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Limited**
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**BID DOCUMENT FOR RATE CONTRACT AND SUPPLY OF SANITARY
NAPKINS FOR THE STATE OF BIHAR FOR THE YEAR 2019-2021**

(Tender Reference No.: BMSIC/SANITARY NAPKINS/19-01)



Bihar Medical Services and Infrastructure Corporation Limited (BMSICL)
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BIHAR MEDICAL SERVICES AND INFRASTRUCTURE CORPORATION LIMITED

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BID DOCUMENT FOR RATE CONTRACT & SUPPLY OF SANITARY NAPKINS FOR THE STATE OF BIHAR FOR THE YEAR 2019-2021

1. INTRODUCTION

Managing Director, Bihar Medical Services and Infrastructure Corporation Limited (Government of Bihar), (hereinafter referred as Tender Inviting Authority) invites Tender for the supply of Sanitary Napkins for the state of Bihar. This tender is an e-tender and only online bid submission is permissible.

2. TENDERING SYSTEM

The Bids are to be submitted in two Parts i.e.

I. Technical Bid

II. Financial Bid / Price Bid

The TECHNICAL BID shall contain the complete technical details of the firm and the documents to provide the eligibility and competency of the bidder and shall be submitted essentially online in the manner prescribed hereunder.

The documents like Tender fee and requisite EMD shall be submitted on or before the specified date and time at the office of BMSICL super scribed, "Tender Fee & Earnest Money Deposit for Tender Reference No. **BMSIC/SANITARY NAPKINS/19-01 dated 31/12/2019**. However hard copy of uploaded technical bid must also be submitted by the bidder firm along with the mandatory tender fee and requisite EMD. This hard copy shall in no case substitute/modify the provisions of e-tendering system.

- a) The financial bid/Price bid in the prescribed format shall be submitted online only. **The price shall be quoted on basic units (Viz. per piece of Sanitary napkin) mentioned in Financial Bid / Price Bid format and not in respect of any other supply units.**
- b) The Tender has been called for in the generic names of Sanitary Napkins. The bidders should quote the rates for the product in generic names. The products offered shall comply with the tender specifications given in **Annexure-VII**. The supplier will have to print the Generic Name of the Sanitary Napkins in more conspicuous manner than Trade Name, if any.
- c) Rates as per Financial Bid Sheet should be quoted for each Sanitary Napkin "on door delivery basis" in the format given in price bid. Conditional bid shall not be accepted. **The delivery point shall be the different ware houses of BMSICL across the state of Bihar.**

- d) The price quoted by the bidders must not exceed the ceiling price as fixed by **NPPA (National Pharmaceutical Pricing Authority)** as per the provisions of “Drugs Price Control Order” and the quoted rate should be at least 20% less than its MRP, where ever applicable. In extraordinary case the Managing Director has discretion to take decision.

Explanation- In order to ensure procurement of the tendered products at the most appropriate and competitive rate, the bidders are directed to quote their lowest price as compared to the Rates provided to their respective Distributors/Dealers/Wholesalers/Carrying and Forwarding Agents/Authorized depot sales point in the State of Bihar. A Notarized affidavit to this effect on a Rs 100/- Non-Judicial Stamp Paper should be submitted with the Bid.”

- e) The bidder shall allow inspection of the factory(manufacturer)/warehouse (importer) at any time by an Expert/Official or by a team of Experts/Officials of the Tender Inviting Authority. The bidder shall extend all assistance and cooperation to the team to enable to inspect the manufacturing unit/warehouse and the quality control measures adopted there.

3 Minimum Eligibility Criteria (TECHNICAL BID) (TECHNICAL BID -COVER “A”)

Bidders should meet the following criteria to be eligible for bidding and relevant papers/documents must be submitted by them in their technical bid in support of their eligibility for the tender.

- a) Tender Fee (Non –Refundable) of Rs 10,000/- in form of Demand Draft drawn in Favor of **“Managing Director, Bihar Medical Services and Infrastructure Corporation Limited”** payable at Patna. This fee is payable only once for one tender irrespective of items contained therein.
- b) A bidder is required to submit Earnest Money Deposit in the form of Demand Draft/ Bank Guarantee of **Rs. 5,00,000/- (Rupees Five Lakh)** drawn in favor of Managing Director, Bihar Medical Services and Infrastructure Corporation Limited from any Scheduled/Nationalized bank payable at Patna.
- c) Documentary evidence of the constitution of the company/firm/ Proprietorship such as Memorandum and Articles of Association, Partnership Deed etc. should be submitted with details of the Name, Address, Telephone Number, Fax Number, e-mail address of the firm and of the Managing Director / Partners / Proprietor should be submitted.
- d) The details of Bidder Name, Address, Telephone Number, Fax Number, e-mail address of the bidder and of the Managing Director / Partners / Proprietor should be submitted in **Annexure-V**.

- e) Power of Attorney or Resolution of the Board by which the authorized signatory has been authorized by the bidder firm to sign the documents should be submitted.

f) Bidders must have: -

- Minimum three years old valid Manufacturing License/Industries License of the product quoted with latest license renewal certificate.
- Approved product list as per the license issued for quoted item for minimum three years.
- Manufacturing License/Industries License along with approved product list must be valid till the last date of the submission of tender.
- Manufacturer must have 3 years' experience in supplying the sanitary napkin to any Central Government / any Central Government agency/any state government or any of the state government agency / PSU.
- Valid Pollution Control Clearance Certificate in accordance with Water [Prevention and control of Pollution] Act, 1974 & Air [Prevention and control of Pollution] Act, 1981 and Hazardous Wastes (Management, Handling & Trans Boundary Movement) Rules 2008 (Self Attested Copy of Certificate to be enclosed).
- **The firm should comply with the provision contained in the Gazette notification SO No. 1357 (E) issued by Ministry of Environment, Forest and Climate Change notification dated 8th April, 2016.**
- Bidders shall submit self-attested copies of required manufacturing license/Industries License and approved product list in support of above-mentioned condition and they are required to specify the quoted product in their approved product list by highlighting it.

g) In case of Importer, the bidder (importer) firm must have minimum three years old valid import License of the quoted product. All Quoted products should be accompanied by their invoices, statement and import License showing that the quoted product is being imported and sold in India by the bidder (Importer) firm minimum for Last three years. Import license must be valid on the last date of submission of tender.

h) The Sanitary Napkin must be meet the technical specification as per **Annexure VII.**

i) Self declaration of Non- Conviction should be submitted as per **Annexure- VIII.**

j) Self declaration of Performance Statement for last three should be submitted as per **Annexure- IX.**

k) Self declaration of Production Capacity Statement should be submitted as per **Annexure-X.**

- l)** Copy of the audited balance sheet and Profit and loss statement showing details of their annual average turnover not less than **5 (Five) Crores** for any three of the last four consecutive financial years (auditor/CA certificate of turnover will not be accepted. Self-attested copies are to be submitted).
- m)** Copy of Income Tax Return for any three of last four consecutive Assessment years should be submitted (self-attested).
- n)** The tenderer should give an affidavit as per **Annexure-II** sworn before first class magistrate / Notary stating that the firm & its quoted product is not black listed/debarred currently (as on the date of submission of the tender) by the Central Government / any Central Government agency/any state government or any of the state government agency / or any drug/non drug/PSU or by BMSICL.
- o)** Duly signed list of items quoted in prescribed format as per **Annexure-III**.
- p)** Copy of PAN Card of the bidder company should be submitted (self-attested).
- q)** Copy of certificate of valid GST registration of the bidder company should be submitted (self-attested).

