

BID DOCUMENT

(e - Procurement)

**Rate Contract for Disposal of Bio-Medical and Solid Waste
Sir Sunderlal Hospital, BHU, Varanasi**



Issued On:

06.04.2018

Sir Sunderlal Hospital

**BANARAS HINDU UNIVERSITY
VARANASI-221005, INDIA**

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Tender document containing detailed guidelines is enclosed. Vendors should read the Tender Document carefully before submitting their offers.

Submission and Opening of Bids

For bid submission purposes only, the Purchaser's address is **Medical Superintendent, Sir Sunderlal Hospital, Institute of Medical Sciences, BHU, Varanasi**

Attention : **Dr. O. P. Upadhyay**
Street Address : **Medical Superintendent,
Sir Sunderlal Hospital, IMS, BHU, Varanasi**
ZIP/Postal Code : **221005**
Country : **India**

The deadline for bid submission is:

Date : **10 Aug, 2018**
Time : **05:00 PM**

The electronic bidding opening procedures shall be as given in Section I-Instructions for Online Bid Submission.

The bid opening shall take place at: **Medical Superintendent Office,
Sir Sunderlal Hospital, IMS, BHU, Varanasi**

Street Address : **Banaras Hindu University, Varanasi**
Floor/ Room number : **Committee Room**
City : **Varanasi**
Country : **India**

Date : **13 Aug 2018**
Time : **03:00 PM**

The electronic bidding opening procedures shall be as given in Section I-Instructions for Online Bid Submission.

**SECTION I: NOTICE INVITING TENDERS (NIT)
(GENERAL TERMS & CONDITIONS)**

Online tenders, in two-bid system, are invited from reputed bidders having at least three years experience of dealing with the Government Organisations for Rate Contract of items as per enclosed specification and related terms and conditions.

Sir Sunderlal Hospital, B.H.U. receives approx. 99000 OPD patients and about 5000 Indoor Patients in a month with bed capacity 1500. Nearly 127350 Kg. (Approx.) of Bio Medical and Solid Wastes of different categories are generated in OPD, Indoor and various laboratories of the Hospital.

Online quotations are hereby invited for disposal of Bio Medical / Solid Waste Material generated in Sir Sunderlal Hospital, BHU. The contract will be awarded initially for a period of one year. However, it can be extended for another year by the University on satisfactory performance of the agency.

- A. Bidders are required to register on the Central Public Procurement Portal at www.eprocure.gov.in, using a valid Digital Signature Certificate (DSC) and valid email address to be able to participate in the bidding process. On registration with the Portal they will be provided with a user id and password by the system through which they can submit their bids online.
 - B. Digital Signature Certificate (DSC) may be obtained from any authorized agencies registered with the Certifying Authority (CA), through National Informatics Centre (NIC) in India.
 - C. Bidders can download the bid document from Central Public Procurement Portal website at www.eprocure.gov.in Vendors are required to submit the bid online by scanning and uploading all the relevant documents through www.eprocure.gov.in
 - D. Tender document can also be downloaded from the University website at www.bhu.ac.in For further details regarding Amendment /Addendum /Extension please visit website: www.eprocure.gov.in and www.bhu.ac.in
1. The Service Provider shall be responsible for collection, segregation, removal, transportation to incinerator plant and safe disposal of Hospital Biomedical / Solid Wastes in accordance with the Hospital waste management rules recommended by the law in force, on daily basis from the various units of the Hospital; such as OPDs, Wards, Operation Theatres, Blood Bank, Centre for Clinical Investigation, University Student Health Care Complex, University Employee Health Care Complex, Laboratories of Deptt. of Microbiology, Deptt of Pathology, the Immunodiagnostic Centre and Faculty of Dental Sciences presently shifted to Foundation place of the University and any other area under administrative control of Medical Superintendent. Bio Medical / Solid Waste Material has to be removed on daily basis. In case, when the Bio-Medical/ Solid Waste Material is not removed on any single day of the year, a penalty amount decided by the Banaras Hindu University, shall be deducted from the monthly payment.
 2. The tenderer is bound to submit an undertaking as per Performa at Annexure "A" on a Stamp Paper of Rs. 10/- along with the tender duly attested by Notary Public.
 3. Self attested photocopy of PAN number.
 4. Self attested copy of relevant ISO Certificate for Disposal of Bio Medical / Solid Waste should be attached.
 5. Self attested photocopy of Income Tax Returns for two years should be attached.
 6. Self attested photocopy of Service Tax Returns for two years should be attached.
 7. Self attested photocopy of Registration / Authorization Certificate issued by U.P. Pollution Control Board, Lucknow, for handling & disposal of Bio-Medical / Solid Waste Material should be submitted.
 8. Self attested Performance/Experience certificate issued by the 200 bedded or above Govt./Private hospital, for last three years, where such types of works/jobs have been performed should be attached.

