUPPLY OF STATIONERY ARTICLES FOR DEBEN MAHATA GOVERNMENT MEDICAL**  
**COLLEGE & HOSPITAL, PURULIA FOR THE PERIOD OF THREE YEARS (2024-2027)"**

E-tender No.....Date.....

Name of the Tenderer:.....

Full Address of the Tenderer: .....

Contact person relating to vendor & Mobile No:.....

Tendering as: Firm/Co- Operative societies / Experienced Agency /SSI (MSME) Agencies (Strike out which is not applicable)

Average Annual Turn Over: Rs:.....

Sl. No.	Items	Pl. Mark <input type="checkbox"/>		Page no.	Remarks ( for office use only )
1	Application submitted in Annexure I	Yes	No		
2	Affidavit of non- conviction affirmed before a First Class judicial Magistrate/Executive Magistrate or Notary Public ( Annexure II)	Yes	No		
3	Deposition of Earnest Money / Exemption document	Yes	No		
4	Copy of PAN card of the authorised signatory	Yes	No		
5	Certificate of income Tax Returns submitted for last three financial years	Yes	No		
6	Professional Tax Challan for last three years	Yes	No		
7	Professional Tax Certificate for last three years	Yes	No		
8	Trade Licence certificate	Yes	No		
9	GST Registration Certificate & Copy of GST Return (UPDATED) along with paid challan if any as reflected in the online return	Yes	No		
10	Certificate of the Co-operative Society (in case of Co-operative societies). Enlistment of MSME Certificate in case of SSI (MSME) agencies	Yes	No		
11	Credential certificate	Yes	No		
12	Bank Solvency Certificate	Yes	No		
13	Affidavit About No Conviction From Notary Public / Judicial Magistrate / Executive magistrate	Yes	No		



**List of Stationery Articles**

Sl. No.	Name of articles with Specification	Unit
1	Executive Stamp Pad Gripex - Big Size	1
2	Executive Stamp Pad Gripex - Small Size	1
3	Rubber Stamp - as per requirement	1
4	Rubber Stamp Ink	1
5	Stamp Pad Ink (Euro) - Best Quality	1
6	Lock & Key (Godrej) - Size 1-1/2 inch	1
7	Lock & Key (Godrej) - Size 2 inch	1
8	Lock & Key (Godrej) - 6 Lever	1
9	Lock & Key (Godrej) - 7 Lever	1
10	Lock & Key (Godrej) - 8 Lever	1
11	Alpin Box - Best quality	1
12	Stapler (Kangaro) - Big Size	1
13	Stapler (Kangaro) - Medium Size	1
14	Stapler (Kangaro) - Small Size	1
15	Stapler Pin (Kangaro) - Big Size	1
16	Stapler Pin(Kangaro) - Medium Size	1
17	Stapler Pin (Kangaro) - Small Size	1
18	Big envelope(Cloth Coated) - 18' x 12'	1
19	Big envelope(Cloth Coated) - 16' x 12'	1
20	Envelope (Cloth Coated) - 6'x 12'	1
21	Envelope - 6' x 12'	1
22	Envelope - 10' x 4.5'	1
23	Letter Size Envelope (Brown) - 80 GSM Paper Brown 9' x 4'	1
24	Letter Size Envelope (White) - 80 GSM Paper White 9' x 4'	1
25	Medicine Envelope Small - Pkt of 100 pc	1
26	Carbon pencil (Kerox) - Big Size	1
27	Carbon pencil (Kerox) - Small Size	1
28	Pencil - Rorito	1
29	Pencil - Faber Castel	1
30	Ball Pen - Klassy (Blue)	1
31	Ball Pen - Klassy (Black)	1
32	Ball Pen - Klassy (Red)	1
33	Ball Pen - Klassy (Green)	1
34	Ball Pen Refill - Blue (Good Quality)	1
35	Ball Pen Refill - Black (Good Quality)	1
36	Ball Pen Refill - Red (Good Quality)	1
37	Ball Pen Refill - Green (Good Quality)	1
38	Ball pen (Both Side) - Blue & Red (Good Quality)	1

