



Office of the Principal  
North Bengal Dental College & Hospital  
Sushrutanagar, Dist- Darjeeling, Pin- 734012  
Email : [principalnbdch2012@gmail.com](mailto:principalnbdch2012@gmail.com)



Memo No. 1082 /NBDC&H

Date. 10/08/2023

NOTICE INVITING e-TENDER FOR THE "SUPPLY OF DENTAL / MEDICAL & ALLIED SCIENCE PRINT JOURNALS FOR CENTRAL LIBRARY", NORTH BENGAL DENTAL COLLEGE & HOSPITAL, SUSHRUTA NAGAR, DARJEELING, WEST BENGAL.

**The total tender value Rs. 10,00,000/- (Rupees Ten lakhs Only)**

Principal, North Bengal Dental College, Sushrutanagar, Darjeeling invites bids through e-Tender in two bid system (Technical & Financial) on behalf of the Department of Health & F.W, Govt. of West Bengal for obtaining the rate as per annexed list of **PRINT JOURNAL** from bonafide publishers / authorized venders / authorized distributors. Necessary earnest money is to submitted for participation in the tender through the process as may be followed as per memorandum of the finance department audit branch bearing memo no - 3975-FY, dated 28-07-2016 (GRIPS):-

Sl no.	Name of Product	Quantity	EMD
01.	Dental / Medical & Allied Science	To be declared latter	Rs. 20,000/- (Twenty thousand only)

Sl no.	Name of the work	Target date of completion of supply
01.	Supply of current & back volume of Dental/Medical Allied Science print journals for Central Library North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling, West Bengal.	60 days from the of final work order

Principal  
North Bengal Dental College & Hospital  
Sushrutanagar, Darjeeling.

Memo No. 1082/1(22) NBDC&H

North Bengal Dental College & Hospital  
Sushrutanagar-734012  
Date. 10/08/2023

**Copy forwarded for information to :-**

- 1) The DME, West Bengal, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata-700091.
- 2) The DHS, West Bengal, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata-700091.
- 3) The Joint DHS, SPRC (PP Cell), West Bengal, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata-700091.
- 4) The District Magistrate, Darjeeling (with the request to display on notice board for wide circulation).
- 5) The S.D.O., Siliguri, (with the request to display on notice board for wide circulation).
- 6) The A.E.O., SMP, Siliguri (with the request to display on notice board for wide circulation).
- 7) The C.M.O.H., Darjeeling.
- 8) The In-charge, I.T Cell, Swasthya Bhawan, Kolkata with a request to publish on the departmental website of [www.wbhealth.gov.in](http://www.wbhealth.gov.in)
- 9) The BDO, Matigara, Siliguri for display in Notice Board.
- 10) The Post Master, Sushrutanagar for display in Notice Board.
- 11) The Superintendent, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling
- 12) The Accounts Officer, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 13) The Treasury Officer, Siliguri, Siliguri-I Treasury.
- 14) The Head Clerk, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 15) Librarian, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 16) The Technical Officer, SPR (PP Cell), West Bengal, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kolkata-91.
- 17) Store, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 18) Notice Board, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.
- 19) All India Publishers & E-JOURNAL sellers association.
- 20) The Publishers & association of Bengal, 93 M.G Road, with request to supply the enclosed PRINT JOURNAL list to the agents.
- 21) The Publishers & E-JOURNAL sellers guild, to be Jhamapukur lane, Kolkata-9, with request to supply the enclosed PRINT JOURNALS list to the agents.
- 22) Guard File, North Bengal Dental College & Hospital, Sushrutanagar, Darjeeling.

Principal  
North Bengal Dental College & Hospital  
Sushrutanagar, Darjeeling.  
Principal  
North Bengal Dental College & Hospital  
Sushrutanagar-734012



## LIST OF IMPORTANT DATES OF BIDS



1. **Name of work** : Supply of current & back volume journals of Dental/Medical Allied Science for North Bengal Dental College Central Library.
2. **Time of Completion** : 60 days from the date of issue of work order.
3. **Date of issue of Notice Inviting Bid** : 10/08/2023
4. The total Bid Document can be downloaded from the e-procurement portal [www.wbtenders.gov.in](http://www.wbtenders.gov.in) from 10/08/2023, after publication.
5. **Time and Date of Pre-Bid Meeting/Enquiry** : 11/08/2023 at the Office of the Principal, at 02-00 pm.
6. **Bid uploading start Date** : 11/08/2023 at 05-00 pm onwards.
7. **Last Date for Submission of Bid (s)** : 24/08/2023 at 12-00 hours. (As per server clock).
8. **Time and Date for opening Technical Bid / Bids** : 25/08/2023 (12.30 hours onwards).
9. **Time, Date and Place of opening Financial Bids** : To be declared later.
10. **Validity of the Bid** : 120 (one twenty) Days from the last date of bid Submission.
11. **Contact Details** : 0353-2585300, 9434462195  
E-mail: [principalnbdch2012@gmail.com](mailto:principalnbdch2012@gmail.com)