9. Earnest Money Deposit [EMD] of **Rs. 1,00,000/- (Rs. One lakh only)** must be attached in the form of FDR [valid for a period of 24 Months] drawn in favour of The Registrar, Banaras Hindu University, Varanasi. Demand drafts/ Pay orders/Cheques shall not be accepted. The EMD of successful Tenderer will be retained as security till the validity of the tender and EMD of unsuccessful Tenderer will be returned after awarding the work.
10. The tenderer shall sign all the paper of tender document and enclosed the terms & conditions of the tender duly signed as token and presumed that the terms and conditions of the tender has accepted.
11. The price shall be quoted in the proforma enclosed as Annexure- “B” and tender shall be awarded to the eligible Lowest bidder.
12. The agency which has been blacklisted by any Govt. Deptt. is not eligible to participate in the tender.
13. The Hospital Open Tender Committee will have the discretion to award the contract, where rate quoted by two or more firms are found same.
14. The performance of the firm will be reviewed by the Inspection Committee, constituted by the University on quarterly basis (every 3 month) and in case not found satisfactory the contract will be terminated.
15. The tenderer shall not utilize the services of **Child Labour**.
16. The firm shall submit daily report of removal of the Bio Medical / Solid Waste of the Hospital on the format, approved by the Medical Superintendent, to Office of the Medical Superintendent, Sir Sunderlal Hospital, B.H.U., Varanasi.
17. Payments shall be made after satisfactory execution of the job work on monthly bill basis.
18. The University will be under no legal obligation to provide employment to any of the personnel of the contractor and the University recognizes no employer - employee relationship between the University and the personnel deployed by the contractor.
19. The contractor shall comply with all the statutory provisions as laid down by Govt. time to time.
20. The hospital shall not be responsible financially or otherwise for any injury to the tenderer or person deployed by the tenderer in the course of performing the duty.
21. The contractor shall not engage any sub-contractor or transfer the contract to any other firm/agency.
22. If any information furnished by the contractor is found to be incorrect at any time, the tender/contract/agreement is liable to be terminated without any notice and the security is liable to be forfeited by the department.
23. In the event of any breach/violation or contravention of any terms and condition contained in the tender, the contract will be terminated and the said earnest money will be forfeited.
24. The University reserves the right to accept or to reject any or all the offers without assigning any reasons thereof.
25. A checklist (Annexure “C”) with proper signature, seal and date should be enclosed, otherwise the quotation may not be entertained.
26. In case of any dispute arising between the firm and the University, the matter shall be referred to Hon’ble Vice-Chancellor, Banaras Hindu University for arbitration whose decision would be binding.
27. All disputes are subject to “Varanasi Jurisdiction” only.

For any clarification and further details contact Telephone No: 0542 -2309212 or contact in person during office hours.

UNDERTAKING

(To be submitted on N. J. stamp paper of Rupee 10/-)

FOR DISPOSAL OF BIO MEDICAL / SOLID WASTE MATERIAL

To
The Medical Superintendent,
Sir Sunderlal Hospital,
Banaras Hindu University
Varanasi.

Sir,

1. I, the undersigned hereby bind myself for Disposal of Bio Medical / Solid Waste Material generated in the hospital) on the Terms & Conditions mentioned in the Tender Document.
2. I shall abide by the hospital rules and order signed by the Medical Superintendent or by any of the authorized officer.
3. I shall not assign the present contract to any person or allow any other person deputed by me for awarded work to interfere in the management of performance.
4. The EMD shall remain in the custody of Medical Superintendent, Sir Sunderlal Hospital, Banaras Hindu University, Varanasi till the expiry of the contract.
5. The conditions here in contained shall form part of all shall be taken as included in the agreement itself.
6. I shall abide by the provision of Minimum Wages Act 1948 and Contract Labour Act 1970 and other Labour Laws applicable form time to time.
7. I shall be responsible to provide all benefits i.e. Bonus, ESI. And Gratuity etc. to eligible employees employed by me.
8. Damage to hospital property if any due to lapse on my part/my authorize agent, may be recovered from me.
9. Should any laps occur on my part while discharging the service, the hospital authorities may cancel and award the work to another agency and the cost difference may be recovered from me.
10. I shall keep the premises neat and clean.
11. In the event of any breach/violation of the terms and conditions, the competent authority shall be at liberty to terminate my contract and forfeit the earnest money deposited by me.
12. In case of any dispute, the decision of the University will be binding upon me.

