

HEAVY ENGINEERING CORPORATION LIMITED
MEDICAL DIVISION

Tender No. Medical Division No. HEC/MD/BMW Tender/20-374 Dated:13.04.2020

**Sub:Tender for Disposal of Bio Medical Waste generated at HEC Wellness Centre,
Dhurwa, Ranchi, -4**

SCHEDULE OF THE TENDER

| S. No. | Description | Particulars |
|--------|---|---|
| 1 | Duration of Rate Contract | Five year from the date of contract Agreement and may be extended on mutual agreement |
| 2 | Date from which the Tender Form can be downloaded | 15/04/2020 |
| 3 | Last due date and time for Submission of Completely filled Tender application | 14/05/2020 upto 05.00 P.M. In-Charge Medical, HEC Wellness Centre |
| 4 | Date & time of opening Technical bid | In chamber of In-Charge Medical, HEC Wellness Centre on 18/05/2020 at 11.00 AM |
| 5 | Date and Time of opening Of Financial Bid | In chamber of In-Charge Medical, HEC Wellness Centre 18/05/20 at 11.00 AM |
| 6 | EMD | Nil |
| 7. | Tender paper cost | Rs. 100/- |

Note : In case the * marked dates will be declared as holiday for any reason,the activity is carried out to next working day.

HEAVY ENGINEERING CORPORATION LIMITED
MEDICAL DIVISION

Medical Division No. HEC/MD/BMW Tender/20-374

Dated:13.04.2020

To:

M /s _____

Sir/Madam,

The In-Charge Medical, HEC Wellness Centre, Dhurwa, Ranchi -4 invites Sealed Quotations / Tenders in Two Bid System from government recognized / approved agencies for disposal of BIOMEDICAL WASTE generated in HEC Wellness Centre, Dhurwa, Ranchi -4 on DAILY basis for a period of Five year and may be extended further as per the following terms and conditions, which will govern the contract to be made.

The Contract Shall be governed by the Corporation's General Conditions of Contract.

Eligible agencies may submit their tender.

Each and every page of the original tender paper containing all the terms and conditions and Annexure should be serially numbered and duly signed and stamped by the tenderer and enclosed with Tech Bid.

The envelope containing the tender as well as all subsequent communications should be addressed and delivered to "In-charge Medical, HEC Wellness Centre, Dhurwa, Ranchi -4, by title only and not by name.

Detailed specifications, Terms and Conditions of the BIOMEDICAL WASTE MANAGEMENT SYSTEM are given in the tender document which can be downloaded from the website "www.hecltd.com". The same may be signed and submitted as per procedure mentioned herein.

The tender documents / forms are not transferable.

I. GENERAL

1. QUALIFICATION:- A. The tenderer should be a **Government approved agency** registered with the concerned State Authority i.e., Jharkhand State POLLUTION CONTROL BOARD, The tenderer will have to submit the following **documents duly self attested**.

1. Photocopy of the **Valid License** for the disposal of biomedical waste from hospitals as per BIOMEDICAL WASTE MANAGEMENT RULES 2016 , GOVERNMENT OF INDIA under ENVIRONMENTAL PROTECTION ACT 1986 FROM JHARKHAND STATE POLLUTION CONTROL BOARD.

The agency must have set up a Common OFF-SITE BIO MEDICAL WASTE TREATMENT FACILITY for JHARKHAND in accordance with the standards prescribed in the Biomedical Waste Management rules 2016 by Government of India.

2. Photocopy of the **GST Registration Certificate**. Supplier who is not registered with the GST Authority will not be considered.

B) The tenderer should have his office preferably located within JHARKHAND.

C) The tenderer or his authorized representative should be available / approachable for 24 hours over telephone. The contact Telephone No., Mobile No. and e-mail ID must be provided in the Technical Bids of the Tender.

D) The bidder must have a **minimum experience of two consecutive years** in the field of biomedical waste management.