Note: -

- (i) **Technical evaluation of the Bid will be done on the basis of the abovementioned criteria and documents mentioned at S.N. 3 (TECHNICAL BID- COVER 'A') in Mandatory Documents Link present in the web portal of the www.eproc.bihar.gov.in. Failing which the bid will not be considered for technical evaluation.**
- (ii) **Hard copy of tender documents uploaded shall be submitted along with the tender fee and EMD as on or before the last day of submission of tender for purely evaluation purposes. However the submission of hard copy of uploaded tender document submitted does not substitute/modify the provisions of e-tendering system.**
- (iii) **The technical evaluation shall be done only on the basis of documents/papers submitted by the bidder on www.eproc.bihar.gov.in**

4. FINANCIAL BID / PRICE BID

- a) The Financial Bid / Price Bid will contain only the "Price Bid Form" and every bidder shall submit their rates in the prescribed format as attached to the Bid document. The price bid submitted in any other format will be treated as non-responsive.
- b) The bidder shall quote prices in all necessary fields in the available format. All blue areas of financial bid excel sheet shall be filled by the bidder. The white areas of financial bid sheet shall not be modified/ edited by the bidder. The bidder shall not rename the price bid files.
- c) The rate quoted shall be per unit i.e. price per piece inclusive of all taxes (except GST) & duties including insurance, freight, handling charges at various heads etc. applicable at the time of bidding. It is clarified that in case of any change in the tax/duty rates the same may apply from time to time.

5. GENERAL CONDITIONS

- a) Tender bid is invited directly from Manufacturers or Direct Importers or Manufacturers as well as direct importers only. Distributors/agents/loan licensees/contract manufacturers are not eligible to participate in the tender.
- b) A pre-bid meeting will be held on **15th January 2020 at 14:30 Hrs.** at **4th floor State Building Construction Corporation Limited, Hospital Road, Shastri Nagar, Patna 800023.**
- c) At any time prior to the last date of submission of tender, Tender Inviting Authority may, for any reason, whether at their initiative or in response to a clarification requested by a prospective bidder, can modify/clarify the conditions of this tender document by an amendment duly published through a corrigendum on the official website of BMSICL i.e. www.bmsicl.gov.in as well as the web site www.eproc.bihar.gov.in.
- d) The details of the required Sanitary Napkin are shown in **Annexure-I. *The quantity mentioned therein is tentative and may vary*** depending on the actual requirement during the rate contract period.
- e) Sanitary Napkin manufactures located in Bihar will be guided by New Industrial Policy 2016 adopted by the Govt. of Bihar as contained in Resolution of Industries Department dated 01-09-2016 for the technical evaluation, EMD and Security Deposit. Copy of the said resolution may be seen on the website of www.industries.bih.nic.in.
- f) The certificates/ reports / annexures submitted with the bid document should be self-attested by the authorized signatory of the firm with official seal, wherever required.

- g) Affidavit declaration regarding acceptance of tender conditions to be submitted by the bidding firm as per **Annexure-IV**.
- h) Duly filled check list as per given **Annexure-VI to be submitted at the time of uploading the bid**.
- i) Withdrawal or non-compliance of agreed terms and conditions after the execution of agreement will lead to invoking of penal provisions and may also lead to blacklisting of the successful bidder.
- j) **Validity of Rate Contract:** -The rate contract will be applicable for 2(two) years from the date of signing of the rate contract (Agreement). The validity of contract may be extended with mutual consent for some specified period to the maximum of 1(one) year by BMSICL, if necessary.

6. EARNEST MONEY DEPOSIT

- a) The Earnest Money Deposit shall be as mentioned in clause 3(b) of This bid document, which shall be paid in the form of Demand Draft / Bank Guarantee, favoring “**Managing Director, Bihar Medical Services and Infrastructure Corporation Limited**” issued from any Scheduled / Nationalized Bank and payable at Patna.
- b) Non-payment of Tender fee and EMD (except in cases where payment of Tender Cost and EMD are specifically exempted) will result in summary rejection of the bid.
- c) EMD of unsuccessful bidders will be discharged/ refunded to the bidders, immediately.
- d) EMD of the successful bidders will be returned on signing the contract & furnishing of required Performance Security Deposit.
- e) The Earnest Money Deposit for the Tender will be forfeited without further notice if:
 - i. The bidder withdraws his/her offer within the bid validity period before finalization of the tender.
 - ii. On his/her refusal/failure to enter into a contract agreement after the award of contract/Letter of Intent.
 - iii. Fails to produce hard copies of the documents as specified or to sign the contract after issuance of offer letter/ letter of intent.
 - iv. He/she fails to furnish security deposit after issuance of offer letter/Letter of Intent.

7. GUIDELINES FOR THE PREPARATION OF TENDER

- a) The bidder shall bear all costs associated with the preparation and submission of its bid and Tender Inviting Authority will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

- b) Language of Bid:** - The Bid prepared by the bidder and all correspondence and documents relating to the bid exchanged by the bidder and the Tender Inviting Authority, shall be in English language, Supporting documents furnished by the bidder may be in other languages provided they are accompanied by an authenticated (by the authority concerned) accurate translation of the relevant passages in the English language in which case, for purposes of interpretation of the Bid, the English translation shall prevail. Failure to submit authentic translation of documents would result in rejection of bids. No bid can be partly in one language and partly in another language.
- c) Power of Attorney** supported by Resolution of the Board by which the authorized signatory has been authorized by the bidder firm should sign the documents in cases where person other than the Managing Director/Managing Partner or sole Proprietor signs the document.

8.PERIOD OF VALIDITY OF TENDER

- a)** The tender must remain valid for minimum 180 days from the date of opening of Technical Bid.
- b)** The Tender Inviting Authority may extend the bid validity for further period with consent of the bidder.
- c)** The bidder who has extended the bid validity is neither required nor permitted to modify its bid.

9. AMENDMENT OF TENDER DOCUMENTS

Bidders/ Prospective bidders are advised to browse the official website of BMSICL(www.bmsicl.gov.in) for information/ general notices/ amendments to Tender Document etc. on a day to day basis till the tender is concluded.

10. METHOD OF SUBMISSION OF TENDER

- a)** The Tender shall be submitted online only. Bidders shall upload all necessary Technical bid documents on the e-tender portal.
- b)** Both Technical Bid and Price Bid are to be submitted concurrently duly digitally signed on the website at "**www.eprocbihar.gov.in**".
- c)** If a particular document/Certificate to be uploaded as specified in bid, is not applicable for a bidder, the bidder shall attach a scanned copy of declaration in the letter head stating that the specific document is not applicable/exempted for the bidder in connection to this tender.

- d) “Bids along with necessary online payments (bid processing fee) must be submitted through e-procurement portal www.eproc.bihar.gov.in before the date & time specified in the bid document / NIT / Tendering Authority does not take any responsibility for the delay / Non submission of tender / Non reconciliation of online payment (bid processing fee) cost due to non-availability of internet connection, network traffic / holidays or any other reason.”
- e) For support related to e-Tendering process, bidders may contact at following address “e-Procurement HELP DESK, 1st Floor, M/22, Bank of India Building, Road No. - 25, Shree Krishna Nagar, Patna- 800001. Phone No. 0612-2523006, Mob. No. 7542028164 or may visit the link “Vendor info” at www.eproc.bihar.gov.in and also inform in this regard to BMSICL.
- f) Once the bid has been uploaded on the web portal www.eproc.bihar.gov.in, the bidder has to make sure that he has uploaded the files in the correct format and the bidder has to download the uploaded files from their own end and has to check whether the files uploaded is in proper format or not, no corrupted files have to be uploaded.

