



# WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED

(wholly owned by Government of West Bengal)

Under Department of Health & Family Welfare

Regd. Address : Swasthya Sathi, Swasthya Bhawan Premises, GN-29, Salt Lake, Sector-V, Kolkata – 700 091

Contact : (033)40340427 ♦ email: ml@wbmsc.gov.in ♦ Fax-(033)40340400

**Memo no. WBMSCL/RFP-61/2023**

**Date: 10.02.2023**

## Section-1

### Request for Proposal (RFP) / BID

#### Through Limited Enquiry

for

*Purchase of 10(ten) Bike Ambulance hood*

Proposal Issuing Authority : West Bengal Medical Services Corporation Limited,  
Under Health & Family Welfare Department,  
Government of West Bengal.  
(Hereinafter referred to as WBMSCL)

Address : Swasthya Sathi Building, Swasthya Bhawan Premises,  
GN-29, Sector-V, Salt Lake, Kolkata-700091

Contact Details : Managing Director,  
West Bengal Medical Services Corporation Ltd.  
Tel: (033) 40340307 / (033) 40340319  
Fax: (033) 40340400  
Email: ml@wbmsc.gov.in

Managing Director, WBMSCL invites proposals from interested organization for purchase of 10 Bike Ambulance hood

#### 1. RFP Schedule

SI No	Particulars	Date & Time
1	Date of issue of RFP documents	11 .02.2023; 05:00 PM
2	Pre Bid meeting at Conference Hall, 2 <sup>nd</sup> Floor, Swasthya Sathi, Swasthya Bhawan Campus, Sector-V, Salt Lake, Kolkata-700091	15.02.2023; 4:00 PM
3	Bid Submission Closing Date and Time	06 .03.2023; 02:00 PM
4	Date of opening of Financial Proposal	06.03.2023; 03:00 PM

2. Tenderer may download the tender document from the e-tender portal of Govt. of West Bengal at [wbtenders.gov.in](http://wbtenders.gov.in) and the website of WBMSCL at [www.wbmsc.gov.in](http://www.wbmsc.gov.in). The submission of bids should only be through online at [wbtenders.gov.in](http://wbtenders.gov.in). Earnest money should also be submitted online only.

3. In the event, any of the specified dates as above being declared a holiday or office of WBMSCL HQ being closed on such date. The event of the specified date will be taken up on the next working day at the same time.

**Managing Director**  
**West Bengal Medical Services Corporation Limited**

**Section-2**  
**Terms of Reference (TOR)**  
**for**

Purchase of 10(ten) bike Ambulances hood

**1. Introduction**

West Bengal is the only state in the country which has adopted universal free treatment in all state run hospitals. Government of West Bengal has taken various initiatives to make positive impact in the health sector in West Bengal apart from committed focus on providing best-in-class healthcare infrastructure, state-of-the-art equipment, specialized facilities and quality service delivery at the Medical Colleges and hospitals of different tiers owned by the State. WBMSCL is committed to provide ambulance services also at different corner of the State.

**2. Scope of services**

1. Rectangular patient accommodating cab is made with Base frame is made with GI pipe having 40mm OD & 4mm wall thickness or Rectangular (40mm x 40 mm) seamless square tube.
- 2 One appropriate size of wheel to be fitted to car with hydraulic shocker.
- 3 One stretcher (65 inch X 15.5inch) mounted in side car. Base seat to be made with 12 mm ply wood, base seat foam thickness 3" foam, back rest 2" thickness foam and color of the fabric Rexene is blue .
- 4 Car bottom 2 mm aluminium Chequered plate.
5. One First Aid Box to be made back side bottom of seat and opening to be made at rear and locking provision to be made.
- 6 Portable Oxygen cylinder to be fitted right side of car and regulator with musk to be fitted in inside.
7. Carrying capacity of the stretcher -150 kgs
8. Chassis Suspension type-coil spring and dual shocker with canister absorber.
9. Tracking width (side car tire to motor cycle tire)- 45 to 46 inch. Side car should be constructing and mounted with the motor cycle in such a manner so that ambulance can provide maximum comfort to the patient as a rider even during movement in even and kacha road.

Top cover/ Hood:

Top cover frame to be made with 20 MM seamless square tube/ pipe, in suitable shape the total length of top cover not less than 1700 MM. ABS sheet to be covered to the frame top and both sides, and rear. Ventilation to be provided in rear at both sides in such a way that water should not enter in inside .ABS Sheet to be made transparent at rear sides and front top portion in such way that patient should be visible. In the front of the side car canopy should be fitted.