This should be supported by undertaking on non judicial stamp paper worth Rs 50/- as per enclosed format.(Proforma -3).

E) Mandate form duly signed by the banker and other documents for RTGS purpose should be submitted in Technical Bid.

2. PREPARATION OF TENDER:-

a) The tenderer are advised to submit the tender in **two bids** viz. **Technical Bid** and the **Price Bid** which are to be submitted in separate closed covers Super-scribed Price Bid/Technical Bid and the Tender enquiry No. with Date. Both the sealed envelopes (**The Technical Bid Envelope** and **The Price Bid envelope**) are to be put again in a single sealed envelope super-scribing "TENDER FOR BIOMEDICAL WASTE MANAGEMENT" the Tender enquiry No. with Date and the last due date for submission" and addressed to the In-Charge Medical, HEC Wellness Centre, Dhurwa, Ranchi -4 and submit the same (by hand or by post) in the office In-Charge Medical, HEC Ltd. first floor of this wellness centre before the closing time as per schedule.

b) Signing of Tender : the individual signing the tender or other documents connected with the tender/contract must specify whether he/she signs as:-

i. Sole proprietor of the firm or his attorney?

ii. Register active partner of the firm or his attorney?

i ii. Per procreation?

iv. Manager of the firm?

In case of point No. (ii) above, the photocopy of the Partnership Agreement, General power of Attorney, should be furnished. An affidavit on stamped paper of all the partners admitting execution of partnership agreement or the general power of attorney should be furnished.

In the case of partnership firm, where no authority to refer disputes concerning the business or the partnership has been conferred on any partner, the tender and all other related documents must be signed by every partner of the firm.

A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to constructed that he has authority to sign and if on enquiry it appears that the person so signing has no authority to do so, the purchaser, without prejudice to other civil and criminal remedies, will cancel the contract and hold the signatory responsible for all cost and damages.

In case of **point No. (iv)** above, Authorization from the proprietor(s) in original should be submitted with the Technical Bid.

c) The original tender paper containing all the terms and conditions and annexures should be returned in original, intact, after filling up and signing in full and stamped on each page. If any information or document not submitted, the corresponding space against the same should be defaced by some such words as or 'not submitted' or 'not mentioned'.

All the supportive documents in technical Bid should be submitted duly signed and stamped by the tenderer with date.

The tender is liable to be ignored, if incomplete information is given or any document asked for in the tender are not duly filled or not furnished.

d) Technical Bids should be submitted in Proforma-1, 2, & 3 (the Undertaking) and Annexure- I with all supportive documents and the Price Bid in Annexure- II.

e) In the event of the space on the schedule form being insufficient for the required purpose, additional pages may be added. Each such additional page must be numbered consecutively, bear the tender No. and be fully signed by the tenderer and references to the additional page must be made in the Tender.

f) EMD – Nil

g) Security Deposit : 10% of Contract Value in the form of DD/BG should be submitted by the successful bidder. SD will be refunded after successful completion of work.

BIOMEDICAL WASTE:

1. HEC Wellness Centre, Dhurwa, Ranchi -4 is a 9 bedded (observation) Health Centre engaged in the services of providing various types of healthcare treatment facilities to its beneficiaries and generates biomedical waste as defined under “ biomedical waste management rules 2016” Govt of India/ Government of Jharkhand.

2.The Wellness Centre will SEGGREGATE the Bio Medical Wastes as per guidelines, inside the campus, STORE such segregated wastes in designated COLOUR coded containers/bags prior to collection, transportation, treatment and final disposal by the agency.

3. The Wellness Centre will also label the containers / bags as per guidelines.

4. The approved agency shall collect the Biomedical wastes from the Wellness Centre on DAILY basis at a specified time to suit the convenience of the collection mechanism.

5. The agency should make arrangements for collection, transportation, treatment and final disposal of such Biomedical waste as per norms of JHARKHAND STATE POLLUTION CONTROL BOARD.