11. DEADLINE FOR SUBMISSION OF TENDER

The electronic bids of the bidders who have submitted their digitally signed bids within the stipulated time, as per the tender schedule alone will be accepted by the system.

12. MODIFICATION AND WITHDRAWAL OF BIDS

- a) The bidder may modify or withdraw its bid after the bid submission before last time and date of submission of online Technical Bid.
- b) No bid will be allowed to be withdrawn after the last date & time of submission of online Technical Bids.

13. OPENING OF TENDER

- a) The opening of the Technical Bid and the Price Bid will be done online as specified. The date of technical bid opening will be published in advance on www.eproc.bihar.gov.in. The date of opening of price bid will be announced only after the opening and evaluation of Technical bid. The date and time of price bid opening will be published on the official website of the BMSICL (www.bmsicl.gov.in) as well as on www.eproc.bihar.gov.in.
- b) The bidder shall be solely responsible for properly super scribing and sealing the envelope submitting DD/BG for EMD.

14. EVALUATION OF TENDER

- a) Technical evaluation of the Bid will be done on the basis of criteria and documents mentioned in this bid document.
- b) Bids of firms who have furnished all the required documents will only be considered.

- c) Final rate list of L1 bidders will be published on the official website of the BMSICL (www.bmsicl.gov.in).
- d) If at any stage, it is found that the tender has been successfully obtained by the bidder by submitting forged/fabricated certificates/documents/licenses and/or by concealing the fact about blacklisting/debarring/de-registration of the firm by Govt. of India/Suspension/Cancellation/non-renewal of the manufacturing license of the bidder firm, the tender bid/rate contract may be rejected/terminated and suitable punitive action may be taken against the firm.
- e) **In event of financial bid opening, due to provisions/compulsion of e-tendering system if complete quoted product list of financial bid of a bidder is opened then only those financial bid of quoted product shall be considered of whose technical bid has been found eligible by the Technical Evaluation Committee.**

15. INSPECTION OF MANUFACTURING FACILITIES

- a) Inspections of the production and related facilities of bidders/ suppliers will be at the discretion of the Tender Inviting Authority. Such inspection may be at any stage before or after acceptance of the Bid or Award of Contract.
- b) Copy of one full set of the documents submitted for the bid should be made available at the time of inspection.
- c) Originals of all the documents uploaded/submitted in the Technical Bids, should be produced for verification during Site Inspection and Physical Verification.
- d) For importer regarding inspection of the warehouse and office of the bidder the inspection shall be conducted by the Tender inviting authority at its sole discretion at any stage before or after acceptance of the bid or award of contract.

16. ACCEPTANCE /REJECTION OF BIDS

The Tender Inviting Authority reserves the right to accept/reject/cancel or defers the Tender submitted for any or all items.

17. AWARD OF CONTRACT

- a) The contract will be awarded to the lowest evaluated responsive bidder qualifying to the final round after Technical and Price Bid evaluation subject to the reservations and preferences to the state.
- b) **Letter of Intent:** The Tender Inviting Authority shall issue Letter of Intent (LOI) to the lowest responsive bidder. Communication by e-mail / fax / letter will be deemed as valid communication.
- c) **Signing of Contract:**

- i. The successful bidder, upon receipt of the Letter of intent, shall communicate the acceptance of the same to the BMSICL and shall furnish the required security deposit, documents, asked if any, along with the agreement in the prescribed format as forwarded along with LoI on a Non-Judicial stamp paper of value of **Rs.1000/-** (stamp duty to be paid by the bidder) within 15 days.
- ii. The bidder shall not, at any time, assign, sub-let or make over the contract or the benefit thereof or any part thereof to any person or persons what so ever. Such practices will be deemed as fraudulent practices and also as breach of terms of contract and shall invite punitive action.

18. SECURITY DEPOSIT / PERFORMANCE GUARANTEE

- a) There will be a Security Deposit amounting to 10 % of the total value of the awarded items as per letter of Intent which shall be furnished by the successful bidder to the Tender Inviting Authority within the stipulated time period as per the LOI.
- b) The Security Deposit should be paid in favor of Managing Director, Bihar Medical Services and Infrastructure Corporation Limited, Patna in form of DD / Bank Guarantee within the stipulated time frame as per the LOI.
- c) Tender Inviting Authority will release the Security Deposit without any interest to the bidder on successful completion of the bidder's all contractual and warranty obligations.
- d) In case, security deposit amount does not suffice the requirement for the purpose of performance guarantee as per Purchase order, the difference amount shall be deducted from the bill amount.

19. PURCHASE PROCEDURES

- a) As per the conditions outlined in the Procurement manual (dully approved by the Health Department, Government of Bihar) and in the best interest of people of Bihar in order to ensure uninterrupted supplies in the state, it is decided to have more than one source of supply considering their criticality and vitality. The following policy shall be adopted on splitting of quantities.

Where situation so warrants, tender quantity tender quantity of one or all the item(s) may be split in favour of one or more firms on merit of each case and with the approval of TIA after giving due regards to the following: -

- i) Vital/Critical nature of the item.
- ii) Quantity to be procured.
- iii) Delivery requirements.
- iv) Capacity of Firms in the zone of consideration and
- v) Past performance of Firms.

The financial evaluation committee shall make counter offers thereafter to L2 and L3 at the rates accepted by L1 and the entire quantity shall be split among the L1 and agreed L1 bidders. The counter offer shall not be extended beyond L3 Bidder.

If both L2 and L3 bidder agree to match the L1 rate, then the splitting will depend on Percentage difference between the L1 and L2 offered rates (Quoted Price).

Price Difference between L1 and L2	Quantity distribution ratio between L1, L2,L3
Upto 3%	60:20:20
More than 3% and upto 5%	65:17.5:17.5
More than 5%	70:15:15

In case, either of L2 or L3 only accepts the counter offer then the splitting shall be done according to the following table.

Price Difference between L1 and L2/L3	Quantity distribution ratio between L1 and L2/L3
Upto 3%	60:40
More than 3% and upto 5%	65:35
More than 5%	70:30

In case both L2 and L3 disagree to match the L1 declared price and refuses to accept the counter offer, then 100% quantity shall be ordered to L1 only. If on Financial evaluation two or more bidders are found to have L1 rates, then total quantity to be split in equal proportion (e.g.- if two bidders are found L1 then quantities shall be split in 50:50 proportion). In such situation, offer will not be made to L2 & L3 to match the price

- b)** The supplier shall start supply of the products required by BMSICL at the destination mentioned in purchase order as per the schedule of supply.
- c)** The supplier shall supply the item at the specified destination along with original invoice, Test reports of finished products for every batch, Delivery Challan and other relevant documents at the destinations. Any supply without the above documents will not be accepted and the said supply will be accepted only on the date of submission of the required document.

- d) It is the duty of the supplier to supply products at the destinations mentioned in the Purchase Order and supply shall confirm to the conditions mentioned in the provisions of NIT, rate contract and directives of BMSICL.
- e) Subject to the conditions mentioned in the Purchase Order, Tender Document, Agreement executed by the supplier, the supplier is entitled for the payment against supply. In case of any discrepancy in levy of Liquidated Damages, Penalty, Unexecuted Fine, Short Passing of Bills, such discrepancy shall be intimated within 15 days from the date of receipt of payment, failing which BMSICL will not entertain any claim thereafter.

