



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL
Vill.:Hatuara, P.O.:Vivekananda Nagar, P.S.:Purulia Muffasil, PIN: 723 147
dmgmch.edu.in, prinpurulia@gmch@gmail.com

Memo No: DMGMCH/PRL/

Dated: February , 2022

EXPRESSION OF INTEREST FOR MEDICAL CHEAP STORE IN HATUARA CAMPUS OF DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL

This Institute intends to establish Cheap Store at its Hatuara campus on outsource basis for the facility and convenience of the students/staff/faculty and residents. The Stationery/Books/ Academic Aids/ Aprons/ other related items are to be stocked and sold in the store in good variety, quality and quantity.

Firm shall submit the List of Items to be provided at Store.

For details, please visit our website www.dmgmch.edu.in. Interested bidders may submit their comprehensive proposal on or before **21.02.2022** to The Principal, DMGMCH, Hatuara, Purulia, Pin-723147

The institute will provide space & electricity for running Cheap Store on monthly chargeable basis.

The Bidders are encouraged to conduct their own independent survey and check the feasibility before submission of their Eol.

The Competent Authority of the Institute reserves the right to reject any or all the Eol without assigning any reason and the decision of the Competent Authority shall be final and binding.

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Purulia

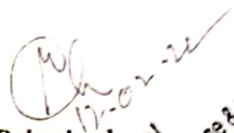
Memo No: DMGMCH/PRL/ 10571 (11)

Dated: February 12, 2022

Copy forwarded for information & necessary action to:

1. The Director of Medical Education, Department of Health & Family Welfare, Government of West Bengal, Swasthya Bhawan, Salt Lake City, Kolkata - 91
2. The District Magistrate, Purulia
3. The MSVP, DMGMCH&H, Purulia

4. The Chief Medical Officer of Health, Purulia
5. DICO, Purulia
6. The IT Cell, Swasthya Bhawan, Kol-91 for uploading this Eol notice in the official website of Dept. of Health & Family Welfare
7. District Information Officer, NIC, Purulia with request to publish the Eol through official website of Purulia District
8. The Accounts Officer, DMGMCH
9. Notice Board of DMGMCH
10. DMGMCH Website
11. Office copy


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Purulia
Deben Mahata Govt. Medical College & Hospital
Hatwara, Purulia

BRIEF INFORMATION

1. Name of work	Establishing Medical Cheap Store at DMGMCH, Hatuara campus on outsource basis
2. Duration of Contract	The duration of the contract is initially for a period of 3 (three) years and may be extended for further similar period on satisfactory performance and mutual consent of both the parties.
3. Download EoI Document	The EoI document can be downloaded from the Institute's Website: www.dmgmch.edu.in up to 21.02.2022 till 03:00 pm.
4. Pre-Bid Meeting	16.02.2022; 03:00 pm at Office of the Principal, 1st Floor, Academic Building, DMGMCH campus, Hatuara, Purulia (All interested representatives of Firm/Agency/ Company/Shop may participate in the Pre-Bid Meeting)
5. Last date & time for Receipt of EoI	21.02.2022 up to 03:00 pm. The EoI received after the due date/time will not be considered under any circumstances, they stand summarily rejected, and they will be discarded.
6. Date and time of Opening of EoI (Technical & Financial Bid)	22.02.2022 at Office of the Principal, 1st Floor, Academic Building, DMGMCH campus, Hatuara, Purulia Time: 12:00 pm (Interested Firm/Representative may participate)
7. To whom the EoI documents to be submitted	EoI proposals as prescribed duly complete and signed be submitted in a sealed cover superscripting "EoI for Cheap Store at DMGMCH, Hatuara, Purulia" addressed to: Principal DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL Vill.:Hatuara, P.O.:Vivekananda Nagar, P.S.:Purulia Mufassil, Dist. - Purulia, West Bengal PIN: 723 147 should be put in the EoI Box, kept in the Office of the Principal, DMGMCH, Hatuara, Purulia

EVALUATION OF THE EOJ

DMGMCH, Purulia shall follow two bid system where the technical bid and financial bid shall be evaluated separately. The evaluation shall be done on marks scored in Technical evaluation and Financial Evaluation. The technical bid evaluation shall be done based on the following criteria:

Criteria for Technical Evaluation for Medical Cheap Store:

S. No.	Particulars	Evaluation Criteria	Document Required	Maximum Marks
1.	Firm/Agency/Company/Shop should have minimum 03 years experience in providing these services/supplying articles of similar nature	4 Marks for fulfilling the criteria (2 marks for each additional year over and above the minimum)	Attach establishment document of Firm/Agency/Company/Shop for providing the services mentioned	10
2.	Firm/Agency/Company/Shop should have GSTIN Registration	5 Marks for fulfilling the criteria	Attach signed copy of GSTIN	5
3.	Firm/Agency/Company/Shop who have an experience in running activities of similar nature/ supplying articles of similar nature in the educational institutes like Government Medical Colleges/Degree Colleges/AIIMS/IITs/NITs etc. and other Educational Institutions/ State/Central Universities	20 Marks for fulfilling the criteria (Each separate credential - 5 marks each)	Attach experience documents in relevant field.	20
4.	Turnover: Average minimum Annual Turnover of Rs. 5.00 lakh in last 3 Financial years (FY: 2018-19; 2019-20; 2020-21)	Turnover 5 Lakhs to 7 lakhs = 5 Marks Above 7 Lakhs to 9 lakhs = 10 Marks Above 9 lakhs = 15 Marks	Attach CA Certificate/Audit Balance Sheet/ITR/Other supporting documents	15
Total Maximum Marks				50

Note: [Supporting documents for all above (1) to (4) should be enclosed in proposal otherwise marks awarded will be zero]

Firm shall submit the List of Items to be provided at Store.

The Financial bid for further evaluation will be considered only for those firms who will score minimum 30 Marks in the Technical bid.

Technically qualified firms' offered number of percentage (maximum in the EoI process) in respect of minimum discount on Maximum Retail Price (MRP) will be granted 50 marks and others will be regulated proportionately.

For Example: Three Technically Qualified (X, Y & Z) Firms offered number of percentage in respect of minimum discount (10%, 15% & 20% respectively). Firm (Z) offered Maximum 20% will be granted 50 marks and other will be regulated proportionately as following:

S.N.	Firm Name	Minimum discount	Marks
1.	X	10%	50/20*10=25 Marks
2.	Y	15%	50/20*15=37.5 Marks
3.	Z	20%	50/20*20=50 Marks

Total Marks secured by the Firm in Technical & Financial Bid will be the base of award of the contract.

Highest One (H-1) Scored Marks in Technical & Financial Bid may be considered for the award of contract. The Bidders' ranking shall be arranged depending on the marks obtained by each of the bidder both in Technical Evaluation and Financial Evaluation. In case of tie condition in Highest One (H-1) score, Institute has right to award one firm on the basis of past experience, performance & turnover. This decision shall be final and binding to the firms.

If Highest One (H-1) score fails/ refuses to provide services after award of Contract, Institute have right to award the contract to the next eligible firm.

Technical Bid for Cheap Store

S. No.	Particulars	Details/Document Provided	Check List (Please Write Yes/No)
1.	Firm/Agency/Company/Shop should have minimum 03 years experience in providing these services/supplying articles of similar nature	Attach establishment document of Firm/Agency/Company/Shop for providing these services in the city. (Attach relevant valid documents)	Establishment document attached (Yes/No)
2.	Firm/Agency/Company/Shop should have GSTIN Registration	GSTIN Number:	Photocopy of GSTIN attached (Yes/No)
3.	Firm/Agency/Company/Shop who have an experience in running activities of similar nature/ supplying articles of similar nature in the educational institutes like Government Medical Colleges/Degree Colleges/AIIMS/IITs/NITs etc. and other Educational Institutions/ State/Central Universities	Attach Work Orders/Credential Certificates	Copies of the Work Order Attached (Yes/No)
4.	Turnover: Average minimum Annual Turnover of Rs. 5.00 lakh in last 3 Financial years (FY: 2018-19; 2019-20;	Attach CA Certificate/Audited Balance Sheet/ITR/Other supporting documents	Copy of the documents Attached (Yes/No)

Signature of Authorized Signatory
and Company Seal

Technical Bid for Cheap Store

I hereby agree to the terms and conditions attached to the contract for starting and running the Cheap Store and agree to provide the discount of minimum _____ % on the Maximum Retail Price (MRP) of all the Items.