Mounting patient tub and top cover:

Top cover is mounted to patient tub rear side in swivel way with 55 inches, Top cover and patient accommodating cab mounted with pneumatic shockers to keep the top cover in keep open condition when top cover is lifted. Front end of the top cover is locked with bonnet locking locks at left & right.

Electrical:

1. Front and rear indicators to be fitted
2. Inside car on light provision to be made.
3. One buzzer to be fitted and switch to be fitted near to patient to easy operation to alert the technician while on driving for any need.
4. One Beacon light to be fitted on car top cover.
5. One siren to be fitted.

### Tender Call Notice

Sealed tenders are invited from the eligible bidders as per the eligibility criteria for supply of 10(ten) Bike Ambulance hood.

1. Technical Bid should contain as follows :

- 1) Checklist with details of the documents enclosed with page number. The document should be serially arranged and should be securely tied and bound.
- 2) Manufacturing unit / supplier, who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting. They should submit a declaration about this by a Notary Public.
- 3) List of item (s) Quoted individually in the prescribed format (Annexure – II).
- 6) Copies of organization PAN .
- 7) Copy of organization Income Tax Acknowledgement Report (Financial Year 2020-21) and copy of the audited financial statement for the last three financial year i.e. 2019-20, 2020-21 & 2021-22.
- 8) Photocopy of the GST Registration Certificate.
- 9) Copy of Valid Manufacturing License of the manufacturer (s) / Import License by the Importer (also to be submitted by the authorized distributor).
- 10) OEM authorization- Tender specific authorization.
- 11) Purchase order copy-Bidder should have supplied minimum 50% of the bid quantity to any organization.
- 12) Self attested photocopy of valid ISO certificate In case of distributor, a valid authorization certificate required to submit from manufacturer.
- 13) All the tender documents must be signed by the bidders at the bottom of each page with his official seal duly affixed.
- 14) Warranty of minimum of 12 months. An undertaking to be submitted by the bidder.
- 15) Must have performance certificate of previous supply.
- 16) Leaflet / Technical Brochures of the products/item offered.

17) They must quote the rates inclusive of excise duty, insurance(5 years comprehensive plan), packing, forwarding, freight (door delivery) and exclusive GST ( if any ) for complete structure of bike Ambulance hood and should submit a self declaration about this.

19) They must submit the undertaking that they will supply the stocks within thirty days after receipt of the purchase order from the office. In case of non-supply, the authority may allow extension for a maximum period of 02(two) weeks(14 days) after the stipulated date of supply with a penalty of 0.5% per week, which will be deducted from the purchase order value as "Liquidated Damage".

20) The supplier must have a minimum average turnover of Rs. 1.00 crore or more in the last three financial years i.e. 2019-2020,2020-2021 & 2021-2022 and copy of the audited financial statement for the last three financial years i.e. 2019-2020,2020-2021 & 2021-2022 (trading account, P/L and balance sheet).

21) All documents must be self- Attested with Seal of the organization.

3)General condition:

2) Any tender documents received after the due date & time will be rejected and returned to the sender unopened.

3) Violating the tender terms and conditions & non-supply / partially supply / supply, which is not as per technical specification, will be declared as Blacklisted and disqualify the firm to participate in any tender for a period of next 03 (three) years from the date of issue of the letter and their E.M.D. will be forfeited.

4) Tender documents must be typewritten or computerized, failing which the bidders will be ineligible for consideration. No further correction will be allowed.

4. TERMS OF PAYMENT:

A. No advance payment towards cost of will be made to the tenderer.

B.90% payment will be made after successful supply of the items to the supplying firm and remaining 10% payment will be made after 6 months of supply of material with satisfactory of products quality.

C. No claims shall be made in respect of interest on earnest money deposit or security deposit or any delayed payment or any other deposit.