## NOTICE INVITING e-TENDER



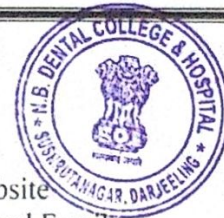
Sealed e-Tenders are invited on behalf of department of Health & Family welfare, Govt. of West Bengal. For the following work: -

1)	Name of work	SUPPLY OF PRINT JOURNALS (CURRENT & BACK VOLUME) OF DENTAL / MEDICAL & ALLIED SCIENCE FOR NORTH BENGAL DENTAL COLLEGE CENTRAL LIBRARY
2)	Location to supply	North Bengal Dental College central library Sushrutanagar, Dist- Darjeeling, Pin- 734012
3)	Time of Completion of work order	60 (Sixty) days from the date of issue of work order.
4)	Contract Validity	Normally be 1(One) Year for the date of acceptance of tender.
5)	Approx. Tender/Tender Value	<b>Rs. 10,00,000/- (Rupees Ten lakhs Only)</b> inclusive GST & other Taxes, installation fees, if any.
6)	Availability of Bid Documents	Bid documents will be available w.e.f 10/08/2023 from the e-procurement portal <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> after floating the e-Tender.
7)	Site Visit	Bidders are advised to visit the site before submission of bid.
8)	Pre-Bid Meeting/Enquiry:	11/08/2023 at the Office of the Principal, at 02-00 pm.
9)	Bid uploading Start Date	11/08/2023 (5 P.M onwards)
10)	Last date of Submission of bid	Bidding documents, signed with date by authorized person of the bidder, must be submitted online on or <b>24/08/2023</b> at 12-00 hours. (As per server clock).
11)	Procedure for submission of bid	Bidders are requested to submit their Tenders through e-procurement portal <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> If required, the bidders may be requested to submit the hard/original copy of the technical bid at the time of verification of the documents. Tender document also be available from <a href="http://www.wbhealth.gov.in">www.wbhealth.gov.in</a> & <a href="http://www.nbdch.in">www.nbdch.in</a>
12)	Date, time and venue of opening of Technical Bid	25/08/2023 (12.30 hours onwards) at the office of the Principal.
13)	Date and Time of Opening of Financial Bid	Date and time of opening of Financial Bids will be intimated later to the technically qualified bidder(s).
14)	Validity of the bid	120 (one hundred twenty) days from the date of submission of e-Tender.

**NOTE:** Other details can be seen in the bidding document. This office reserves to itself the right to reject any or all the Tenders received without assigning any reason thereof.



## CONTENTS:



### General Instruction: -

In the event of e-filling, intending bidder may download the tender documents free of cost from the website <https://www.wbtenders.gov.in> directly with the help of digital signature certificate or from the Health and Family Welfare Department's website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) and <https://www.nbdch.in> and necessary earnest money may be remitted to the **Accounts Officer, North Bengal Dental College & Hospital, Sushrutanagar** through the process as indicated in the memorandum of Finance department audit branch bearing memo no. 3975-F(Y) dated:28.07.2016 (GRIPS) in favour of **Accounts Officer, North Bengal Dental College & Hospital** and also to be documented through e-filling in the website <https://wbtenders.gov.in> only.

### Submission of bids: -

Both technical bid and Financial bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in> all paper is must be submitted in English language only.

### Submission of tender: -

The tender is to be submitted in at to bid system.

- Technical Bid
- Financial Bid

### Cover/Bid "A": -

#### **Part – I**

One folder for earnest money deposit with copy of the pay receipt should be uploaded. If applicable bidders should upload proof of document for claiming EMD exemption.

(Single file multiple pages to be scanned.)