(SIGN.OF THE TENDERER)

Name :

Address :

Price Breakup

Description of work
Disposal of Bio-Medical / Solid Waste from Sir Sunderlal Hospital, BHU.

Sl.	Location	Rate (Rs.) per month basis
1	Wards	
2	OPD area	
3	Operation Theatres	
4	Blood Bank	
5	Centre for Clinical Investigation (CCI)	
6	University Student Health Care Complex (USHCC)	
7	University Employees Health Care Complex (UEHCC)	
8	Laboratory of Deptt. of Microbiology	
9	Department of Pathology	
10	The Immunodiagnostic Centre	
11	Faculty of Dental Sciences	
12	Newly created 26 beded HDU (Gyne & Obs)	
13	Proposed 100 beded Janani Suraksha	
14	Proposed 27 beded ICU	
	Total Amount (per month)	

CHECK LIST

The following checklist duly signed with seal and with required documents should be submitted along with offer :

We hereby declare that the following requirements have been fulfilled by us –

- i. Valid Authorization Certificate issued by U.P. Pollution Control Board, Lucknow.
- ii. Relevant ISO Certificate for Disposal of Bio Medical / SolidWaste.
- iii. Work Experience in and around 200 Bedded Hospital of three years
- iv. Fixed Deposit Receipt of Rs. 1,00,000/- duly discharged in favour of ***“The Registrar, BHU” payable at Varanasi for Earnest Money Deposit (EMD).***
- v. Copy of Income Tax Returns for 2 years.
- vi. Copy of Service Tax returns for 2 years.
- vii. GST Registration
- viii. Every page of the tender documents and the enclosed copies of the certificates have been signed with seal.

We hereby agree that in the absence of any of the above documents / information, the offer may be summarily rejected without making any further reference to us.

Date:

Signature with seal

TO BE RETURNED WITH QUOTATION
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*Following proforma should be filled in and duly signed by the firm and sent alongwith the quotation.
(Please refer to the detailed instructions/notes before filling this proforma).*

1. Validity of the offer : _____
2. Approximate Delivery Period : _____
3. (a) Whether rates have been quoted F.O.R. site and covers packing forwarding and insurance charges : YES / NO
(b) If not, please mention the same
4. (a) Whether the prices are inclusive of Sales Tax / VAT & other taxes. : YES / NO
(b) If not, kindly specify the amount / rate
5. If the Sales Tax / VAT is charged extra, declaration for Charging Sales Tax Correctly, attached : YES / NO
6. (a) Whether supply will be made directly or through any Local/ Regional/Authorized Dealer/Stockiest : Directly / Stockiest / Authorized Dealer
(b) If through a Stockiest / Dealer
(i) Name and full address of the Party
(ii) Whether the order to be placed with the : _____ : Principal / Stockiest / Dealer
(iii) Who will raise the bill : _____ : Principal / Stockiest / Dealer
(iv) Cheques will be drawn in favour of : _____ : Principal / Stockiest / Dealer
(v) Whether any Delivery, Packing and Forwarding Charges will be payable to local Stockiest/Dealer : YES / NO
(Please specify the amount/percentage etc.)
7. Our terms of payment (Please indicate your preference By a (✓) mark) Please note that no other payment terms are likely to be accepted.
(a) For Local Firms or if the bills are raised by the Local Dealers.
(i) 100% Payment on bill basis

(b) If the bill are raised by outstation Firms
(i) 100% Payment on bill basis
OR
(iii) D.G.S. & D. Terms of Payment for D.G.S. & D Rate Contract items
8. Whether any Excise Duty is payable on the items. : YES/ NO
If yes, indicate the amount / percentage. : _____%
(Please note that excise duty shall be paid only when it is clearly shown in the invoice separately
9. Whether any installation charges are payable extra. : YES / NO
If yes, amount to be specified : _____
10. Whether any discount for educational institution offered on the printed price list of the manufacturer. : YES / NO
If yes, mention the amount / percentage. : _____%