**3. Role of WBMSCL**

- i) Selection of vendor who will supply 10(ten) Bike Ambulance hood for Health & Family Welfare Department, Govt. of West Bengal

**4. Deliverables & Terms of Payment**

**The vendor on selection will provide the bike ambulances hood ready to move on the roads. After that they will submit invoice at WBMSCL.**

**Section - 3**  
**Request for Proposal**

**Proposal Submission**

Applicants are required to submit their bid ONLINE through e-tender portal of Govt. of West Bengal on [wbtenders.gov.in](http://wbtenders.gov.in) containing two separate cover comprising of -

- a. Fee/PreQual/Technical
- b. Finance

(a) The Technical submission shall contain:

- i. Details of the Applicant in format attached in **Appendix - I**
- ii. The company background and capability statement supported by copy of certificate of company registration / incorporation, copy of PAN, copy of GST, financial statements and certified turnover certificates for last 3 years.
- iii. EMD of Rs. 5,00,00/- should be submitted ONLINE through e-tender portal of Govt. of West Bengal on [wbtenders.gov.in](http://wbtenders.gov.in).
- iv. Experience of similar assignments completed in last 2 years along with list of clienteles supported by documentary testimonials / work order / completion certificate, etc.
- v. All other documentary evidence to support the above credentials where applicable.

(b) Applicants are required to fill up financial proposal in format attached in **Appendix –II**.

- i. The financial quote shall include all professional fee, travel, and boarding and lodging, communication expenses, etc.
- ii. The financial quote shall be inclusive of all taxes and duties. However, all applicable taxes and duties have to be mentioned separately as per statutory norms.
- iii. No conditional proposals will be accepted.
- iv. In case of discrepancy in figures & words, financial quote in words will be accepted.
- v. All payment shall be made after making appropriate deduction such as TDS and other statutory deductions as per norms.

**Award of contract**

- i. The selected applicant shall be the one with lowest financial basic quote.
- ii. Letter of intent/ award letter would be issued within 15 days of declaration of result.
- iii. The selected supplier should submit Performance Bank Guarantee (PBG) @ 3% of the contract value within 14 days from the date of receipt of Award of Contract. The PBG should remain valid for a period of at least 24 months from the date of issuance of PBG.
- iv. A formal contract will be signed between the selected Agency & WBMSCL on receipt of PBG.

**Section - 4**  
**Information Memorandum**

**1.1 General**

WBMSCL includes its successors and permitted assignees as decided by the Government of West Bengal at any time.

**1.2 Validity of Proposals**

The financial quote shall remain valid till 2 years from the date of signing of the contract.

**1.3 Cost of Proposal Preparation**

The applicants are expected to carry out at own cost any survey, investigation and other detailed examination of information for preparation and submission of their recommendation.

**1.4 Right of Rejection**

- (a) The WBMSCL reserves the right to accept or reject any proposal and to annul the selection process and reject all proposals, at any time without notice and shall not have any liability or obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
- (b) At any time, if a material misrepresentation is made or discovered, or, the applicant does not provide, within the time specified, the supplemental information sought for purposes of evaluation can lead to the rejection of the proposal or cancellation of award of contract.
- (c) An applicant shall not have a conflict of interest that affects the selection process. Any applicant found to have a conflict of interest shall be disqualified.

**1.5 Amendment of RFP**

- i. At any time prior to the proposal submission due date, WBMSCL may, for any reason, whether at its own initiative or in response to clarifications requested by a applicant, modify the RFP by the issuance of Addenda/ Corrigenda.
- ii. The WBMSCL may, in its sole discretion, extend the proposal submission due date by issuing an addendum uniformly for all applicants.

**1.6 Proprietary data**

All documents and other information provided by WBMSCL or submitted by a applicant shall remain or become the property of WBMSCL. Applicants and the selected agency, as the case may be, are to treat all information as strictly confidential. WBMSCL will not return any proposal or any information related thereto. All information collected, analysed, processed or in whatever manner provided by the selected applicant to WBMSCL in relation to the services shall be the property of WBMSCL.

**1.7 Fraud and Corrupt Practices**

The applicants and their respective officers, employees, agents and Advisers shall observe the highest standard of ethics during the bidding process and during the subsistence of the services. Notwithstanding anything to the contrary contained herein, WBMSCL may reject a proposal, withdraw or terminate the services, without being liable in any manner whatsoever to the applicant, if it determines that the applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the bidding process.

## 1.8 Remedial Measures

Should the services set out in the Terms of Reference are not delivered within the specified time schedule or not in accordance with the requirements of the RFP, WBMSCL shall after granting 30 days to cure the breach, be at liberty to terminate the contract, wholly or to the extent of such default.

In the event WBMSCL takes help of any third party to rectify the breach on emergency basis, the cost incurred in such an event shall be recovered from any amount payable to the selected agency.

