



GOVERNMENT OF WEST BENGAL
OFFICE OF THE MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL
Main Road, Purulia – 723101
Mail ID : pgmchmsvp@gmail.com

Memo No-

Date-

TENDER NOTICE

For “Washing, Drying & Ironing of Linen through Mechanized Laundry System”

1. The Medical Superintendent cum Vice Principal (MSVP) of Deben Mahata Government Medical College and Hospital (DMGMC&H), Purulia, invites tenders from eligible and qualified bidders (contractor, supplier, Sole proprietorship or partnership firm, private / public Ltd. Company, public sector undertaking / cooperative society registered with appropriate authority, organization) for providing the **services of washing and ironing of used (dirty) Linen articles including articles soiled with Blood, Foot Mattress** etc. of Deben Mahata Government Medical College and Hospital, Purulia as per enclosed list for the year 2024- 2025 (one year from AOC)

The contract agreement will be continued only on satisfactory performance of work by the bidder. The contract period shall commence from the date of notification of award of contract for this tender.

2. Date and Time Schedule of Tender:

Sl. No.	Particulars	Date & Time (on working days only excluding Sundays and Holidays)
1	Date of publishing N.I.T. & other Documents online	13/09/2024, 2 p m
2	Online documents download start date	13/09/2024, 3 p m
3	Online documents download end date	28/09/2024, 3 p m
4	Online Bid submission start date	18/09/2024, 3 p m
5	Pre Bid meeting to be held at the office of the Tender Inviting Authority (TIA) i.e. MSVP, DMGMC&H	17/09/2024, 12:00 Noon
6	Dates for submission of Earnest Money Deposit (EMD) on line	18/09/2024, 3pm to 28/09/2024, 5 p m
7	Online Bid Submission closing date	28/09/2024, 3 p m
8	Online Bid opening date for Technical Proposals	30/09/2024, at 4 p.m.
9	Date of online uploading list for Technically Qualified Bidders	To be notified letter
10	Date of online opening of Financial Proposal	To be notified later

3. The Tender “washing, drying & ironing of linen through Mechanized Laundry System” should be addressed to **The Medical Superintendent cum Vice Principal, Deben Mahata Government Medical College and Hospital, District, Purulia** . Bidders may download tender enquiry documents from the websites <https://wbtenders.gov.in> and www.wbhealth.gov.in (also in www.pgmch.edu.in). **Any subsequent notice regarding this tender shall be uploaded on these two websites only.**

4. In the event of any of the above mentioned dates being declared as a holiday for the **Deben Mahata Government Medical College and Hospital, Purulia**, the tenders will be opened on the next working day at the appointed time.

5. The bidder will be required to furnish a deposit (online) of **Rs. 5000.00 (Rupees FiyeThousand)** only in favor of the Medical Superintendent Cum Vice Principal, Deben Mahata Government Medical College & Hospital, Purulia as earnest money deposit (EMD) . Any Tender without EMD as mentioned above will be treated as invalid.

6. Successful bidders will have to execute an agreement on non-judicial stamp of Rs.100/- (Rupees One Hundred) only as undertaking to wash as accepted rates throughout the year 2024-2025 (1 year from the date of AOC -Award of contract).

7. The bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required or submission of bid not substantially responsive to the bidding documents in every respect will be at the bidder’s risk and may result in rejection of its bid.

8. It will be the **sole responsibility of the contractor** to abide by the provisions of the following acts as to the workmen engaged by him for performance of this contract:

- a. Employment of Children Act .
- b. Workmen Compensation Act.
- c. Employment of Labor / Contract Labor Act.
- d. Industrial Employment(Standing Orders) Act 1964.
- e. Contract Labor (Regulation and Abolition) Act 1970.
- f. Minimum Wages Act.
- g. Employee Provident Fund Act.
- h. ESI Act.
- i. Any other act or legislations which may govern the nature of the contract.
- j. Any other law or rule as may be enforced and made applicable to the workmen/supervisor/other persons-as may be deployed by the contractor for carrying out the assigned jobs involving use of skilled or unskilled workmen.