Essential requirements of the tendering agencies for participation shall contain all papers related to the essential requirements of the tenderer for participation in the tender viz: -

#### **Part-II**

NON-STATUTORY/MY DOCUMENTS containing the following documents: -

The technical bid must accompany the following documents: -

- Self-attested Legible color **Scane** copy from original document of valid membership certificate of any recognized publisher's association.
- Copy of verified income tax return for last three years financial year ( FY 2019-20, 2020-21, 2021-22).
- Self-attested Legible color **Scane** copy from original document of valid PAN card.
- Self-attested Legible color **Scane** copy from original document of valid Trade license.
- Self-attested Legible color Scane copy from original document of 2 Years credential certificate of supplying Journals in reputed organization. **(If Legible photo copy from original document is not produce it will be treated as cancel)**
- The bidder should submit a self-declaration that all Journals will be supplied as specified in tender document within 31<sup>st</sup> mar 2024.
- Self-attested Legible color **Scane** copy from original document of **Last 3(three) years Financial year (2019-20, 2020-21, 2021-22) Profit and Loss Account & Balance sheet. (If Legible photo copy from original document is not produce it will be treated as cancel)**
- The rate quoted at the time of bid submission will only be payable irrespective of prevailing GOC rate.
- **No advance payment will be made from this end before procurement of Journals.**
- Self-attested Legible color **Scane** copy from original document of **Last 3 years financial year (FY 2019-20, 2020-21, 2021-22) of Annual turnover and average annual turnover, certified by the charter accountant. (If Legible photo copy from original document is not produce it will be treated as cancel)**
- Self-attested Legible color **Scane** photo copy from original document of Present Net Worth certified by the charter accountant. **(If Legible photo copy from original document is not produce it will be treated as cancel)**





### **Cover/Bid "B": -**

Price schedule / Bill of quantity (Print copy of BOQ)

Direction to bidders for quoting prices on-line: The on-line bill of quantities (BOQ) will contain all PRINT JOURNAL, please quote MRP, Rate of discount and discounted rate for each items.

### **1) Evaluation of Tender: -**

During the tender evaluation process the Technical "Bid-A" will be opened first. Those tenderers who have qualified the essential and other requirements will be identified and only there "Bid-B" i.e, financial bid will be opened. The "Bid-B" of those tenderers failing to meet the technical and other requirement of participating in the tender will not be opened and be rejected. The tenderer offering the item found suitable and as being as per the tender specifications will only be selected. Clear photo copy of document is to be submitted.

The tenderer who has been so identified to have been technically suitable in context of above, will be deemed to have passed the test essential and requirement of quoted item or items.

The "Bid-B" (Financial bids) of only those bidders passing the essential and other requirement will be opened subject to verification of copies of the audited Balance Sheet and profit & loss accounts of the tenderer for the last three years i.e, for the year 2019-20, 2020-21 and 2021-22 and other essentials. If found suitable in the context of above pre-qualification etc, the tenderer quoting the **highest rate of discount** on printed price, will be considered as successful.

### **2) Cost of Earnest Money: -**

Each bidder has to submit, unless exempted under the existing orders of the West Bengal Government, Earnest money in the Earnest money deposit (EMD). Valid supporting document is to be uploaded if EMD exemption is claimed under rules 47(A) (1) and 47(B) (7) of WBFR, Vol-I, read with Finance Deptt. Notification no 10500-F dated-19.11.2004 and its clarification vide memo no.4245-F(Y) dated- 20.05.2013.

**2.1-** The amount of earnest money Rs. 20,000/- (Twenty thousand only) may be submitted either by Net Banking (any listed bank) through ICICI Bank Payment Gateway or through RTGS/NEFT in favour of the **Accounts Officer, North Bengal Dental College & Hospital** (e-treasury).

**2.2-** The process may be followed as per memorandum of the Finance Department audit branch bearing memo no. 3975-F(Y) dated- 28.07.2016 (GRIPS).

### **3) Login by Bidder: -**

A bidder desirous of taking part in this tender shall login to the e-procurement portal of the Government of West Bengal <https://wbtenders.gov.in> in using his login Id & Password.

He will select the tender to bid and initiate payment of pre-defined EMD / tender fees for that 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 payment gateway.

### **4) Payment procedure: -**

- I. Payment by the Net banking (any enlisted bank) through ICICI bank payment gateway on selection of net banking as the payment mode, the bidder will be directed to ICICI bank payment gateway webpage (along with string containing a unique ID) where he will select the bank through which wants to do the transaction.
- II. Bidder will make the payment after entering his unique ID & 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 amount paid by the bidder will get credited in the respective Pooling account of the State Government /PSU/Autonomous Body/local Body/PRIs, 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.