39	Executive Gel Pen - Linc (Blue)	1
40	Executive Gel Pen - Linc (Black)	1
41	Executive Gel Pen - Linc (Red)	1
42	Executive Gel Pen - Linc (Green)	1
43	Executive Gel Pen Refill - Blue (Best Quality)	1
44	Executive Gel Pen Refill - Black (Best Quality)	1
45	Executive Gel Pen Refill - Red (Best Quality)	1
46	Executive Gel Pen Refill - Green (Best Quality)	1
47	Highlighter Pen - Luxor (Yellow)	1
48	Highlighter Pen - Luxor (Green)	1
49	Marker Pen - Luxor (Blue)	1
50	Marker Pen - Luxor (Black)	1
51	Marker Pen - Luxor (Red)	1
52	Permanent Marker Pen - Flair (Blue)	1
53	Permanent Marker Pen - Flair (Black)	1
54	Permanent Marker Pen - Flair (Red)	1
55	CD Permanent Marker - Blue (Best Quality)	1
56	CD Permanent Marker - Black (Best Quality)	1
57	CD Permanent Marker - Red (Best Quality)	1
58	CD Permanent Marker(Both Side) - Blue (Best Quality)	1
59	CD Permanent Marker(Both Side) - Black (Best Quality)	1
60	CD Permanent Marker(Both Side) - Red (Best Quality)	1
61	Glass marking pen - Good Quality	1
62	Correction Pen - 7 ml	1
63	Chalk - White (Best Quality)	1
64	Chalk - Colour (Best Quality)	1
65	Chalk - Dust free (Best Quality)	1
66	Eraser - Good Quality	1
67	Sharpener - Good Quality	1
68	A3 Carbon Paper - Good Quality	1
69	A4 Carbon Paper - Good Quality	1
70	Carbon Paper Pencil - Royal Blue	1
71	Carbon Paper DFC kores	1
72	Photo Paper - Glossy Inkjet Paper 180 GSM	1
73	A3 Paper - JK Easy Copier 70 GSM	1
74	A3 Paper - JK Easy Copier 100 GSM	1
75	A4 Paper - JK Easy Copier 70 GSM	1
76	A4 Paper - JK Easy Copier 100 GSM	1
77	A4 Computer paper 75 GSM - JKMAX	1



78	Legal Paper- Good Quality	1
79	White paper - F.C.paper,16cmx26cm ( Dista paper)	1
80	150 GSM Rim paper white	1
81	Brown Paper - Per 100 Sheets (Good Quality)	1
82	Xerox Paper U-1 (Best Quality)	1
83	Jems Clips - Good Quality	1
84	Gum (Liquid) - Good Quality	1
85	Gum Paste(700 ml)bottle - Euro	1
86	Gum Stick - Big	1
87	Gum Stick - Small	1
88	Gum Stick - Tube	1
89	Fevi Stick - Big	1
90	Fevi Stick - Small	1
91	Sticky Note - Planfix	1
92	Board Pin - (Red) Good Quality	1
93	Board Pin - (Blue) Good Quality	1
94	Board Pin - (Green) Good Quality	1
95	Board Pin - (White) Good Quality	1
96	Paper weight - Good Quality	1
97	Cello tape - Big (Good Quality)	1
98	Cello tape - Small (Good Quality)	1
99	Cello tape Machine -Big (Good Quality)	1
100	Cello tape Machine - Small (Good Quality)	1
101	Fevi quick - Big	1
102	Fevi quick - Small	1
103	Scale - wooden (Big)	1
104	Scale - Steel (Big)	1
105	Scale - Plastic (Big)	1
106	Scale - Plastic (Small)	1
107	Binder Clip - Big	1
108	Binder Clip - Medium	1
109	Binder Clip - Small	1
110	Envelope File - Good Quality	1
111	Envelope File - Good Quality with Printing	1
112	Channel File - Good Quality	1
113	Cobra File - Good Quality	1
114	Cobra File - Good Quality with Printing	1
115	Ring File Big size - Good Quality	1
116	Ring File Big size - Good Quality with Printing	1
117	Ring File Small size - Good Quality	1
118	Ring File Small size - Good Quality with Printing	1

