



Government of Jharkhand  
**JHARKHAND STATE AIDS CONTROL SOCIETY**

Department of Health & Family Welfare,  
Sadar Hospital Campus, Purulia Road, Ranchi.



Tender Notice No. 02/JSACS/2020-21

Date: 27-07-2020

### **TENDER NOTICE**

Sealed tenders are invited for supply of **Cap & Key Ringas** per requirement annexed with the document under Two Bid Systems i. e. **Technical bid** and price **bid**. The tender documents with detailed conditions can be obtained through web site <http://jsacs.org.in>.

Sl. No	Particulars	Details
1	<b>Name of Work</b>	<b>CAP &amp; KEY RING</b>
2	<b>Time of Completion</b>	As mentioned in Tender Document
3	<b>Publication Date of Tender on website</b>	28-07-2020
4	<b>Date&amp;time for receipt of bid at JSACS Office</b>	18-08-2020 at 2.00 P.M
5	<b>Date &amp; time of opening of Technical bid at JSACS Office</b>	18-08-2020 at 3.00 P.M
6	<b>Contact no. of procurement person</b>	0651 – 2211018
7	<b>Tender document fee (Non-refundable)</b>	<b>500.00 (Five Hundred only)</b>
8	<b>Earnest Money Deposit (EMD)</b>	30,000/- (Thirty thousand only)
9	<b>Helpline number of procurement cell</b>	Fax :- 0651 – 2211018

Sd/-  
Project Director  
Jharkhand State AIDS Control Society

**TENDER DETAILS : -**

**Tender reference No : 02 /JSACS/2020-21**

- a) **Tender fee:**500/- (Five hundred) in form of demand draft in favour of "Jharkhand State AIDS Control Society", Payable at Ranchi, it should be attached with technical bid of tender document .
- b) **Earnest Money deposit:** 30,000/- (Thirty thousand only) in form of demand draft, in favour of " Jharkhand State AIDS Control Society", Payable at Ranchi it should be attached with technical bid of tender document .
- c) **Date/time for receipt of bids :** 28-07-2020 to 18-08-2020to by 01.00 P.M
- d) **Last date for receipt ofTenders :** 18-08-2020at 2.00 PM
- e) **Date & time of Opening Technical bid :** 18-08-2020 at 3.00P.M
- f) **Place of opening of tenders :**

Office of the **PROJECT DIRECTOR**,  
Sadar Hospital Campus,  
Purulia Road, Ranchi.

---

**Note:The society reserves the rights to reject or make the necessary changes in tender. The same shall be informed to the tenderer as and when required.**

## **General Tender Terms & Condition**

### **A. Mode of Submission of Tender**

Tenders must be submitted in two different parts –

1. Technical Part
2. Financial Part

**Technical Part: a.** Documents submitted with Technical part as given below. (**Annexure-A**). All the information given in the **Annexure-A** must be supported by authenticated documents. The duly filled **format** along with all the supporting documents & original tender form with seal & signature on each page. The technical proposal should be serially numbered and should be mentioned in given format (*without numbered pages will be cause of rejection of tender*)

**b.** Attach relevant document & details of firm regarding annual turnover certified by competent authority for the previous year financial details. Minimum annual average Turn Over should not be less than 25 Lakhs in recent consecutive 03 financial years & other requirement can be seen in **Annexure-A**.

**Financial Part: a.** Financial part must be submitted in given format in Financial Bid (**Annexure-B**). The duly filled format **signing each paper** by the bidder will form the financial part. Serial numbers in **Annexure-B** are not allowed to change at bidder's end.

**b.** The tenderer should quote the rates (**in Rupees only**) (**GST extra**) on door delivery basis to the consignee's destination across the state. There will not be any price negotiations after opening of envelop No.2 (Financial bid) except with the lowest 1 (L1), if required. Hence all the tenderers are required to quote their most competitive rates.

### **B. Terms and Conditions (Technical Bid):-**

1. The Firm must be registered with Commercial Tax/GST department for last 03 consecutive years. Sales tax registration certificate/ GST allotted Certificate from Jharkhand.
2. PAN card ( Photocopy)
3. Trade License certificate.
4. The agency should be having office at Ranchi ( Self declaration)
5. Last three years income tax returned certificate.
6. Document in support of experience of same work in last 3 years
7. Undertaking as per enclosed Performa on Page No ...06..
8. Undertaking, stating that firm has never been black listed in the Govt. Institutions
9. Sample of the quoted product should be enclosed.

**THE TECHNICAL BID AND PRICE BID SHOULD BE SEALED SEPARATELY AND BOTH THE SEALED ENVELOPES MUST BE KEPT IN A SINGLE COVER SUPER SCRIBING THE WORD TECHNICAL BID AND PRICE BID "MENTIONING TENDER NO. DUE DATE FOR OPENING AND THE NAME OF TENDERER**

**TERMS AND CONDITION**

1. Technical bid portion will have tender document duly signed by the tenderer.
2. Samples of a Cap & Key Ring to be submitted along with technical bid to enable to judge its quality and acceptability.
3. The tender will be valid for a period of 12 months from the date of the finalization of the tender.
4. For any enquiry please contact procurement division, at the JSACS office 10:00 Am to 5:00 P. m in working days.
5. The rates quoted in the financial part should clearly in figures & words. In situation of any confusion the rate quoted in the words or purchase committee decision will be taken as rate quoted by the company.
6. Work Orders of similar work from other Health Institution.
7. Conditional offer will not be accepted.
8. No advance payment will be made to the selected supplier. Payment will be made after the delivery.
9. The payment will normally be made within one months after the receipt of Material / goods as per ordered specification in right quality and right quantity. TDS will be deducted directly from the bill amount as per government rules.
10. In the event of the order being placed against any of the tenderers and if the tenderer fails to supply materials / items according to the terms and conditions of acceptance of Tender, the PROJECT DIRECTOR, JSACS, Ranchi shall be entitled to purchase such items from any other source and at such price as the undersigned shall be in his sole discretion, thinks fit.
11. In no circumstances the tender rates will be increased after acceptance of offer. Goods are to be supplied within 10 days from the date of issue of work order; otherwise L.D at the rate of 0.5% per week, Maximum penalty will be 10% The deduction will be made from the current bill
12. The Quantity of items may be exceed up or reduced without any prior information, if required.