20. SUPPLY CONDITIONS

- a) The Sanitary Napkin supplied by the successful bidder shall be of the Standard Quality and shall comply with the specifications, stipulations and conditions laid down in this bid document and Rate Contract/agreement.
- b) The supplier shall supply the Sanitary Napkin required by the Tender Inviting Authority at the destination(s) within the period stipulated in the purchase order.
- c) Different purchase orders shall be billed separately. Under no condition single invoice for different Purchase Order shall be admitted.
- d) The supply schedule is mentioned in clause 21 of this bid document.
- e) Leaked, soiled, broken containers with damaged labels shall not be accepted.
- f) The supplied Sanitary Napkin must have 66% of shelf life period The Shelf life period shall be in accordance with Drugs and Cosmetics Act, 1940/ Medical devices rules 2017.
- g) The bidder shall submit the certificate of analysis from an **NABL Accredited Sanitary Napkin Testing Laboratory Specializing in testing of medical textile product** along with In House Quality Control Laboratory (as applicable) with necessary protocols for every batch of items supplied along with the consignment.
- h) Bidder shall supply the product at the Warehouses of the Bihar Medical Service and Infrastructure Corporation Limited located at various places in Bihar and/ or the places/ points specified in purchase orders, by door delivery. If the items are wrongly delivered to the warehouses, expenditure incurred by the Corporation towards transporting the same to the destination warehouse shall be recovered from the supplier. *Wrong delivery at a different place will not form ground for claim of 'on time delivery.'* The consignment should be delivered at the destination on the scheduled date and mere dispatch on or before the scheduled date of delivery will not be deemed as compliance of the delivery schedule.
- i) The supplier shall, after supply of Sanitary Napkin at the specified destinations, submit Invoice and other relevant documents etc., at the Head Office, BMSICL claiming payment for the supply made. Detailed provisions are mentioned in clause 25 (d).

- j) The supplier shall supply the Sanitary Napkin at the specified destination(s) and submit the copy of invoice, copy of the Purchase order, Test Report, Delivery Challan and other relevant documents at the destinations. For the purpose of this, the invoice shall specify the generic name of the Sanitary Napkin as tendered together with brand name if any. Where more than one batch of the quoted item is supplied under one invoice, the quantities of each batch supplied shall be clearly specified. The date of manufacture, the date of expiry of each batch shall be specified. The quantity supplied shall be in terms of the units mentioned in the tender document. The suppliers are cautioned that the variation in the description of product in the invoice/analysis report and actual supplies will be considered as improper invoicing and will be dealt with accordingly.
- k) The bidder will be responsible for any shortages/damage at the time of receipt in Warehouse. Tender Inviting Authority shall not be responsible for the excess quantity of Sanitary Napkin received, for which no order is placed. In such cases, the bidder shall take back the excess quantity supplied at his own expenses within fifteen days from the date of such intimation. Unclaimed excess supplies will be disposed of by the Tender Inviting Authority at its discretion and demurrage of **Rs.100/-per box per day** will be levied for the retained period.
- l) **In the event of Sanitary Napkin not being utilized within their shelf life period, the firm shall replace unspent/unused/expired stock by fresh stock with shelf life as per the Clause 20(f) without any extra cost unconditionally.**
- m) It is hereby clarified that no extra payment other than the L1 rate finalized in respect of the Sanitary Napkin shall be made to the successful bidder for the fulfillment of the above said conditions of this clause.

21.

SUMMARY OF SCHEDULE			
S.N.	Activity	:	Time Limit
1	Schedule of Dispatch Details		
	0th day	:	Letter of Intent (LOI)/Purchase Order or both.
	Within 15 days of LOI	:	The supplier shall submit agreement, the hard- copies of the documents submitted and other documents specified, copy of LOI duly signed and sealed on all pages in token of acceptance and the required Security Deposit.

	<i>Within 15 days of PO</i>	:	The supplier shall furnish confirmed dispatch schedule. If the confirmed dispatch schedule is not received on or before the specified period, the purchase order is liable to be cancelled and arrangement for alternate purchases will be done at the risk and cost of the supplier.		
2	<i>Schedule of purchase order and Supply of Sanitary Napkin</i>	:	The schedule of supply of Sanitary Napkin will be as follows.		
		:	No of days from the date of Purchase Order	% of the ordered quantity to be supplied in each warehouse.	Penalty for default in supply
		:	Within 45 Days	50%	*After 60 th days penalty will be @ 0.5% of value of unexecuted supply order per day subject to a maximum of 10% penalty (20 days)
		:	Within 60 Days	100%	
		:	Within 80 Days	*Unexecuted Supply	
		:	On the 80 th day from the date of issue of PO at 1700 Hrs. the PO stands cancelled.		

*** NOTE-** The supply conditions may be increased or decreased keeping in mind to favour General patients of state may be decided by the Managing Director, BMSICL from time to time.

22. LOGOGRAMS

- NHM Logogram, BMSICL Logogram and “BIHAR GOVERNMENT SUPPLY – NOT FOR SALE”** shall appear in primary, secondary and tertiary packing of all products which will be bolder than those already printed on the label.
- All the products have to be supplied in standard pack size with printed logogram of proportionate size. Affixing of stickers and rubber stamps shall be accepted only if permitted by the concerned licensing authority. *Affixing of stickers will be permitted on request only in case of imported products on merits.*
- Supply of items without the logogram and/or “BIHAR GOVERNMENT SUPPLY – NOT FOR SALE” shall not be accepted.

23. Packaging and Labelling:

(i) **Primary Package:**

Each Primary Package shall contain 6 Sanitary Napkins in a Polyethylene bag of good quality material with a minimum micron thickness that ensures that the pack does not tear in routine handling (subject to approval of sample by concerned Officer/Committee) which will confirm to size of the product and sealed properly. The designing and printing of the bag shall be done at the cost of the manufacture as per printing matter including logo (in four colors) provided by MoHFW. The printing work shall be in weatherproof ink and shall withstand immersion in water and remain intact. The primary package shall also include the name of the manufacture, length and dimensions, lot/ batch number, date of manufacturing and expiry and number of sanitary napkins in each package. The designing

of the primary package shall be subject to the approval of Purchase Committee, BMSICL, Government of Bihar. The use napkin and after use its proper disposal, a pictorial instruction would be depicted on the package.

(ii) **Secondary Package:**

The sanitary napkins contained in primary package should be packed in boxes for easy handling, transport and distribution. One Box shall contain 160 primary packages of (6) Sanitary Napkins each. It shall be fabricated from Millboard / grey board/ cardboard a minimum of bursting strength of 9-10 Kg/cm². The designing and printing of the label on the secondary package shall be done at the cost of the manufacturer as per printing matter including logo provided by MoHFW.

(iii) **Bar Coding:**

Bar code shall be used to track down the product. It shall be printed on the label of the secondary package.

- 1) Product identification (GTIN 14) using application identifier (01)
- 2) Expiry Date in YY/MM/DD format & using application identifier (17)
- 3) Master batch number using application identifier (10).