- 11. Whether the product is on DGS &D/D.I. Rate contract. : YES / NO
If yes, please enclose a photocopy of the same.
- 12. Whether the product bears I.S.I. Mark. : YES / NO
If yes, please mention the I.S.I. License no. :
- 13. (a) Whether the firm is Sales Tax payer. : YES / NO
If yes, please mention the Sales Tax Numbers. :
- (b) Whether the Local Dealer(s) is/are Sales Tax payer(s) : YES / NO
If yes, please mention the Sales Tax numbers of each :
- 14. Whether certificate of Quality Control enclosed : YES / NO
- 15. Whether printed / authenticated price list of the Firm's : YES / NO
Products and Catalogue etc. enclosed.

Signature with Seal

**TO BE RETURNED
ALONGWITH THE OFFER**

CERTIFICATE

WE CERTIFY THAT :

1. We will not sell the product (s) to other institutions, bodies and also in the market on the rates less than the prices quoted by us to the University.
2. I / We certify that there has been no reduction in sale price of the Stores of Description identical to the Government under the contract herein and such stores have not been offered / sold by me / us to any person(s) / Organization(s) including the purchaser or any Department of Central government or any Department of State Government or any statutory undertaking of the Central or State Government as the case may be upto the date of the bill / the date of completion of supplies against all supply orders placed during the currency of the R/C at a price lower than the price charged to the Government under the Contract except for quantity of stores.
3. The goods on which Sales Tax / V.A.T./G.S.T. has been charged are not exempted for payment of Sales Tax / V.A.T./G.S.T. under C.S.T. or G.S.T. Act or U.P.S.T. Act or the rules made there under and the amount mentioned on account of Sales Tax / V.A.T. /G.S.T. on goods is not more than what is payable under the provisions of the relevant Act or Rules made there under.
4. The rate of Excise Duty / Custom Duty mentioned in the quotation is in accordance with the provisions of the rules in all respects and the same is payable to the Excise /Custom Authorities in respect of the stores.
5. The goods / Stores / articles offered under the rate contract shall be of the best quality and workmanship and their supply be strictly in accordance with the technical specifications and particulars as detailed in the quotation and also certificate of quality control system attached.
6. The information furnished by us in the quotation are true and correct to the best of our knowledge and belief. If any information furnished by the undersigned is found to be incorrect, the bid may be rejected.
7. We have read and understood the rules, regulations, terms and conditions of rate contract as applicable from time to time and agree to abide by them.

Authorized Signatory
(Seal)

INVITATION FOR BIDS

Notice Inviting Tender (NIT)

BANARAS HINDU UNIVERSITY
Sir Sunderlal Hospital
INSTITUTE OF MEDICAL SCIENCES
BHU, VARANASI-221005

e-Procurement Notice

Ref : BHU/SSH/Biowaste /2018-19/ePro/02

Date : 06.06.2018

Online tenders are hereby invited in **two cover system** from reputed **manufacturer/ authorized representative of a manufacture/whole sale dealer/importer** for **Rate Contract for Disposal of Bio-Medical and Solid Waste**

Bidders can download complete set of bidding documents from e- procurement Platform

<http://eprocure.gov.in/eprocure/app> from **14-06-2018** onwards. Bidders need to submit the bids online for the interested items by uploading all the required documents through <http://eprocure.gov.in/eprocure/app>.

Last Date/ Time for receipt of bids through e-procurement is: 10.08.2018 upto 05:00PM. (Server time). Late bids shall not be accepted.

For further details regarding Tender Notification & Specifications please visit website: <http://eprocure.gov.in/eprocure/app> and www.bhu.ac.in.

CRITICAL DATE SHEET

Published Date	14-06-2018 (05:00 PM)
Bid Document Download Start Date	14-06-2018 (05:00 PM)
Clarification Start Date	14-06-2018 (05:00 PM)
Clarification End Date	21-06-2018 (05:00 PM)
Pre bid meeting	26-06-2018 (03:00 PM)
Bid Submission Start Date	04-07-2018 (05:00 PM)
Bid Document Download End Date	10.08.2018 (05:00 PM)
Bid Submission End Date	10.08.2018 (05:00 PM)
Bid Opening Date	13.08.2018 (03:00 PM)

sd/-

(Medical Superintendent)