13. The EMD/s of successful bidders will subsequently be converted into as security deposit and would hold good till the satisfactory completion of job stipulated, failing which it would be forfeited. EMDs of unsuccessful firms will be refunded immediately.
14. Only the rate of responsive bidders shall be considered.
15. The Society reserves the right to reject/accept any or all the tenders without assigning any reason.
16. Orders are likely to be placed in installments. Further quantities of the each Items for which tender is sought may be increased or decreased at the time of placement of orders.
17. Each page of the Tender document should be duly signed by the bidder with office seal and submitted along with documents in Technical Bid.

**Sd/-**  
**Project Director**

**FORMAT FOR UNDERTAKING**  
**Undertaking to be Submitted on**  
**NON-JUDICIAL- Stamp paper of Rs. 10/-**

I/We .....hereby declare that:-

1. I/We do hereby undertake that in the event of acceptance of our tender. I/We will supply the item at the quoted rates at the stipulated time as mentioned in the Terms & Conditions.
2. I/We have carefully have read and under stood the terms and conditions of the tender and we do hereby undertake to supply the items as per the terms and conditions.
3. Certified that.

This is a sole proprietorship firm and person signing the tender is the sole proprietor/constituted attorney of the sole proprietor.

OR

This is a sole partnership firm an the person signing the tender is a partner of the firm and he has authority to refer to the arbitration disputes concerning the business of the partnership by virtue of the agreements by virtue of general power of attorney.

OR

This is a company and the person signing the tender is the constituted attorney

Dated: .....

Signature and name of the Tenderer

Full address of the firm

**The format should be essential to submitted as tender document in original”****Technical Bid**

Name of the Company/Firm :

Address for correspondence :

Sl No	Name of Description	Yes/No	Supporting documents/ photocopy (document attached on page no)	For office Use
1	The Firm must be registered with Commercial Tax/ GST department for last 03 consecutive years.			
2	PAN No.			
3	Trade License certificate.			
4	The agency should be having office at Ranchi ( Self declaration)			
5	Last three years income tax returned certificate.			
6	Document in support of experience of same work in last 3 years			
7	Undertaking as per enclosed Performa on Page No ...06..			
8	Self-Declaration certificate for not being black listed with any Govt. Organization			
9	Sample of the quoted product Cap & Key Ring		.	
10	Contact No/ Mobile No			
11	<b>Earnest money deposit 30,000/-</b> in form of Account payee Bank draft		DD No. Issuing Bank & Branch	
12	<b>Tender document fee (Non-refundable) 500/-</b> in form of Account payee Bank draft		DD No. Issuing Bank & Branch	
13	Any dispute arising shall be instituted in the court of competent jurisdiction situated in Ranchi Only.			

Seal of the Company:

Signature of authorized official of the Company  
Name:

Designation:

Date:

Place:

**FINANCIAL BID****FORMAT OF QUOTATION FOR  
CAP & KEY RING**

Sl. No	Description of goods	Approx. Quantity Required	Unit	Quoted unit Rates	
				In Figures	In Words
1.	Cap – Red Colour With Message Printing Matter to be Provided by JSACS	45000 PCS	Each		
2.	Key Ring Material- Leather With Message Printing/Emboss Matter to be Provided by JSACS	70000 PCS	Each		

**GSTEXTRA**

We agree to supply the above goods in accordance with the technical specification for a total contract price of `------(Amount in figures) (Rupees ----- amount in Words) within the period specified in the invitation for Quotations.

We also confirm what the normal commercial warranty guarantee / guarantee of --- -----months shall apply to the offered goods.

We hereby certify that we take steps to ensure that no person acting for us on our behalf will engage in bribery.

Signature of supplier with seal



## **JHARKHAND STATE AIDS CONTROL SOCIETY**

Sadar Hospital Campus, Purulia Road, Ranchi-01  
0651-2211018, Fax 0651-2211018



### **TENDER NOTICE.**

Tender No 02 /JSACS/2020-21 Date :- 27.07.2020

Sealed Tender is invited from reputed dealers/ suppliers/ for supply of Cap & Key Ring for one year. Detailed Terms & Condition is available at JSACS Office & Web-Site [www.jsacs.org.in](http://www.jsacs.org.in).

Tender document sale date : 28.07.2020 to 18.08.2020 01:00 P.M

Last Date submission of tender : 18.08.2020 up to 2:00 P.M

Date of opening of Tender : 18.08.2020 at 3:00 P.M

- Sd/ Project Director

**LoSfPNdjDrnkulsyk[kksayksxthouunkuikrsgS 18 Is 60  
o"kZdkdksbZHkhLoLFkO;fDRko"kZesa 4  
ckjrdjDrnkudjldrkgSA**