### **Payment through RTGS/NEFT**

On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan with details to process RTGS/NEFT transaction.

The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

If verification is successful, the fund will get credited to the respective Pooling Account of the State Government /PSU/ Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

Hereafter, the bidder will go to e-Procurement portal for submission of his bid.

VI. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

### **5) Refund / Settlement Process: -**

- I. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to 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 accounts 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 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 the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts 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 financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- IV. If the L1 bidder accepts the LOI 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 by the tender inviting authority.
- V. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-procurement portal –
  - a) EMD of the L1 bidder for tenders of 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 tenders of the State PSUs/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 the GRN no. generated on successful entry in GRIPS with the e-procurement portal for updating.
- VII. Once the EMD of the 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 to the Government revenue receipt Head "0070-60-800-013-27" through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRIs, etc tenders.
- VIII. All refunds will be made mandatorily to the bank A/c from which the payment of EMD & Tender Fees (if any) were initiated.





#### **6) Rate: -**

The price inclusive of all taxes and GOC is to be laid in Indian rupees only, including for foreign items. The PRINT JOURNALS is to be transported in such packaging so that there is no damage to the primary packaging during the transportation process. Rate for all items in the list is to be quoted.

#### **7) Order and Supply: -**

Orders for the supply of the approved product will be placed with the successful tenderers after the execution of the agreements and submission of performance bank guarantee as to be informed with the letter of acceptance and such supply shall have to be made in such JOURNALS as may be fixed or spread over the period to be specified in the supply orders to be made in pursuance of the agreements.

#### **8) Withdrawal / Cancellation and Purchase policy of tendering Authority: -**

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.

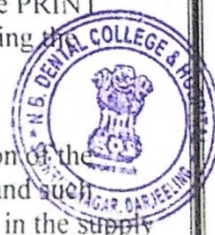
The tendering authority reserve the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason thereof. Withdrawal of tender or any revision after submission of tender by the tenderer will be not allowed. Purchase will, however, be made following the existing purchase policy of the government as provided in the west Bengal financial rules the policy of price preference in particular incorporated under notification 10500-F dated:19.11.2004 should be observed in considering the tenders.

#### **9) Delivery: -**

Delivery of the JOURNALS at the purchaser's premises shall be completed by the supplier in accordance with the terms specified by the purchaser.

#### **10) Terms & Condition: -**

- i. The JOURNALS are to be supplied at the Central library of North Bengal Dental College & Hospital, and doorstep delivery without any extra cost.
- ii. JOURNALS should be supplied within 60 days from the placement of the order.
- iii. All JOURNALS & back volumes as mentioned in the list is to be supplied.
- iv. The payment will be made through e-payment.
- v. Supplier must four copies of challan & bill with JOURNALS supplied. The bill shall be printed price of all supplied JOURNALS minus discount.
- vi. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
- vii. Punitive action will be taken against those who fail to supply of ordered JOURNALS within the stipulated time.
- viii. Number of copies to be ordered will finally be decided by members of library committee and will depend on availability of fund.
- ix. All photo copy of related documents should be Submitted **from original document** with Signature, date and seal.
- x. Bidder will be required to deposit Rs.20,000/- only as EMD.
  - a) The unsuccessful tenderer(s) will receive their earnest money back time. The earnest money will be refunded after deposit of full amount of the security money as B.G for successful tenderer(s).
  - b) The earnest money will be forfeited if the tenderer(s) withdraw(s) the tender after opening of bids.
- xi. Documents required for technical bids are mentioned in specimen from of technical bid.
- xii. Rates to be quoted as mentioned in Financial bid (BOQ) from.
  - a) The deliveries of ordered items as per the accepted samples, if any have to be made within the stipulated time. Any delay will attract a penalty @0.5% of the total order amount for each day of delay upto 15 days.
  - b) The Security deposit of the successful selected tenderer may be forfeited for failure to supply of ordered PRINT JOURNAL within specified time and/or, for supplying unsatisfactory articles in quantity and quality.
  - c) The order will stand automatically cancelled after a delay equivalent to double the stipulated period.
  - d) Penalty will be recovered from the outstanding bill if any, L1 bidder fails to supply the required item within the stipulated date & time. The purchasing authority may procure such item(s) from the L2 bidder (negotiable rates)/L2 (in the same rate) / from the market or by any such process so as not to hamper the program concerned.
  - e) Before imposing any penalty as per the above clause, the concerned supplier will be given opportunity to give his reach but decision of the Principal, North Bengal Dental College & Hospital, Sushrutanagar will be final.
  - f) Chronic late suppliers will invite negative preference in subsequent participation in next tender process of the establishment.
- xiii. Validity of tender will normally be 1 year from the date of acceptance of tender.