6.The Wellness Centre will permit only duly authorized persons with valid IDENTITY CARD issued by the agency during mutually agreed time to inspect and collect the waste from the storage premises meant for the same.

7. The agency should maintain proper records of the details of the biomedical waste collected and also acknowledge the amount of waste handed over and other relevant details in the Wellness Centre Records and registers.

3. DELIVERY OF TENDER:-

The tenders duly complete in all respect, prepared and sealed as mentioned elsewhere are to be submitted (by hand or by post) the same at the Office of In-Charge Medical, HEC Wellness Centre, Dhurwa, Ranchi -4 before the closing time as per the Schedule.

4. OPENING OF TENDER

Tenders are to be opened at the time as mentioned in the schedule, in the I/c. Medical of this Wellness Centre. All tenderers or their authorized representative(s) (**Authorization letter should be brought from corresponding tenderer**), if they desire, may be present at the opening of the Tender at the specified time.

II. ACCEPTANCE OF THE TENDER

The criteria for awarding contract will be fulfillment of Technical conditions as well as offering of the lowest rates quoted per bed of biomedical waste.

Acceptance of the tender of the Technically qualified tenderer will normally be on the basis of minimum rate per bed of biomedical waste quoted by the tenderer. The supplier will be paid GST as applicable.

The tenderer should quote rates as per Annexure

The rate should be quoted in Indian currency only.

Rates quoted should be both in figures and words without any correction.

Rates quoted should not be higher than the rate offered to any other health care service centre.

Successful bidder shall not be entitled to any rate revision for any reason except that allowed by Government of India / Government of Jharkhand.

Copies of order for similar works executed for other Government institutions /reputed hospitals in and around Jharkhand should be included.

RIGHT TO ACCEPTANCE

The In-Charge Medical does not pledge himself to accept the lowest or any tender and reserves to himself all right of accepting the tender.

The hospital authority shall have every right to take any decision after assigning reason in public interest as deemed fit, as regard this contract including certain changes or relax.

LETTER OF OFFER

On finalization of the tender the selected Tenderer will be communicated by a letter of offer. The successful tenderer have to sign Agreement with the In-Charge Medical, of this

hospital within 7 calendar days of this letter and the instructions contained in the letter should be acted upon immediately by the tenderer.

The selected tenderer has to submit a photocopy of the valid GST Clearance Certificate duly self attested within 15 calendar days of the letter of offer.

III. AGREEMENT

1. Contract agreement:-

The successful tenderer would be required to execute contract for BIOMEDICAL WASTE MANAGEMENT as per Government rule with the In-Charge Medical, HEC Wellness Centre, Dhurwa, Ranchi -4 **on Non-judicial Stamp Paper(s) worth Rs. 50/- each** and the cost of the same will be borne by the Tenderer only. The terms & conditions of the tender will be part and parcel of the agreement.

This **agreement** will conclude the contract and be enforceable in law.

2. Arbitration:-

In case of any dispute between the user and the tenderer, arising under the contract or in regard to the interpretation of the terms and conditions of the contract, decision of the In-Charge Medical, Dhurwa, Ranchi -4 or any other officer nominated by him to act as arbitrator in the disputes, shall be final and binding on **all the parties** of this contract.

In case of any disputes, all the legal matters will be settled under the jurisdiction of the court of Jharkhand.

Responsibility of the Agency:

The contact person should be available round the clock over phone.

All the representatives of the agency should be issued VALID IDENTITY CARD.

While it is the responsibility of HEC Wellness Centre to segregate, label and store the biomedical waste, subsequent collection, transport and final disposal of all the biomedical wastes as per government guidelines, the entire responsibility lies with the agency only. HEC Wellness Centre will not be responsible for any consequences arising out of deficiency from the point of collection.

The licenses and other relevant documents should be periodically renewed as and when required during the entire contract period. It is subject to verification by the In-Charge Medical if he so desires.