24. QUALITY TESTING& QUALITY CONTROL

- a) All the batches of the Sanitary Napkin supplied shall be supported by test/analysis reports furnished by independent NABL Accredited Testing Laboratory **specializing in Testing of Medical textile products** along with In House Quality Control report of the manufacturer. The TIA has the right to get the Sanitary Napkin tested at the laboratories of his choice for further verifications.
- b) **The supplier shall furnish evidence of the basis for expiration dating and other stability data concerning the commercial final package on request by the BMSICL,** in case of any adverse report in the field, the BMR/BPR for the particular batch of the product(s) supplied shall be produced when demanded.
- c) Random samples of each supplied batch will be chosen at the point of supply or distribution/storage points for testing. The samples will be sent to different laboratories as per the choice of Tender Inviting Authority.
- d) A flat 2% of total bill amount shall be deducted from the bills of the supplies of Sanitary Napkin, towards testing & handling charges of Sanitary Napkin from the supplier.
- e) The Sanitary Napkin shall be of standard quality throughout the shelf life period of the item. Samples can be drawn for quality testing periodically throughout the shelf life period. If the sample is declared to be “NOT OF STANDARD QUALITY” such batch/ batches will be deemed to be rejected goods and action will be taken as per tender clause.
- f) If the product / sample fails in quality test, every failed batch shall be taken back by the supplier at their own cost and BMSICL shall not be responsible for any damage during this period.

- g) If a sample is found as not of standard quality by the Tender Inviting Authority, the distribution of NSQ batch will be frozen. The bidder will be liable for appropriate action as per the tender conditions and also for other legal actions under the Drugs & Cosmetics Act 1940 & Medical devices Rules, 2017. The supplier shall be liable for all losses sustained by the Tender Inviting Authority, which may be recovered from the Security Deposit made by the Supplier and / or any other money due or becoming due to him. In the event of such amounts being insufficient, the balance may be recovered from the Supplier as per the provisions of Law.

25. PAYMENT PROVISIONS

- a) No advance payments towards costs of Sanitary Napkin will be made to the supplier.
- b) Payments for supply will be considered only after supply of at least **75%** of the quantity ordered is completed, PROVIDED reports of Standard Quality of the batch tested at a NABL Accredited Testing Laboratory/Central Medical device testing laboratory along with the In house quality control Laboratory of the manufacturer is furnished along with the invoice in respect of each batch supplied. Where it is observed that for any batch of the supplies the report as above is not furnished, payment of the entire consignment would be withheld pending verifications and the entire consignment would be liable to be rejected.
- c) All payments will be made only by way of electronic fund transfer NEFT transfer. The supplier shall desist from deputing their representatives to the head office of the Tender Inviting Authority for follow up for payments as the Corporation has a system of publishing the status of payments. All communications in this regard shall be in writing and the Tender Inviting Authority discourages the visits, phone calls etc. as part of transparency policy.
- d) All Bills/ Invoices should be raised in **triplicate** and should be drawn as per the rules and regulations in force and provisions in this tender in the name of Managing Director, Bihar Medical Services and Infrastructure Corporation Limited, Patna. The original copy of invoice along with the test report to be submitted at the Regional drug Warehouses/scheduled delivery points along with the supply, duplicate and triplicate copies of invoice should be submitted in Headquarters along with the test report and other related documents. No payment will be affected if the above provisions are not complied with. Provision laid in clause 21 (j) and (k) shall be referred and read in consonance of this.

- e) If at any time during the period of contract, the price of tendered items is reduced or brought down by any law or Act of the Central or State Government or by the bidder himself, below the contracted rate, their contracted rate will stand reduced automatically to the reduced the level. Failure to supply at the reduced rate will be deemed as withdrawal from the tender and contract and shall be dealt accordingly. If supplies are made at higher rates after the rate of reduction, payments will be eligible at the reduced rates only.

26. DEDUCTION OF PAYMENTS & PENALTIES

- a) All supply should be made within the stipulated time and as per the summary of schedule and quantity as mentioned in the bid document/PO.
- b) If the supply reaches the drug Warehouses beyond the stipulated time as mentioned in Bid document, liquidated damages will be levied at the rates mentioned therein for the delayed supplies.
- c) Purchase orders will be cancelled under the conditions mentioned in Bid document after levying penalty at the rate of 20% of the value of unexecuted supply and such penalty is recoverable from any amount payable to the supplier including the performance security.
- d) However, the Tender Inviting Authority may receive supply even after expiry of the scheduled date from the date of purchase order, at its discretion, considering the urgency of the essential item for the user Institutions and in such case, liquidated damages will be levied at **0.5% per day** of the value of the delayed supply subject to a maximum of **10% (20 Days)**.
- e) If the supply is received in damaged condition it shall not be accepted. The supplier shall have to replace the goods with damage and the liquated damage charges equal to the penalty for unexecuted supplies will be levied for the damaged goods and payments will be withheld till proper replacement.
- f) In all the above conditions, the decision of the Tender Inviting Authority shall be final and binding.

27. BLACK LISTING IN THE EVENT OF WITHDRAWAL FROM THE TENDER, AND NON-ADHERENCE TO THE QUALITY STANDARDS AND SUPPLY SCHEDULE

A: BLACKLISTING OF PRODUCT/TENDERER ON WITHDRAWAL OF TENDER

If the Tenderer fails to execute the agreement / to deposit performance security / to perform the obligations under the tender conditions / commits default in the performance of the contract/agreement, such Tenderers will be blacklisted for a period of 2 years by

BMSICL from the date of intimation besides forfeiture of EMD/Performance Guarantee. The Tenderers who have withdrawn after participating in the tender either fully or partially, the entire firm/company will be blacklisted for a period of 2 years from the date of intimation by BMSICL apart from forfeiture of the Security Deposit/EMD.

B. BLACKLISTING FOR QUALITY FAILURE THROUGH QUALITY TEST BY THE EMPANELLED LABORATORIES OF BMSICL

1. Each and every batch of the supplied products shall be subjected to quality test as and when required by BMSICL.
2. If such Sample fails in quality test as per the Government Analyst report, such product of the supplier will be de-registered/debarred for one year.
3. If 3 batches of a particular item supplied by the supplier is reported to be failing in quality test, then the particular item of the firm shall be blacklisted for minimum of two years besides forfeiture of Security Deposit of that particular product(s).
4. If the supplier supplied more than one item and 50% of such items are blacklisted, the firm is liable to be blacklisted for a period of 2 years from the date of intimation.
5. If a single batch of any product(s) supplied by the company/firm declared as Adulterated/spurious/ Misbranded by the Government Authorities during the shelf life of the product supplied irrespective of tender period, the company/firm shall be blacklisted for a period of 2 years from the date of intimation & forfeiture of security deposit.
6. If a particular item of the quoted products has been blacklisted the supplier is not eligible to participate in any of the tenders for that particular item floated by the BMSICL until the period of blacklisting is over.
7. If a supplier company/firm is blacklisted, such supplier is not eligible to participate in any of the tenders floated by the BMSICL until the period of blacklisting is over.

C: BLACKLISTING FOR NON-SUPPLY/ PART SUPPLY/DELAYED SUPPLY/NON-FULFILLMENT OF CONTRACT OBLIGATION: -

Notwithstanding various actions and penalties for non-supply and/or delayed supply of the drugs/ non drug and medicines as stipulated in the terms and conditions of the tender, the BMSICL, shall take action against the supplier as follows:

- i. In case, the supplier is found to be habitual defaulter of delayed supply or not supplying the full quantity in time, the balance amount of performance security of such company shall be forfeited. No further supply order shall be given to them and company shall be barred from participating in any tender floated by BMSICL, further other punitive action such as blacklisting of the firm for a minimum period of 2 years from the

date of intimation for blacklisting/debarring.

- ii. Purchase orders, if any, already issued before taking any blacklisting action or orders given in past will not be affected in view of action taken as per above guidelines but all strict quality checks shall be observed for each supply of products.