9.

i. “Earnest money & Security Deposit” : Five thousand (Rs. 5,000/-) only submitted online will be refunded to all the bidders online except L1 , FOR WHOM THE SAID AMOUNT OF Rs. 5000 /- will be treated as ‘SECURITY DEPOSIT there after please follow Finance Department order no 3482-F(Y) Dated-25.05.2023

ii. The intending bidders will have to quote their BID RATE individually for WASHING, DRYING & IRONING OF LINEN SERVICES as per description given below & SHOULD BE PRACTICAL & JUSTIFIED AGAINST EACH ITEMS.

iii. The bidders must quote unit rate for all the items mentioned in the annexure -1 and the lowest unit rate in all the Listed items quoting bidder will be selected. In case of a single bidder not quoting the lowest unit rate in all the listed items, the bidder quoting the lowest unit rate in aggregate will be selected.

iv. The bids must be accompanied by the following necessary valid documents.

1. Valid Trade License as on the date of bid submission in the related / similar trade / nature of business
2. Valid PAN Card as applicable.
3. GSTIN registration / up to date GST challan with **last year (only)** return(2023-2024)
4. Income Tax return / submission (as applicable) – 2022-2023& 2023-2024 (**last two years only**)
5. Partnership Deed wherever applicable
6. Experience Certificate of similar nature of work in Government and / or **Credentials for similar type of job in Government and /or private Hospitals / Healthcare facilities.**
7. Audit report of last two financial year (2022-2023& 2023-2024- **last two years only**)
8. Bank account details .
9. Profession Tax with last year challan.

- i) Acceptance of the lowest Bid is not obligatory and the undersigned reserves the right of rejecting or accepting any tender as a whole or part thereof without assigning any reason thereof
- ii) Tenders must be submitted in the letter head of the firm/Individual duly signed by the proprietor/ Partner/Director or their authorized representative whichever is applicable . In case of signing of tender by the authorized representative, **letter of authorization** must be attached with the tender .
- iii) The rate should be mentioned against each item as per enclosed list of Linen Articles Annexure-1. Rates must be quoted in Indian rupees and as per the format specified, taxes extra if any must be written separately
- iv) The rates quoted must be valid for one year from the date of AOC .
- v) No overwriting or cutting is permitted in the rate. If found , the tender shall be summarily rejected.
- vi) The washing **need to be done properly, & perfectly to the satisfaction of the end users (Doctors, nursing personnel and paramedical staff) of the hospital.** The linen has to be collected from site and must be transported by linen agency personnel to laundry site in leak proof and covered trolleys only. Blood stained linen will have to be washed separately from other normally stained linen and should not be mixed with each other. The linen must be washed and ironed properly to the satisfaction of the authorities. Good quality of detergent / cleaning agent must be used for cleaning. If the washed clothes received are not found satisfactory the same will be returned for washing without any additional expenditure. It will be recorded in register duly signed by staff and linen agency personnel such figure must be reflected in the current month service statement by respective in charges. This statement generated must be reconciled with the agency's bill by hospital authorities verifying the bill.
- vii) Dirty /soiled linen and used clothes will have to be collected and handed over to the authorized person at Indoor (maintaining the Register) after proper washing and ironing strictly on daily basis, failing which the **penalty as decided by competent authority will be levied on each occasion.** Continuous default may lead to cancellation of contract.
- viii) The Bider is solely responsible for any loss , damage, discoloration, bleaching of colour, fading of prints ,wear & tear, etc., to the linen and the cost of the same will be recovered from the payment due to him in the first instances and may also be adjusted against the security deposit.
- ix) Blood – stained linen will have to be washed separately from other normally stained linen and should not be mixed with each other.
- x) The timing of collection of the soiled/dirty linen and distribution of the cleaned and ironed linen should be done as per the need and requirement of the hospital authority.
- xi) Damage to the goods or any other loss (theft/pilferage) during transit shall be the sole responsibility of the supplier.
- Xii) Hospital staff must avoid giving already torn linen to agency requisition for new linen must be placed at store through proper channel.
- xiii) Estimated Yearly Bill amount – The amount given in the NIT is tentative, which may be increased or decreased as per the Institute's requirement. The hospital authority reserves the right to increase or decrease the amount of work. Decision of the hospital authority about the volume/amount of work in the DMGMC& Hospital will be final in this regard.
- xiv) Payment will be made only after successful (100%) completion of supply /installation of Goods / Materials or the work on submission of monthly bills as per direction in **duplicate / triplicate** along with satisfactory work done certificate from respective officials and other necessary attachments.
- xv) Execution of work should commence within 7days from issue of the work order from the undersigned.
- xvi) NO-CONVICTION CERTIFICATE: The tendered will also submit an affidavit in the prescribed proforma attached herewith from Notary /first class judicial magistrate/Executive Magistrate(Annexure II).