119	Cover file plastic coated - Best quality	1
120	Cover file plastic coated - Best quality with Printing	1
121	Note Sheet File - Good Quality	1
122	Note Sheet File - Good Quality with Printing	1
123	Auto file - Good Quality	1
124	Auto file - Good Quality with Printing	1
125	Cover File - Good Quality	1
126	Cover File - Good Quality with Printing	1
127	Cover File 4 fold - Good Quality	1
128	Cover File 4 fold - Good Quality with Printing	1
129	File Flap - Thick paper 50 pcs (Best Quality)	1
130	Register - Big (Good Quality)	1
131	Register - Big (Good Quality) with Printing	1
132	Register - Small (Good Quality)	1
133	Register - Small (Good Quality) with Printing	1
134	Binding Register (line) conquest paper No. Pc	1
135	Binding Register (line) conquest paper No. Pc with Printing	1
136	Binding Register (White) conquest paper No. Pc	1
137	Binding Register (White) conquest paper No. Pc with Printing	1
138	Register 12 No.	1
139	Register 12 No. with Printing	1
140	Issue Register 16 No.	1
141	Issue Register 16 No. with Printing	1
142	Receive Register 16 No.	1
143	Receive Register 16 No. with Printing	1
144	Bound Register (Rexin Bound) 200 Pages with Page no.- Good Quality	1
145	Bound Register (Rexin Bound) 200 Pages with Page no.- Good Quality with Printing	1
146	Bound Register (Rexin Bound) 400 Pages with Page no. - Good Quality	1
147	Bound Register (Rexin Bound) 400 Pages with Page no. - Good Quality with Printing	1
148	Bound Register (Rexin Bound) 600 Pages with Page no. - Good Quality	1
149	Bound Register (Rexin Bound) 600 Pages with Page no. - Good Quality with Printing	1



150	Bound Register (Rexin Bound) 800 Pages with Page no. - Good Quality	1
151	Bound Register (Rexin Bound) 800 Pages with Page no. - Good Quality with Printing	1
152	Staff Attendance Register - Best Quality	1
153	Staff Attendance Register - Best Quality with Printing	1
154	Note Book - White	1
155	Note Book - White with Printing	1
156	Note Book - Ruled	1
157	Note Book - Ruled with Printing	1
158	Spiral Binded Notebook - Good Quality	1
159	Spiral Binded Notebook - Good Quality with Printing	1
160	Peon Book- Good Quality	1
161	Peon Book- Good Quality with Printing	1
162	Exercise book 6 No.	1
163	Exercise book 6 No. with Printing	1
164	Exercise book 8 No.	1
165	Exercise book 8 No. with Printing	1
166	Exercise book 10 No.	1
167	Exercise book 10 No. with Printing	1
168	Exercise book 12 No.	1
169	Exercise book 12 No. with Printing	1
170	Tissue Paper Roll - Weather tissues	1
171	Whitener - Faber Castel	1
172	Calclater- 12 Digits	1
173	Calclater - Casio	1
174	Calclater - Orpat	1
175	Pen Stand ( Good Quality)	1
176	Table Mat - Good Quality	1
177	Door Mat - Good Quality	1
178	Scissors - Big	1
179	Scissors - Medium	1
180	Scissors - Small	1
181	Knife for Paper Cutting - Good Quality	1
182	Tag - Good Quality	1
183	Fore - Good Quality	1
184	Stick Rubber Swab - Good Quality	1
185	Sponge with Case (Dawn)	1
186	Pencill battery (AA Size) - Nippo	1
187	Pencill battery (AAA Size) - Nippo	1
188	Mini Pencil Battery - Nippo	1
189	GlucometerBattery (Round) - Nippo	1
190	Torch Battery (2 Cell) 950 - Nippo	1

191	Battery Medium 935 - Nippo	1
192	Battery for Laryngoscope	1
193	Battery for Digital Thermometer	1
194	Thread Ball - Good Quality	1
195	Crochet Thread - White	1
196	Tin Cutter - Best Quality	1
197	Candle - Big size	1
198	Candle - Small size	1
199	Sealing wax/Gala Seal - Best Quality	1
200	Match Box - Ship	1
201	Extension Cord with Coil - Good Quality	1
202	Plus- Big Size	1
203	Plus - Medium Size	1
204	Plus - Small Size	1
205	Tester - Big Size	1
206	Tester - Small Size	1
207	Clamp Board (Pitch Board)	1
208	White Board - Size 2 x 1 ft	1
209	White Board - Size 1 x 1.5 ft	1
210	Notice Board (Good Quality) - Big Size	1
211	Notice Board (Good Quality) - Medium Size	1
212	Notice Board (Good Quality) - Small Size	1
213	Black Board - Standard Size	1
214	Duster for White Board - Good Quality	1
215	Duster for Black Board - Good Quality	1
216	Pin cushion - Good Quality	1
217	Chair cushion - Good Quality	1
218	Hit Spray Black (mosquito killer)- Big Size	1
219	Hit Spray Red(cockroach killer) - Big Size	1
220	Mosquito Coil (good night)	1
221	Muriatic Acid - 500 ml	1
222	Napthalin ball - Best Quality	1
223	Washing Powder (Surf Excel) - 1 kg	1
224	Washing Powder (Tide) - 1 kg	1
225	Washing Powder (Safed) - 1 kg	1
226	Washing Powder (Power) - 1 kg	1
227	Soda Powder - Good Quality (1 kg)	1
228	Hand wash Lifebuoy - 500 ml	1
229	Hand wash Dettol - 500 ml	1
230	Handrub Avagard - 500 ml (Pink)	1
231	Handrub Avagard - 500 ml (Blue)	1
232	Soap - Lifebuoy	1
233	Soap - Dettol	1
234	Torch Two Cell - Jiban Sathi	1
235	Chargeable Torch 2 cell - Jiban Sathi	1