- xiv. Quantity will be as per requirement. Authority has no obligation to purchase all the items mentioned in tender.
- xv. Purchase will, however, be made following the existing purchase policy of the government of west Bengal and its amendment(s) made from time to time. The purchase policy of the state government as provided west Bengal Financial rules, The policy of the price preference in particular incorporate under notification no.10500-F date:19.11.2004 should be observed in considering the tenders and 5400-F date:25.06.2012 and GO no.2320-F(Y) dated:07.06.2022 in case of tie L1 bidder.
- xvi. In case any damage of item/items, the loss is to be borne by the selected agency only. The purchasing authority will not be responsible if any damage happens before supply/received of the items or submission of false/misleading/fraudulent documents or made incorrect declarations. The penal measure will also include forfeiture of EMD, and /or performance B.G not be waived.
- xvii. The Earnest money may kept in custody of the authority as a part of security deposit of the successful bidder(s) and will be released after expiry of tender period if bidder expresses in written.
- xviii. No interest will be payable on the EMD.
- xix. In case if it is found that two or more bidder have quoted same rate, the lowest bidder (i.e, L1 is more than two) will be decided government norms G.O no.2320-F(Y) dated:07/06/2022.
- xx. **No advance payment will be made before the procurement of items.**
- xxi. All terms and conditions as mentioned above will have to be accepted by the tenders.
- xxii. Time lines for downloading and submission of e-tender along with other date lines has been noted below.
- xxiii. Mention page number in check list in which page documents are given.
- xxiv. Quantity of items are subject to the programme requirement. Tender should be addressed to the Principal, North Bengal Dental College & Hospital, Sushrutanagar.
- A) Bidders may download tender inquiry documents from the website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) or [www.wbtenders.gov.in](http://www.wbtenders.gov.in)
- B) Any subsequent notice regarding this tender shall be uploaded in above website only.  
Bidder will have to present original requisite documents in support of uploaded documents for verification, if asked for.

#### **11) Penalty Clauses: -**

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

If during the tender process or at any stage during the validity of the tender period, it is found that a tenderer(s) has form a cartel in what so ever 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 measure shall also be initiated against those tenderer(s) who have submitted false/misleading/fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money/forfeiture Bank Guarantee/ Security Deposit and other as to be decided by the authority.

**If any bidder disclose their quotation rate by any means the institution has right to cancel the entire NIT and black listed those bidder for next tender process.**

**One bidder can apply only one time in this NIT process, if any bidder applied more than one time in this tender process the institution has the right the rejection of that particular bidder.**

#### **12) Appeal: -**

Appeal against the decision of the Principal, North Bengal Dental College & Hospital, Sushrutanagar to impose such a penalty will lie with tender selection committee (TSC). Review against the decision of the T.S.C will lie with Health and Family Welfare Department, of the WB.

The special secretary/secretary/ Principal Secretary will be the authority within the department of Health and Family Welfare Department, of the WB. Before imposing any penalty the concern supply may appeal to the authority citing the proper reasons for non-imposing the penalty as stated.

#### **13) Agreement: -**

On a tender being accepted intimation of acceptance will be forwarded to the tenderer by Principal, North Bengal Dental College & Hospital, Sushrutanagar. After communication of the same the tenderer and the selected distributor (In the event of distributors to receive order and payment in his name) will have to execute agreement in the prescribe from with the Principal, North Bengal Dental College & Hospital, Sushrutanagar on non Judicial stamp paper Rs.100/- the cost of which will be borne by the tenderer. This present document and the tender forms filled in by the tenderer or copies thereof in so far as they are not inconsistence with these terms and conditions will be incorporated as part of the agreement. Such agreement will be binding on the tenderer and distributor.





#### **14) Validity Period of Agreement: -**

The contract period will be for a period 365 days from the date of finalization of tender which may be extended as per the need of the institution.

#### **15) Performance Bank Guarantee:-**

The performance bank guarantee shall be mandatory for all suppliers and will not be waived in any case. The successful tenderers shall be required to furnish the 'performance bank guarantee' @ 5% of base rate for which the tenderer has been selected as supplier.