The blacklisting of particular product or company/firm will be done without prejudice to other penalties which may be imposed as per the conditions of Tender documents and also to other actions which may be initiated under Drugs and Cosmetics Act, 1940 or any other law of Land. BMSICL will display names of such blacklisted product(s) and company/firm on its website for general notice.

28. SAVING CLAUSE

No suit, prosecution or any legal proceedings shall lie against Tender Inviting Authority or any person under him for anything that is done in good faith or intended to be done in pursuance of this tender.

29. APPLICABLE LAW & JURISDICTION OF COURTS

- a) The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.
- b) Any and all disputes arising out of this tender will be subject to the jurisdiction of courts of law / tribunals situated in Patna, Bihar only or the High Court of Patna only, as applicable.

30. RESOLUTION OF DISPUTES

- a) Dispute or difference of any kind shall if arise between the Tender Inviting Authority and the successful bidder in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, unless otherwise provided in the Tender Document, either the Tender Inviting Authority or the successful bidder may give notice to the other party of its intention to commence arbitration, as per the provision applicable for arbitration procedure under the **Bihar Public Works Contracts Disputes Arbitration Tribunal Act 2008.**
- b) In the case of a dispute or difference arising between the Tender Inviting Authority and a bidder relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration of Principal Secretary Health; Govt. of

Bihar but if Managing Director/Principal Secretary is same then Dept. of Health will decide the arbitrator.

c) Venue of Arbitration: The venue of arbitration shall be only in Patna, Bihar, India.

31. TAXES

Suppliers shall be entirely responsible for all taxes, duties, license fees and entry tax etc., incurred until delivery of the contracted Goods to the *Consignee as stated in the bid document*.

32. GENERAL GUIDELINES FOR THE SUBMISSION OF E-TENDER

Instructions/ Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the prospective Tenderers to participate in e- Tendering.

- a) Registration of Tenderers:** Any tenderer willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://eprocbihar.gov.in>. The prospective Tenderer is to click on the link for e-Tendering site as given on the web portal.
- b) Digital Signature certificate (DSC):** The bidder must have the Class II/III Digital Signature Certificate (DSC) and e-Tendering User-id of the e- Procurement websites before participating in the tendering process. The bidder may use their DSC if they already have the DSC. They can also take the DSC from any one of the authorized agencies. For user-id they have to get registered themselves on e-Procurement website www.eprocbihar.gov.in and submit their bids online on the same. Offline bids shall not be entertained by the tender inviting authority for the Tenders published in e-Procurement platform.
- c) The Tenderer can search & download NIT & Tender Documents electronically from computer once he logs on to the website using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.**
- d) Submission of Tenders:** General process of submission, Tenders are to be submitted through online to the website at a time for each work, one in Technical Proposal & the other is Financial Proposal on or before the prescribed date & time using the Digital Signature Certificate (DSC). The documents to be uploaded should be virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non-readable formats).

Note: Please number the documents with serial number on each and every page and do mention the total number of pages of bidding document. In technical Bid parallel assign, the corresponding page numbers of supporting documents. The bidder shall be solely responsible for any discrepancy or misrepresentation on this account.

Sd/-
(MANAGING DIRECTOR, BMSICL)
(Tender Inviting Authority)

Note-I- The Goods and Service Tax Registration Number of BMSICL is 10AAECB3969N1ZH.

Note-II- The bidders have to provide the detailed address of the Carrying and forwarding Agent/ Sales Depot point/ Dealership point/ Stockist point/ Distributor point in the State of Bihar including the Mobile Number so that Market survey can be done (if required). If your firm is not marketing the quoted products in State of Bihar and doesn't have any Carrying & Forwarding agent/ Sales Depot/ Dealership/ Stockist/ Distributorship then the bidder has to provide a self-declaration on the Firms letter head stating the same.

ANNEXURE - I			
TENDERED PRODUCT LIST			
S. N.	Name of the Products	Pack size	Estimated Quantity for 2019-2020
1.	Sanitary Napkin	6 Pieces/ pack	1,20,00,000Pack (7,20,00,000 Pieces)

ANNEXURE-II

AFFIDAVIT FOR NON-BLACKLISTING

I _____ Managing Director/Director / Partner / Proprietor of M/s. _____ having its manufacturing or import unit / registered office at _____ do hereby declare that the firm & its quoted product have not been blacklisted currently (as on the date of submission of the tender) by Central Government/Central Government Agencies/any state government/any of the state government agencies or by BMSICL. We are eligible to participate in the tender no. **BMSIC/SANITARY NAPKINS/19-01.**

Date: Signature

Seal:

**(Authorised Signatory)
Name and Address of the Bidder**

(Note: - This annexure must be sworn before First Class Magistrate/Notary)

ANNEXURE-III**LIST OF ITEMS QUOTED****Tender No.: BMSIC/SANITARY NAPKINS/19-01****Bidder Name:**

S. N.	Name of the product	Specification / Strength & Unit Pack (As per approval obtained by the bidder from the competent authority)	Pl. Mention (Item wise) whether participating as a Manufacturer / Importer	Mfg. / import license number / product registration certificate number	Validity of Mfg. / Import License, Validity of GMP / WHO GMP /COPP	HSN CODE	Date of issue of product approval BY licensing authority	Shelf life of the quoted item(s)	Standard Batch Size of the quoted item(s)	Monthly Production Capacity of the quoted item(s)	Annual Production Capacity of the quoted item(s)

Date:**(Authorised Signatory)****Seal:****Name and Address of the Bidder with Stamp**

ANNEXURE-IV

AFFIDAVIT (Acceptance of tender conditions)

From: -

M/s.....

To

Managing Director,

BMSICL, Patna

1. I, _____ Son / Daughter / Wife of Shri _____ Proprietor/Director authorized signatory of the agency/Firm, mentioned above, is competent to sign this declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;

3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Yours faithfully,

Date: Signature

Seal:

(Authorised Signatory)
Name and Address of the Bidder

(Note: - This document must be sworn before First Class Magistrate/Notary)

ANNEXURE – V

Bidder Information/Bidder Details

Sl. No.	Name of the Particulars	The bidder shall fill required Information
1	Name of the Bidders (Manufacture / Importer) including registered address	
2	Name of Prime Manufacture (<i>ONLY FOR IMPORTERS</i>)	
3	Country of origin/registration: (<i>ONLY FOR IMPORTERS</i>)	
4	Legal status of the Bidder (Proprietorship/ Partnership/ Pvt. Ltd. Company/ Limited Company)	
5	Contact details of the bidder (Ph./ fax/ email)	
6	Name of Proprietor/ Managing Director/ Partners (as the case may be) with address	
7	Name and designation of authorized signatory	
8	Bank Details Name and address of Bank: Bank Account No.: IFSC Code of the Bank:	

Date:-

Place:-

(Authorised Signature)