The collection of wastes should be on DAILY basis excluding HOLIDAYS. All the guidelines by the government departments should be strictly complied with. The motor vehicles used for the transport of the biomedical waste should also have the mandatory clearance from the appropriate authorities apart from the Motor Vehicle Inspector.

Relevant records should be maintained and the agency should also cooperate with the Wellness Centre authorities in maintaining the relevant registers for biomedical waste in the Wellness Centre.

The Agency should impart appropriate training to its own representatives in handling the biomedical waste. Also training regarding safety measures in handling of biomedical waste should be given to personnel handling such wastes including housekeeping staff of HEC Wellness Centre.

No article should be supplied to the Wellness Centre except on requisition in writing signed by the In-Charge Medical or by an officer authorized by him/her in writing to do so.

The contract should NOT be sublet.

Inspection of the premises:

The In-Charge Medical or his/her authorized representative reserves the right to inspect the offsite premises and disposal methods as and when he/she desires.

Reservations:-

The In-Charge Medical reserves the right

- a) To reject any or all tender without assigning any reason whatsoever.
- b) To award contract to any successful agency at its discretion and this will be binding on the tender.
- c) To verify all the original documents related to this tender at any time.

V. BILLING

Presentation of GST INVOICE:-

- (i) The Agency will present their bill in triplicate copies for each month's work executed within three days of the closing of each respective month.
- (ii) **The GST invoice should be as per Govt. norms.**

VI. PAYMENTS

The Agency shall claim payments every month. Payments of the bills prescribed in complete forms and in time will normally be arranged within 15 to 30 days from the date of presentations. However, no claim shall be made by the agency against the HEC Wellness Centre in respect of interest or damage in case the payment is delayed for any reason beyond the control of HEC Ltd.

Payment will be made by HEC HQ/ Finance through RTGS/ECS/Cheque against the bills raised for the work executed on Monthly basis. The Tenderer(s) have to provide Bank details of their firm in the Technical Bid of the Tender along with a cancelled Cheque. While submission of the monthly bill the agency have to submit a confirmation of the Bank detail in every month.

In-Charge Medical

Proforma-1 P12
COMPULSORY DOCUMENTS
(Part of Technical Bid)

Tender No. Medical Division No. HEC/MD/BMW Tender/20-374

Dated: 13.04.2020

| Sl. No. | Particular/ Detail | Submitted or Not | Detail |
|---------|---|------------------|--------|
| 1 | JSPCB License No. | | |
| 2 | Validity of License | | |
| 3 | Registration No. of Agency with Name | | |
| 4 | Latest GST registration Certificate | | |
| 5 | Photocopy of PAN/TAN card | | |
| 6 | EMD submitted | | |
| 7 | Contact Telephone No. and Mobile No. of the tenderer, e- mail ID of the tenderer | | |
| 8 | Original Tender Document signed and stamped on all the pages and serially numbered | | |
| 9 | The individual signing the tender or other documents connected with the tender/contract is i. Sole proprietor of the firm or his attorney? ii. Register active partner of the firm or his attorney? iii. Per procreation? iv. Manager of the firm? (Please specify) | | |
| 10 | Bank Detail for ECS/ RTGS Purpose along with cancelled cheque | | |

Signature of Tenderer with Date & Stamp

Proforma-2
(On Agency's Letter head)
(Part of Technical Bid)
Quality Clause
(Undertaking)

We undertake to maintain the best quality of services in Biomedical Waste disposal, as per terms and conditions if awarded with the contract. We also confirm that all the rules and guidelines issued by the Government of India and Government of Jharkhand (Pollution control board) in this regard will be STRICTLY complied with during the entire contract period.

In case of any deviation from this, we are liable for any legal action taken appropriately by the competent authority.