#### **16) Payment terms: -**

- A) Payment will be made through e payment system through ECS/RECS/RTGS after execution of due supply as ordered subject to submission of performance bank guarantee.
- B) Supply of the materials as per specification as provided in the tender documents and the catalogue.
- C) Supply of the materials within the supplied period as specified in the work orders.
- D) On being selected, the successful vendors will have to submit one application to Principal, North Bengal Dental College & Hospital, Sushrutanagar. And concerned procuring authorities, stating the name of the payee/recipient, bank account no with MICR code, IFSC of the payee/recipient in prescribed format for making e payment.
- E) No manual payment is allowed.

PRINCIPAL, NORTH BENGAL DENTAL COLLEGE & HOSPITAL, SUSHRUTANAGAR RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE INCASE OF ANY EXIGENCIES AFTER PUTTING UP A NOTICE IN THE DEPARTMENTAL WEBSITE AND PRINCIPAL, NORTH BENGAL DENTAL COLLEGE & HOSPITAL WEBSITE.

The document containing the specification, quantity of items and the eligibility criteria of the applicants it may be obtained from the web site [www.wbhealth.gov.in](http://www.wbhealth.gov.in) under the option TENDER & <https://wbtenders.gov.in>

The tender documents in this regard will also be made available in the departmental website- [www.wbhealth.gov.in](http://www.wbhealth.gov.in) (under the TENDER selection link) and <https://wbtenders.gov.in>

No objection in this respect will be entertained raised by any bidder who will present during opening of bid, or from any bidder who will absent at the time of opening of financial bid. No informal tenderer will be entertained in the bid further.

During the security, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not allow to participate in the tender and that application will be out rightly rejected without any prejudice.

A HELP DESK is set up at Principal, North Bengal Dental College & Hospital, Sushrutanagar to help and guide the prospective bidders. Prospective bidders may contact personally or above phone- 0353-2585300 prospective bidders must take training from authorized agencies before submission of their bids. **The tender selection committee reserves the right to cancel the N.I.Q due to unavoidable circumstances and no claim in this respect will be entertained.**



Annexure-I

Application format



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

To  
The Principal  
North Bengal Dental College & Hospital  
Sushrutanagar, Darjeeling, 734012.

**Sub: NIQ (E-Tender) for supply of PRINT JOURNALS (Current & Back Volume)**

Ref:-

Having examined the pre-qualification and other documents publish in the NIQ I/we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me / asked on behalf of ..... in the capacity..... Duly authorized to submit the offered. The authorization letter from the Company / Agency is attached.
2. We accept the terms and condition laid down in NIT mentioned above and declare that we shall abide by it through the tender period.
3. We are offering rate for the concern item / items and assured to supply to the Principal, North Bengal Dental College & Hospital, Sushrutanagar.
4. In event of being selected I will make the supply within the stipulated period excepting the condition which is beyond our control.
5. We understand that tender selection committee of Principal, North Bengal Dental College & Hospital, Sushrutanagar can amend the scope and value of the contract bid under this project.

Tender selection committee Principal, North Bengal Dental College & Hospital, Sushrutanagar reserves the right to reject any application without assigning any reason.

Date: \_\_\_\_\_

Signature of Applicant including title and  
Capacity in which application is made

Mobile no. \_\_\_\_\_



Annexure-II

AFFIDAVIT



*(To be furnished in non-judicial stamp paper of appropriate value duly notarized in respect of this particular NIT..... with name of works)*

1. I, the undersigned do certify that all the statements made in the attached documents are true are correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection claimed will be raised by the undersigned.
2. The undersigned also here by certifies that neither our firm M/S..... nor any of constituent partner had been debarred to participate in tender by the department during the last 5 years prior to the date of NIT.
3. The undersigned would authorize and request any bank, Person, Firm, or Corporation to furnish pertinent information as deemed necessary and / or as requested by the department to verify this statement.
4. The undersigned understand that further qualifying information may be requested and agrees to furnish any such information at the request of the department.
5. Certified that I have applied in the tender in the capacity of individual / as a partner of a Firm or Owner and I have not applied severally for the same tender.
6. I, the undersigned do certify that I never black listed by any Govt. authority / Govt. undertaking at any time.
7. I, the undersigned do certify that The Firm or employees not convicted in or have pending any court any Vigilance matter.
8. I, the undersigned do certify that no litigation against the firm or its proprietors or its PRINCIPAL.
9. I, the undersigned do certify that all Journals will be supplied as specified in the tender document within 31<sup>st</sup> mar.2024