Name of the authorised signatory

With full address

ANNEXURE VI

BIHAR MEDICAL SERVICES AND INFRASTRUCTURE CORPORATION LIMITED				
CHECK LIST FOR SUBMISSION OF TENDER				
S.N.	Technical Eligibility Criteria as per NIT	Yes/No	Page No.	Remarks
1.	Tender Fee (Non –Refundable) of Rs 10,000/- in form of Demand Draft drawn in Favor of “Managing Director, Bihar Medical Services and Infrastructure Corporation Limited” payable at Patna. This fee is payable only once for one tender irrespective of items contained therein, As per Clause 3(a).			
2.	Bidder are required to submit Earnest Money Deposit in the form of Demand Draft/ Bank Guarantee of Rs. 5,00,000/- (Rupees five Lakh) drawn in favor of Managing Director, Bihar Medical Services and Infrastructure Corporation Limited from any Scheduled/Nationalized bank payable at Patna. As per Clause 3 (b) of the NIT.			
3.	Documentary evidence of the constitution of the company/ firm/ Proprietorship such as Memorandum and Articles of Association, Partnership Deed etc. should be submitted with details of the Name, Address, Telephone Number, Fax Number, e-mail address of the firm and of the Managing Director / Partners / Proprietor should be submitted as per Clause 3 (c)			
4.	The details of Bidder Name, Address, Telephone Number, Fax Number, e-mail address of the bidder and of the Managing Director / Partners / Proprietor should be submitted in Annexure-V, as per Clause 3 (d)			
5.	Power of Attorney or Resolution of the Board by which the authorized signatory has been authorized by the bidder firm to sign the documents should be submitted. As per clause 3(e).			
6.	<p>Minimum three years old valid Manufacturing License/Industries License of the product quoted with latest license renewal certificate.</p> <p>Approved product list as per the license issued for quoted item for minimum three years.</p> <p>Manufacturing License/Industries License along with approved product list must be valid till the last date of the submission of tender.</p> <p>Manufacturer must have 3 years’ experience in supplying the sanitary napkin to any Central Government / any Central Government agency/any state government or any of the state government agency / PSU.</p> <p>Valid Pollution Control Clearance Certificate in accordance with Water [Prevention and control of Pollution] Act, 1974 & Air [Prevention and control of Pollution] Act, 1981 and</p>			

	<p>Hazardous Wastes (Management, Handling & Trans Boundary Movement) Rules 2008 (Self Attested Copy of Certificate to be enclosed).</p> <p>The firm should comply with Gazette notification SO No. 1357 (E) issued by Ministry of Environment, forest climate change notification dated 08th April 2016.</p> <p>Bidders shall submit self-attested copies of required manufacturing license/Industries License and approved product list in support of above-mentioned condition and they are required to specify the quoted product in their approved product list by highlighting it. As per clause 3(f).</p>			
7.	<p>In case of Importer, the bidder (importer) firm must have minimum three years old valid import License of the quoted product. All Quoted products should be accompanied by their invoices, statement and import License showing that the quoted product is being imported and sold in India by the bidder (Importer) firm minimum for Last three years. Import license must be valid on the last date of submission of tender. As per clause 3(g).</p>			
8.	<p>The Sanitary Napkin must be meet the technical specification as per Annexure VII. As per clause 3(h).</p>			
9.	<p>Self declaration of Non- Conviction should be submitted as per Annexure- VIII. As per clause 3(i).</p>			
10.	<p>Self declaration of Production Capacity Statement should be submitted as per Annexure- X. As per clause 3(k).</p>			
11.	<p>Copy of the audited balance sheet and Profit and loss statement showing details of their annual average turnover not less than 5(Five) Crores for any three of the last four consecutive financial years (auditor/CA certificate of turnover will not be accepted. Self-attested copies are to be submitted. As per clause 3(l).</p>			
12.	<p>Self declaration of Performance Statement for last three should be submitted as per Annexure- IX. As per Clause 3(j).</p>			
13.	<p>Copy of Income Tax Return for any three of last four consecutive Assessment years should be submitted (self-attested). As per Clause 3(m)</p>			
14.	<p>The tenderer should give an affidavit as per Annexure-II sworn before first class magistrate / Notary stating that the firm & its quoted product is not black listed/ debarred currently (as on the date of submission of the tender) by the Central Government / any Central Government agency/any state government or any of the state government agency or by BMSICL. As per Clause 3(n).</p>			

15.	Duly signed list of items quoted in prescribed format as per Annexure-III. As per Clause 3(o)			
16.	Copy of PAN Card of the bidder company should be submitted (self-attested).As per Clause 3(p)			
17.	Copy of certificate of valid GST registration of the bidder company should be submitted (self-attested).As per Clause 3(q)			
18.	Affidavit declaration regarding acceptance of tender conditions to be submitted by the bidding firm as per Annexure IV (Clause 5(g) of NIT).			

Date: Signature

Seal:

**(Authorised Signatory)
Name and Address of the Bidder**

ANNEXURE-VII

Technical Specification of Sanitary Napkins for the Scheme for the Promotion of Menstrual Hygiene**Technical Specification for Sanitary Napkins**

Sl. No	Parameters	Unit	Specification
1	Absorbency	ml	Not<30ml@15ml/min
2	Size		
a	Overall Length	mm	235+/-10
b	Core Length	mm	210+/-10
c	Overall Width	mm	155+/-5
d	Core Width	mm	65+/-5
e	Pad Thickness (Average)	mm	7-9 mm
f	Pad Weight (Average)	gm	7.5-9 gram
3	pH Value of absorbent material	6 – 8.5	pH Value of absorbent material

A. Preamble

Sanitary Napkins consists of an outer covering provide with sufficient number of channel for leak protection and an absorbent filler material with an adhesive back strip.

B. Description

- Covering-** The covering of the absorbent filter shall be made of good quality perforated polyurethane film sleeve which has sufficient porosity to permit the assembled napkin to meet the absorbency requirements. This shall be made of a product that is non-allergenic and bio-compatible. The sanitary napkins shall have a non-absorbent barrier on one side which shall have an identifying mark indicating clearly the side of the barrier.
- Absorbent Filter-** The filler material shall consist of cellulose pulp (either based on wood or paper or poly-acrylate gels). This shall be free from lumps, oil spots, dirt or foreign material etc.
- Back Strip-** A back strip for sticking the sanitary napkin onto the underwear should be there using good quality adhesive material.
- Absorbency-** The sanitary napkin should be able to absorb not less than 50 ml of normal saline (I.P.)@15 ml/ minute.
- Size-** The size of absorbent section of the sanitary section of the sanitary napkin shall be as follows:

Pad Length	Pad Width	Pad Thickness
210+/-10	70+/-5	9+/-1

(all figures in mm)

The thickness shall be measured by stacking 10 complete pads and measuring the stack height. The average thickness for the 10 pads shall be used as the pad thickness.

- 6. Weight-** The weight of one full sanitary napkin shall not be more than 10 grams.
- 7. pH Value-** The sanitary napkin shall be free from acids and alkali and the **pH** of the absorbent material shall be 6 S- 8.5 when tested by the method given in IS:1390-1961 (method for determination of pH value of aqueous extracts of textile materials).
- 8. Raw Material to be used:**
 - a. **PULP:** White tissue Colour – White, soft wood pulp, long fiber.
 - b. **Tissue paper:** White colour, Thickness: 18 gsm+/-5% Grade: Soft
 - c. **Top sheet:** Perforate poly top sheet: White colour Thickness: 22gsm+/-5% Grade: LDPE
 - d. **Back sheet:** PE film, Colour white Thickness: 24 gsm+/-10% Grade – Carona Treated
 - e. **Glue –Construction:** polymer based, Colour: Transparent.
 - f. **Glue –Release Paper:** Polymer based Colour: Transparent
 - g. **Release Paper:** Silicon coated, Colour: White Thickness: 40gsm+/-10%

C. Manufacture, Workmanship, and Finish

- The absorbent filler shall be arranged and neatly cut to the required size of the pad and from a uniform thickness throughout without any wrinkles or distortion. It shall be placed in the covering in such a way that it does not cause lump formation with the effect of sudden pressure.
- The covering fabric shall cover the filler completely.
- The sanitary napkins shall have a very soft feel and when worn shall not chafe or give any uncomfortable feeling. It shall be free from all sorts of foreign matter and should be odorless.
- The material used in the fabrication is non allergenic.
- The sanitary napkin will be free from acids and alkali.
- The sanitary napkin should be sterilized.
- The adhesive used in the napkin should not leave any mark and stain.