236	Torch 3 cell - Eveready	1
237	Steel Bowl with Cover - Big Size	1
238	Steel Bowl with Cover - Small Size	1
239	Plastic Bin with Cover - Big Size	1
240	Plastic Bin with Cover - Small Size	1
241	Steel Container for Cheatle Forcep - Best Quality	1
242	Laopale Bowl Set - Big Size	1
243	Laopale Bowl set small	1
244	Plastic Bowl - Medium Size	1
245	Laopale Dish Set - Big Size	1
246	Laopale Dish set -Small Size	1
247	Laopale Cup Set - Big Size	1
248	Laopale Cup Set - Medium Size	1
249	Laopale Cup Set - Small Size	1
250	Glass Set - Good Quality	1
251	Table Glass (8 mm)	1
252	Tray Set - Good Quality	1
253	Water Bottle Set - Good Quality	1
254	Spoon Set - Steel (Best Quality)	1
255	Table Tray Plastic - Best Quality	1
256	Plastic Paper Tray - Best Quality	1
257	Glass Tumbler (Hindustan)	1
258	Bowl Cover - Big Size	1
259	Bowl Cover - Small Size	1
260	Glass Cover - Good Quality	1
261	Swab with Stick - Big Size	1
262	Wall Clock - Ajanta	1
263	Plustic Mug - Best Quality	1
264	Plastic Jug 2 Liter - Best Quality	1
265	Plastic Jug 5 Liter - Best Quality	1
266	Plastic Bucket 15 ltr - Deepak	1
267	Plastic Bucket 20 ltr - Deepak	1
268	Bodkin (Best Quality)	1
269	Flower Broom - Best Quality	1
270	Coconut Broom - Best Quality	1
271	Broom Stick - Best Quality	1
272	Swinging - Best Quality	1
273	Dustbin - Big Size	1
274	Dustbin - Small Size	1
275	Foot Operative dust bin plastic - Big Size	1
276	Foot Operative dust bin plastic - Small Size	1
277	Waste Paper Basket- Good Quality	1
278	Net Plastic Bin - Big Size	1
279	Poly. Bean Bag 24" x 36" Different colour	1

280	Magic Wave MOP Bucket - Best Quality	1
281	Plastic Belcha - Medium	1
282	Neet Plastic Bowl - Small	1
283	Shoe rack - Best Quality	1
284	Gum Boot - 6 No	1
285	Gum Boot - 7No	1
286	Gum Boot - 8 No	1
287	Blade Topaz - Best Quality	1
288	Bagha Range - Best Quality	1
289	Wiper - Big size	1
290	Cloth Duster - Best Quality	1
291	Urine Container Plastic Male & Female	1
292	Utility Gloves - (Yellow Colour)	1
293	Chair Towl - Best Quality	1
294	Chair Towel Band - Best Quality	1
295	Turkish Towel - Big Size	1
296	Wooden Duster - Best Quality	1
297	Sutli (Jute) - Best Quality	1
298	Odonil	1
299	Room Freshener - aer	1
300	Vim Liquid - Good Quality	1
301	Pril Liquid - Good Quality	1
302	Colin Liquid - Good Quality	1
303	Harpic Liquid - Good Quality	1
304	Phenyl (Cross Hygienic) - White Perfumed Disinfecting Fluid	1
305	Bleaching Powder - 2 kg	1
306	Cleaning Bursh for Toilet - Best Quality	1
307	Key Ring - Good Quality	1
308	Key Holder Leather Bag - Good Quality	1
309	Calling Bell - Good Quality	1
310	Printer Cartridge 12A -compatible	1
311	Printer Cartridge 12A-HP Original	1
312	Printer Cartridge 78A -compatible	1
313	Printer Cartridge 78A-HP Original	1
314	Printer Cartridge 88A -compatible	1
315	Printer Cartridge 88A-HP Original	1
316	Printer Cartridge Canon 925 -compatible	1
317	Printer Cartridge Canon 925-HP Original	1
318	Printer Cartridge - 32A (CA232A), Colour-compatible	1
319	Printer Cartridge - 32A (CA232A), Colour-HP Original	1
320	Printer Cartridge - 204A (CF511A)-compatible	1