Signed with date by an authorized officer  
of the firm Title of the Officer

Name of Firm with seal



**Annexure-III**

**CHECK-LIST FOR PRE-QUALIFICATION BID FOR SUPPLYING DENTAL E-JOURNAL AT  
NORTH BENGAL DENTAL COLLEGE & HOSPITAL.**



1)	Name of the bidder (In block letter)		Documents Page no.
2)	Full address	Address:	
		E-Mail:	
		Telephone no / Mobile No.	
3)	Local address, if any		
4)	Proof of earnest money deposit		
5)	Are you exempted from EMD (Yes / No)		
6)	Legal entity of the bidder whether Firm / Society / Company / Other entity		
7)	Registration no and authority with whom registered		
8)	License no. & Nature of Trade		
	Valid membership of any recognized Publishers' Association		
	PAN no. / TAN no.		
	Valid trade license		
	Bid documents to be signed with date and seal in every pages		
9)	IT returns (Financial Year Last three years) FY- 2020-21, 2021-22, 2022-23		
	Profit & Loss Account (Financial Year Last three years) FY- 2020-21, 2021-22, 2022-23		
	Balance Sheet (Financial Year Last three years) FY- 2020-21, 2021-22, 2022-23		
	Registration no. of service tax, if any		
10)	At least last three years (3) annual turnover and average three years (3) annual turn over		
11)	Present Net worth of the Firm certified by the C.A		
12)	No conviction certificate in the form of an Affidavit as per Annexure-II		
13)	2 Years credential certificate of supplying JOURNALS in reputed organization. (Yes / No)		
It is the responsibilities of the bidder to go through all the TE documents to full fill all the necessities beyond this.			
I have gone through the eligibility criteria participating in the tender and certify that all the conditions have been fulfilled.			

**Certified that the above information is correct and true to the best of my knowledge and belief. Nothing has been concealed, false and fabricated and incase of information found incorrect letter on, I the under signatory will be personally responsible for the same.**

Date:

Full Signature with date of the bidder / Authorized person & Seal



**NB: Before bidding go through all NIT**

**Annexure-IV**

(ON A STAMP PAPER of Rs.100/-)  
After bidder selection



**FORM OF AGREEMENT**

THIS AGREEMENT is made on the \_\_\_\_\_ day \_\_\_\_\_ (Month) \_\_\_\_\_ (Year) between the \_\_\_\_\_  
(Name and address of the Department) (Hereinafter called "the Department" which expression shall, unless excluded by or repugnant  
to the context be deemed to include his successors in office and assigns) of the one part AND \_\_\_\_\_  
(Name and address of the contractor (supplier) through Shri \_\_\_\_\_,  
Authorized representative (here in after called "the bonafide publishers / authorized venders / authorized distributors" which  
expression shall, unless excluded by or repugnant to the context, be deemed to include his successors, heirs, executors, administrators,  
representatives and assigns) of the other part for SUPPLY OF DENTAL / MEDICAL & ALLIED SCIENCE PRINT JOURNALS  
no \_\_\_\_\_ (No. And date of the letter of acceptance) to  
the \_\_\_\_\_ (Name of the Department).

**NOW THIS AGREEMENT WITNESSED AS FOLLOWS: -**

- 1) In this Agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms and Conditions of contract hereinafter referred to.
- 2) The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz:
  - a) Letter of acceptance of award of contract;
  - b) Terms and Conditions;
  - c) Notice inviting Quotation;
  - d) Bill of Quantities;
  - e) Scope of work;
  - f) Addendums, if any; and
  - g) Any other documents forming part of the contract.
- 3) In consideration of the payments to be made by the Department to the bonafide publishers / authorized venders / authorized distributors as hereinafter mentioned, the bonafide publishers / authorized venders / authorized distributors hereby covenants with the Department for SUPPLY OF DENTAL / MEDICAL & ALLIED SCIENCE PRINT JOURNALS w.e.f \_\_\_\_\_  
As per the provisions of this Agreement and the quotation document.
- 4) The Department hereby covenants to pay the bonafide publishers / authorized venders / authorized distributors in consideration of the execution and completion of the works/services as per this Agreement and quotation document, the contract price of ₹ \_\_\_\_\_ (Rupees in words) \_\_\_\_\_
- 5) Being the sum stated in the letter of acceptance subject to such additions there to or deductions there from as may be made under the provisions of the contract at the times in manner prescribed by the contract.