D. Shelf- Line:

The product shall have a minimum shelf life of three years. At least 5/6th of the shelf life should be available on receipt of shipment at Consignee level.

E. Packaging and Labeling:

(iv) **Primary Package:**

Each Primary Package shall contain 6 Sanitary Napkins in a Polyethylene bag of good quality material with a minimum micron thickness that ensures that the pack does not tear in routine handling (subject to approval of sample by concerned Officer/Committee) which will confirm to size of the product and sealed properly. The designing and printing of the bag shall be done at the cost of the manufacture as per printing matter including logo (in four colors) provided by MoHFW. The printing work shall be in weatherproof ink and shall withstand immersion in water and remain intact. The primary package shall also include the name of the manufacture, length and dimensions, lot/ batch number, date of manufacturing and expiry and number of sanitary napkins in each package. The designing of the primary package shall be subject to the approval of Purchase Committee, BMSICL, Government of Bihar. The use napkin and after use its proper disposal, a pictorial instruction would be depicted on the package.

- (v) **Secondary Package:**
The sanitary napkins contained in primary package should be packed in boxes for easy handling, transport and distribution. One Box shall contain 160 primary packages of (6) Sanitary Napkins each. It shall be fabricated from Millboard / grey board/ cardboard a minimum of bursting strength of 9-10 Kg/cm². The designing and printing of the label on the secondary package shall be done at the cost of the manufacturer as per printing matter including logo provided by **MoHFW**.
- (vi) **Bar Coding:**
Bar code shall be used to track down the product. It shall be printed on the label of the secondary package.
- 1) Product identification (GTIN 14) using application identifier (01)
 - 2) Expiry Date in YY/MM/DD format & using application identifier (17)
 - 3) Master batch number using application identifier (10).

Annexure-VIII

Non-Conviction Declaration (Duly notarized)

From: -

M/s.....
.....
.....

To
Managing Director
BMSICL, Patna

1. I, _____ Son / Daughter / Wife of
Shri _____

Proprietor/Director authorized signatory of the agency/Firm, mentioned above, is competent to sign this declaration and execute this tender document.

2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.

3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

4. I/We further undertake that none of the Proprietor/Partners/Directors of the Firm/agency was or is Proprietor or Partner or Director of any Agency with whom the Government have banned /suspended business dealings. I/We further undertake to report to the Managing Director, BMSICL, Patna immediately after we are informed but in any case, not later 15 days, if any Agency in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a Agency which is banned/suspended in future during the currency of the Contract with you.

Yours faithfully,

(Authorized Signatory/Signature of the Bidder)

Date:
Place:
Seal of the Agency

Name:
Designation
Address:

(Note: - This annexure must be sworn before First Class Magistrate/Notary)

ANNEXURE- IX

ANNEXURE-D						
PERFORMANCE STATEMENT						
(For the period of last three years)						
(Please furnish order copies of the client serially, the names of which are mentioned below)						
	Name of Bidder:				Name of the Item: (Performance statement for each quoted item in this format shall be submitted)	
	Name of Manufacturer:					
S. N.	Order placed by (Address of purchaser) (attach documentary proof) *	Order no. & Date	Order Quantity	Value of Contract (Rs.)	Date of Completion	Have the items been supplied satisfactorily (attach documentary proof) **
1						
2						
3						
4						
<p>(Attach separate sheets if the space provided is not sufficient)</p> <p>* The documentary proof will be copies of the purchase order (during the last 3 years) indicating P.O. No. and date.</p> <p>** The documentary proof will be certificate from the consignee/ end user indicating P.O. No. and date.</p>						

Authorized Signatory

Official Seal:

Date:

ANNEXURE-X

Production Capacity Statement (Self Declaration)

S.N.	Pl. Mention Whether participating as a Manufacturer/Importer	Mfg. / Import license number/ product registration certificate of number for Manufacturing Import (in case of used)	Validity of Mfg. / Import License:	Shelf life of the quoted item (s)	Standard Batch Size of the quoted item (s)	Monthly Production Capacity of the quoted item (s)	Annual Production Capacity of the quoted item (s)
1							
2							
3							
4							

Signature of Bidder:

Official Seal:

ANNEXURE XI

FORMAT OF BANK GUARANTEE OF EARNEST MONEY DEPOSIT

To,

**The Bihar Medical Services and Infrastructure Corporation Limited
4th Floor, Bihar State Building Construction Corporation Limited
Hospital Road, Shastri Nagar, Patna-800023, Bihar**

WHEREAS _____ (Name and address of the Company) (Hereinafter called "the bidder") has undertaken, in pursuance of tender no _____ dated _____ (herein after called "the tender") to participate in the tender of The Bihar Medical Services and Infrastructure Corporation Limited, (4th Floor, Bihar State Building Construction Corporation Limited, Hospital Road, Shastri Nagar, Patna-800023) with (Description of goods and supplies)

AND WHEREAS it has been stipulated by you in the said tender that the bidder shall furnish you with a bank guarantee by a scheduled commercial bank recognised by you for the sum specified therein as Earnest Money Deposit for compliance with its obligations in accordance with the tender;

AND WHEREAS we have agreed to give the bidder ----- (name and address) such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the bidder, up to a total amount of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the bidder to be in default under the tender conditions and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the bidder before presenting us with the demand.

We undertake to pay you any money so demanded notwithstanding any dispute or disputes raised by the bidder(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under these presents being absolute and unequivocal.

We agree that no change or addition to or other modification of the terms of the tender to be performed there under or of any of the Tender Documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

No action, event, or condition that by any applicable law should operate to discharge us from liability, hereunder shall have any effect and we hereby waive any right we may have to apply such law, so that in all respects our liability hereunder shall be irrevocable and except as stated herein, unconditional in all respects.

This guarantee will not be discharged due to the change in the constitution of the Bank or the bidder(s).

The Conditions of this are as follows:-

1). If after bid opening the bidder withdraws his bid during the period of bid Validity specified in the form of bid;

OR

2). If the bidder having notified to the acceptance of his bid by the employer during the period of bid validity;

a) Fails or refuses to execute the form of agreement in accordance with the instruments to bidders, if required or

b) Fails or refuses to furnish the performance security, in accordance with the instruction to bidders.

We, _____ (indicate the name of bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent, in writing, of The Bihar Medical Services and Infrastructure Corporation Limited.

This Guarantee will remain in force up to ----- (Date). Unless a claim or a demand in writing is made against the bank in terms of this guarantee on or before the expiry of -----(Date) all your rights in the said guarantee shall be forfeited and we shall be relieved and discharged from all the liability there under irrespective of whether the original guarantee is received by us or not.

(Signature with date of the authorised officer of the Bank)

.....

Name and designation of the officer

.....

.....

Seal, name & address of the Bank and address of the Branch

Bank Details of BMSICL:-

Account Holder Name: - Bihar Medical Services & Infrastructure Corporation Limited

Account No. - :- 0140104000111072

IFS Code of Bank :- IBKL0000140

Bank Name :- IDBI Bank, Main Branch, Patna

Branch Name :- Uma Complex, Frazer Road, Patna-1

-END-