321	Printer Cartridge - 204A (CF511A)-HP Original	1
322	Toner - (RICOH), MP2014HS -Original	1
323	680 Black HP Cartridge-Original	1
324	Canon 303 Original Cartdge Ink Cartridge & Toner	1
325	Cartridge111s-compatible	1
326	Samsung MLT-D111S Black Toner Cartridge	1
327	HP 110A Black Original Laser Toner Cartridge	1
328	110aA -Compatible	1
329	Quick Heal Total Security-10 User	1
330	Cartridge - 204A-compatible	1
331	HP Cartridge - 204A	1
332	Cartridge - 32 A-HP Original	1
333	NPG-59 TONER BKJP ( Canon, Xerox Machine Black)	1
334	RICOH Toner (Black)-Compatible	1
335	Samsung M2021 Cartridge (Black)	1
336	DVDs/ CDs - Good Quality	1
337	Pendrives - 4 GB-Sandisk/HP	1
338	Pendrives - 8 GB-Sandisk/HP	1
339	Pendrives - 16 GB-Sandisk/HP	1
340	Pendrives - 32 GB-Sandisk/HP	1
341	Pendrives - 64 GB-Sandisk/HP	1
342	Steel Pendrive (HP)	
343	USB Cord - Best Quality	Per Unit
344	CDs/DVDs Bag - Best Quality	Per Unit
345	Desktop Covers - Best Quality	Per Unit
346	Printer Covers - Best Quality	Per Unit
347	Mouse Pad - Best Quality	Per Unit
348	Stamp Pad - Best Quality	Per Unit
349	Paper weight (glan /stone good quality)	Per Unit
350	Exam Paper Main Sheet	Per Unit
351	Exam Paper Main Sheet with printing	Per Unit
352	Exam Paper Loose Sheet	Per Unit
353	Exam Paper Loose Sheet with Printing	Per Unit
354	Diagnostic Report form for Microbiology/ Sterility test	Per Unit
355	Bacteriological Report Form	Per Unit
356	Bacteriological Report Form with Printing	Per Unit
357	Attendance Register for Student	Per Unit
358	Attendance Register for Student with Printing	Per Unit
359	Attendance Register for Staff	Per Unit

360	Attendance Register for Staff with Printing	Per Unit
361	Pen Stand (Good Quality) - Wooden	Per Unit
362	White Board marker - Blue	Per Unit
363	White Board marker - Black	Per Unit
364	White Board Marker - Red	Per Unit
365	White Board marker - Green	Per Unit
366	Carbolic Acid	Per Unit
367	Car loge Book	Per Unit
368	Maney Recipte Book	Per Unit
369	All out mosquito (Liquid with machine)	Per Unit
370	Liquide detergent	Per Unit
371	Hard Disk-2 TB	Per Unit
372	Calculator (Orpat)	Per Unit
373	Lace File	Per Unit
374	Brown Tape-Big size	Per Unit
375	Brown Tape-Small size	Per Unit
376	Magazine Holder	Per Unit
377	Hand Holding Plastic	Per Unit
378	Tracing Paper	Per Unit
379	Fevicol	Per Unit
380	Sketch pen	Per Unit
381	Rubber Band (Big)	Per Unit
382	Rubber Band (Small)	Per Unit
383	Chart Paper	Per Unit

**Memo No:** DMGMCH/PRL/ 884/1(12)

**Dated:** July 26, 2024

Copy forwarded for information & necessary action to:

1. The Sabhadhipati, Purulia Zilla Parishad, Purulia
2. The Director of Medical Education, Department of Health & Family Welfare, Government of West Bengal, Swasthya Bhawan, Salt Lake City, Kolkata - 91
3. The District Magistrate, Purulia
4. The MSVP, DMGMC&H, Purulia
5. The Chief Medical Officer of Health, Purulia
6. DICO, Purulia
7. The IT Cell, Swasthya Bhawan, Kol-91 for uploading this e-tender notice in the official website of Dept. of Health & Family Welfare
8. District Information Officer, NIC, Purulia with request to publish the NIT through official website of Purulia District
9. The Accounts Officer (College Side), DMGMCH
10. Notice Board of DMGMCH
11. DMGMCH Website
12. Office copy

Principal  
Deben Mahata Government Medical College & Hospital  
Purulia

Principal 26/07/24  
Debenmahata Govt Medical College & Hospital  
Hatuara, Purulia