IN WITNESS WHERE OF the parties here to have signed the Agreement the day and the year first above written.

For and on behalf of the Contractor (supplier)

For and on behalf of the Department

Signature of the authorized official

Signature of the authorized Officer

Name of the official

Name of the Officer

Stamp/Seal of the Contractor (supplier)

Stamp/Seal of the Employer

By the said

By the said

Name:

Name:

On behalf of the Contractor (supplier) in

on behalf of the Employer in

The presence of:

the presence of:

Witness \_\_\_\_\_

Witness \_\_\_\_\_

Name

Name

Address

Address

Telephone No:

Telephone No:





**LIST OF DENTAL PRINT JOURNALS**  
(RATE OF SHOULD BE QUOTED FOR LATEST EDITION)

Sl. No.	Name of the Journal	Publisher Name	Year
1)	ATLAS OF THE ORAL AND MAXILLOFACIAL SURGERY CLINICS OF NORTH AMERICA	ELSEVIER	2022
2)	ATLAS OF THE ORAL AND MAXILLOFACIAL SURGERY CLINICS OF NORTH AMERICA	ELSEVIER	2023
3)	INTERNATIONAL JOURNAL OF CLINICAL PEDIATRIC DENTISTRY	JAYPEE BROTHERS MEDICAL PUBLISHERS	2021
4)	INTERNATIONAL JOURNAL OF CLINICAL PEDIATRIC DENTISTRY	JAYPEE BROTHERS MEDICAL PUBLISHERS	2022
5)	INTERNATIONAL JOURNAL OF CLINICAL PEDIATRIC DENTISTRY	JAYPEE BROTHERS MEDICAL PUBLISHERS	2023
6)	JOURNAL OF CLINICAL ORTHODONTICS	JOURNAL OF CLINICAL ORTHODONTICS	2022
7)	JOURNAL OF CLINICAL ORTHODONTICS	JOURNAL OF CLINICAL ORTHODONTICS	2023
8)	JOURNAL OF CLINICAL PERIODONTOLOGY	JOHN WILEY AND SONS	2023
9)	JOURNAL OF ENDODONTICS	ELSEVIER	2022
10)	JOURNAL OF ENDODONTICS	ELSEVIER	2023
11)	JOURNAL OF MAXILLOFACIAL & ORAL SURGERY	SPRINGER	2022
12)	JOURNAL OF MAXILLOFACIAL & ORAL SURGERY	SPRINGER	2023
13)	JOURNAL OF ORAL AND MAXILLOFACIAL PATHOLOGY	MEDKNOW PUBLICATION	2022
14)	JOURNAL OF ORAL AND MAXILLOFACIAL PATHOLOGY	MEDKNOW PUBLICATION	2023
15)	JOURNAL OF ORAL MEDICINE AND MAXILLOFACIAL PATHOLOGY	READ AND RESEARCH PUBLICATION	2023
16)	JOURNAL OF PROSTHETIC DENTISTRY	ELSEVIER	2023
17)	JOURNAL OF PUBLIC HEALTH DENTISTRY	JOHN WILEY AND SONS	2022
18)	JOURNAL OF PUBLIC HEALTH DENTISTRY	JOHN WILEY AND SONS	2023
19)	ORAL SURGERY, ORAL MEDICINE, ORAL PATHOLOGY AND ORAL RADIOLOGY	ELSEVIER	2023
20)	INTERNATIONAL JOURNAL OF ORAL AND MAXILLOFACIAL SURGERY	ELSEVIER	2023
21)	INTERNATIONAL JOURNAL OF ESTHETIC DENTISTRY	QUINTESENCE	2023
22)	BRITISH JOURNAL OF ORAL AND MAXILLOFACIAL SURGERY	ELSEVIER	2023
23)	BRITISH JOURNAL OF ORTHODONTICS	SAGE	2023
24)	INTERNATIONAL JOURNAL OF PROSTHODONTICS	QUINTESENCE	2023

Principal  
North Bengal Dental College & Hospital  
Sushrutanagar, Darjeeling.  
Principal  
North Bengal Dental College & Hospital  
Sushrutanagar-734012

Signature, Date of bidder with Seal, Mobile no. & E-mail address