Encl:- Aneuxre-1 (List of Linen articles with base/reserve rate)

Annexure - 2 (Draft Affidavit Proforma)

Sd/-

Medical Superintendent cum Vice- Principal
Deben Mahata Government Medical College & Hospital, Purulia

Memo No. 2433/1(1A)

Date 12/09/2024

Copy forwarded for favour of information and with a request for wide circulation through their Office Notice Board to the:--

1. The Sabhadhipati, Purulia Zilla Parishad ,Purulia.
2. The Director of Medical Education & ex-officio Secretary, Department of H&FW., Swasthya Bhawan , Salt Lake City ,Kol-91
3. The Principal, DMGMCH,Purulia.
4. The District Magistrate,Purulia.
5. The Nodal Officer H &FW Dept.& Deputy Secretary, Department of H&FW., Swasthya Bhawan , Salt Lake City ,Kol-91 with request to communicate to I&CA Dept. for publication in 3 daily newspapers.
6. The Chief Medical Officer of Health,Purulia.
7. The District Information & Cultural Officer, Purulia with request for publishing in one each (two languages) daily news papers.
8. Officer in charge – NIC, Purulia with request to upload in NIC web portal.
9. The Accounts Officer, DMGMC&H.
10. The all concerned members of the purchase & Tender Committee, DMGMC&H,Purulia.
11. IT Cell ,Dept. of Health & Family Welfare,Swasthya Bhaban ,Kol-91 with request to upload in the official website of the department (www.wbhealth.gov.in)
12. The DSM & IT Manager, Purulia District for uploading in district health website.
13. DMGMC&H Website.
14. Office copy.

12/09/24

Medical Superintendent cum Vice- Principal
Deben Mahata Government Medical College & Hospital, Purulia

Deben Mahata Government
Medical College & Hospital
PURULIA

List of Washing of Linen articles ,Deben Mahata Government Medical College & Hospital ,Purulia

SI No	Name of The Linen articles	Size	Unit	Base Price	Remarks if any
1	Gown	Big	Per Pc.	9.00	
2	Gown	Small	Per Pc.	8.00	
3	Cut Sheet	Big	Per Pc.	7.00	
4	Cut Sheet	Small	Per Pc.	6.00	
5	Draw Sheet/Table Sheet	Big	Per Pc.	7.00	
6	Draw Sheet/Table Sheet	Small	Per Pc.	6.00	
7	Bed Sheet		Per Pc.	10.00	
8	Towel	Big	Per Pc.	8.00	
9	Towel	Small	Per Pc.	5.00	
10	Blanket		Per Pc.	15.00	
11	Parda (Window & Door)		Per Pc.	6.00	
12	Mosquito Net	Cotton/Nylon	Per Pc.	7.00	
13	Shirt	Nylon /Cotton	Per Pc.	8.00	

14	Pant	Cotton	Per Pc.	8.00	
15	Cap	Cotton	Per Pc.	4.00	
16	Mask	Cotton	Per Pc.	4.00	
17	Legging	Cotton	Per Pc.	8.00	
18	Pillow Cover	Cotton	Per Pc.	6.00	
19	Baby Sheet	Cotton	Per Pc.	6.00	
20	Torn Sheet	Cotton	Per Pc.	8.50	
21	Hand Cover	Cotton	Per Pc.	4.00	
22	Side Screen	Cotton	Per Pc.	6.00	
23	Duster		Per Pc.	6.00	
24	Mop		Per Pc	7.00	
25	Baby green Sheet		Per Pc	6.00	
26	Eye Sheet		Per Pc	6.00	
27	Tray Cover		Per Pc	6.00	
28	Baby Bed sheet		Per Pc	5.00	
29	Mackintosh	Rubber	Per Pc	11.00	