Signature of Tenderer with Date & Stam

Proforma-3 P14
(On Non-Judicial stamp paper of Rs 50/-)
(Part of Technical Bid)
UNDERTAKING

1. I, the undersigned certify that I have gone through the terms and condition mentioned in the tender document and undertake to comply with them.
2. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest quoted for other institution/ hospital in India.
3. There is no vigilance/CBI case or court case pending against the firm.
4. I hereby undertake to execute the work orders as per directions given in the tender document within the stipulated period.
5. The firm is in business for last two or more consecutive years as on opening of the tender holding valid license issued by the Jharkhand State Pollution Control Board for executing the works related to Biomedical Waste Management as BIOMEDICAL WASTE MANAGEMENT RULES 2016 GOVERNMENT OF INDIA. Further we ensure that the license of the firm will be remain valid till the end of the contract.
6. The firm has not been blacklisted by any organization during last five years. If the information submitted in this tender is found incorrect/false at any time the tender is liable to be rejected.

Date:

Place:

Signature of the Tenderer

Full Name:

Designation:

(Office Seal of the Tenderer)

(Part of Technical Bid)

Tender Reference No. Medical Division No. HEC/MD/BMW Tender/20-374 Dated:13.04.2020

From:-

Telephone No: _____, Mobile No: _____, e-mail ID: _____

To

The In-Charge Medical, HEC Wellness Centre, Dhurwa, Ranchi -4

Sir,

1. I/We hereby offer to execute the work related to Biomedical Waste Management to HEC Wellness Centre, Dhurwa, Ranchi -4 as indicated in the Tender document at the rate given in price bid and agree to hold this offer open till **Five year from the date of contract, and for further period if extended**. I/We shall be bound by a communication of acceptance dispatched within the prescribed time.

2. I/We have understood the instructions to the tenders and conditions of contract in the schedule to the tender from and accept them.

3. I/We am/are fully aware of the nature of work to be executed and I/we offer to work strictly in accordance with the requirements.

4. I/We agree to abide by the conditions of tender and the schedule to the tender and specifically to the arbitration clause of the contract.

5. I/We enclose:-

a) Original Tender Notice and schedules to the Tender duly signed and Stamped.

b) Copy of valid License issued by State Pollution Control Board.

c) GST /Sales Tax/Vat Registration Certificate

d) Photocopy of PAN/ TAN Card.

e) Name and address of their banker along with other document and a cancelled cheque for ECS purpose.

f) Undertaking on Non-judicial Stamp paper of Rs 50/- towards experience of the agency in business for last two consecutive years.

Signature of Tenderer with Date & Stamp

Annexure-II

Tender Reference No. Medical Division No. HEC/MD/BMW Tender/20-374 Dated:13.04.2020

PRICE BID
TENDER FOR BIOMEDICAL WASTE MANAGEMENT IN HEC WELLNESS CENTRE,
Dhurwa, Ranchi -4

Name and address of the Tenderer:

Telephone No., Mobile No, e-mail ID of Tenderer:

Bank PAN No/TAN No.:

GST Registration No.:

License No., date of Issue and Validity:

I/We hereby offer to execute the work related to Bio Medical Waste management in HEC Wellness Centre, Ranchi -4 as indicated in the Tender document at the rate given below and agree to hold this offer open till Five year from the date of contract, and for further period if extended.

| S. No. | Description of work | Rates quoted for per bed per day (inclusive of all charges and taxes (if any) (in figure) | Rates quoted for per bed per day (inclusive of all charges and taxes (if any) (In words) |
|--------|--|---|--|
| 1. | Disposal of bio medical waste including Collection, Transporation Treatment and disposal of bio medical waste generated in the HEC Wellness Centre, Dhurwa, Ranchi -4 as per Jharkhand State Pollution Control Board Norms of Bio Medical Waste (management and Handling) Rules 1998 and its amendments If any in force. | | |

Signature of Tenderer with Date & Stamp

NB: - Original to be submitted Blank in Technical Bid, duly signed and stamped.
In Price Bid, photocopy of the same is to be submitted, duly filled, signed and stamped.