Date:

Place:

Signature and Seal of the Firm

Obligations of the Firm/Agency/Company/Shop :

1. The Firm/Agency/Company/Shop shall use only the space earmarked for a particular shop and shall not use any other space for any other purpose.
2. The Firm/Agency/Company/Shop shall not sell any unauthorized materials inside the campus such as Tobacco products, alcohol products and any hazardous products which are harmful for the campus community.
3. The Firm/Agency/Company/Shop shall be responsible for maintaining cleanliness in the allotted area at all times. All waste generated should be disposed off by the Firm/Agency/company/Shop at their own cost. The Firm/Agency/Company/Shop shall ensure proper discipline, hygiene and cleanliness of the shop and its surroundings in accordance to Government guidelines and instructions.
4. The Firm/Agency/Company/Shop shall maintain high standard of hygiene during their operation and follow the instructions in respect of COVID-19 guidelines issued from time to time.
5. The Firm/Agency/Company/Shop shall be responsible for all statutory compliances with respect to the business undertaken of Govt. of India and Govt. of West Bengal including labor compliances.
6. As per the requirement items may be introduced after prior sanction of the competent authority of DMGMCH
7. The Firm/Agency/Company/Shop shall display appropriate size of holding maintaining Shop Details & contact number etc.

Terms and Conditions :

1. **Tenure & Termination Clause:** Running of Cheap Store at DMGMCH Purulia will be initially fixed for a period of **3 (Three) years** and shall stand automatically terminated upon the expiry of the said term. Tenure may be extended further for similar period on satisfactory performance and mutual consent of both the parties. An agreement will be signed between Institute and Firm. In case, the services are not found satisfactory, the agreement will be terminated by Principal. The Principal, DMGMCH Purulia reserves the right to cancel the contract at any time after giving One (01) month notice. The decision of the Principal, DMGMCH Purulia in this regard shall be final and will be binding on the Firm.

If the Firm/Agency/Company/Shop indulges in carrying out any unapproved activities or makes any violation of rules of the Institute or non-compliance of any directives issued by the Institute, the DMGMCH Purulia is at liberty to cancel the agreement with immediate effect.

2. Subletting of the Cheap Store after award of work/agreement will not be permitted. If any such incident is found, the contract would be immediately terminated and Security Deposit will be forfeited.
3. The Institute will not provide any other facility other than the space and electricity supply till the distribution point. The manpower and infrastructure (Display Shelf, Counter, furniture items etc.) have to be installed by the Agency/Firm for carrying out the activities of the Store.

4. **Timings & Days of Opening:** The timing of operation of the store would be 08:00 am to 08:00 pm (all days) or the time as decided by mutual consent of the firm and Institute. The store shall operate on all seven days of the week and there shall be no holiday under any circumstances unless exemption granted by the Institute Authority.
5. The successful bidder would have to make followings:
- (a) **Security Deposit:** Security Deposit shall have to be submitted within 10 days after allotment order for an amount of ₹20,000 INR (one time in the form of Demand Draft in favour of 'Purulia Govt. Medical College and Hospital'. The amount shall be returned after two months of completion of contract. If there is any damage to any property of DMGMCH Purulia or any payment dues to DMGMCH Purulia by the Firm/ Agency/Company/Shop, the DMGMCH Purulia shall be empowered to recover the dues from the security deposit.
- (b) **Rent Charges:** As decided by the appropriate authority of the Government of West Bengal (Land Acquisition Department) (Firm shall be liable to pay monthly rent regularly by 7th of each successive month. Late submission of rent will be charged Rs.100/- per day as late fee in addition to the rent). If the rent rate is revised, the revised rate will be applicable.
- (c) The monthly rent may be increased by 5% every year.
- (d) **Electricity Charges:** As fixed by the Institute authority (on a tentative basis) on the number of available electrical points and consumption hours which will be intimated before the agreement (Firm shall be liable to pay monthly Electricity Charges regularly by 7th day of each successive month. Late submission of charges will be charged ₹100/- per day as late fee in addition to the electricity bill)
- (e) If the Firm/ Agency/Company/Shop do not vacate the allotted space after the expiry of the tenure or after one month of notice period of termination of tenure, the Firm shall be liable to pay a penalty of rupees as decided by the Institute in addition to the other charges as applicable.
6. The EoI does not constitute a solicitation. Principal, DMGMCH Purulia reserves the right to change or cancel the requirements at any time during the selection process of Expression of Interest(EoI). Principal, DMGMCH, Purulia reserves the right to accept or reject any Expression of Interest (EoI) without assigning any reason and any liability or any obligation to inform the affected firms ground for action is not binding upon Principal, DMGMCH Purulia.
7. Any dispute arising under these terms and conditions shall be subject to the Purulia jurisdiction.

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