## 1.9 Termination

WBMSCL shall be entitled to terminate the services with the selected agency with prior notice of forty five (45) days, in case of breach of any conditions, provisions or stipulations of the Terms of Reference for selection or non-performance that is not cured within forty five (45) days of issue of notice.

## 1.10 Arbitration

All disputes or differences arising out of or in connection with the services with the selected agency shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the services or relating to performance, which cannot be settled amicably, may be resolved through arbitration under the Arbitration and Conciliation Act, 1996.

Agreement with selected agency shall be governed and construed in accordance with the laws of India. Courts of Kolkata shall have exclusive jurisdiction in all the matters.

## 1.11 Patents and other Intellectual and Industrial Property Rights

The financial quote shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks and payments for any other intellectual and industrial property rights.

## 1.12 Indemnity

The selected agency shall indemnify WBMSCL, for an amount not exceeding the financial quote of the selected bidder, against all claims from third party at any time on account of the infringement of any or all the rights, whether such claims arise in respect of service or use and for any direct loss or damage caused to WBMSCL.

## 1.13 Confidentiality

- (a) Selected agency shall treat all information provided to it or obtained otherwise in connection with the services as confidential and not use the same partially or totally for any purpose without the prior written approval of WBMSCL.
- (b) Deliverables of the selected agency shall be of exclusive ownership of WBMSCL and / or its designated agencies, as applicable.

## 1.14 Force Majeure

Neither party shall bear responsibility for the complete or partial non-performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the Terms of Reference), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, Blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control.

1.15 Penalty for delay

Failure to complete any of the services specified in the scope of services within timeline or within the extension period granted by WBMSCCL as mentioned above, shall constitute a breach, in which case the 5% of the financial quote shall stand forfeited or to be recovered from the selected agency without prejudice to any other rights or remedies.

1.16 Communication & Contact Information

All communications and queries regarding this Request for Proposal (RFP) shall be addressed to:

**Managing Director, WBMSCCL**  
**Swasthya Sathi Building, Swasthya Bhawan Premises**  
**GN-29, Sector-V, Salt Lake, Kolkata-700091, West Bengal**



Annexure-I

**Details of applicant**

*(In case of consortium, if permissible, details of each member of the consortium are to be furnished)*

1. General
  - a) Name:
  - b) Country of incorporation:
  - c) Address of the corporate headquarters and its branch office(s), if any, in India:
  - d) Date of incorporation and/ or commencement of business:
2. Brief description of the company including details of its main lines of business -
3. Details of individual(s) who will serve as the point of contact/ communication for the applicant:
  - a) Name:
  - b) Designation:
  - c) Company:
  - d) Address:
  - e) Telephone Number:
  - f) E-Mail Address:
4. Particulars of the Authorized Signatory of the applicant:
  - a) Name:
  - b) Designation:
  - c) Address:
  - d) Phone Number:
  - e) Fax Number:
5. Undertaking:

I/ we hereby declare that our organization has not been declared ineligible or not currently blacklisted by central/ state government or any entity controlled by it from participating in any project which continues as on date.

I/ we hereby also declare that there is no conviction against our organization in any Court of law.

Place:

Date:

(Signature and name of the authorized signatory of the applicant with seal)

LIST OF ITEMS QUOTED

SL NO.	Tender Quoted Sl.No.	Name of the item	Manufacture Name	Make	Model Name	Specification submitted by the Bidders  (mention details)

Signature of the Bidder with seal

Annexure-III  
CHECK LIST

<u>SL.NO.</u>	<u>List of Tender Documents Submitted</u>	<u>Yes</u>	<u>No</u>	<u>Page No.</u>
1	Cover "A"- Technical Bid			
2	Cover "B"- Price Bid			
3	Declaration by <b>Notary Public regarding blacklisted</b> of manufacturer/ supplier either by the Tender inviting authority or by any state Govt. or Central Govt. organization.			
4	Self attested photocopy of organization Pan.			
5	Self attested photocopy of organization Income Tax Acknowledgement Report (Financial Year 2021-22).			
6	Self attested photocopy of the GST registration certificate.			
7	Self attested photocopy of valid manufacturing Licence of the manufacturer (s)/ Import Licence by the Importer (also to the submitted by the authorized distributor)			
8	All the tender documents must have been signed by the bidder at the bottom of each page with his official seal duly affixed.			
9	Umdertaking regarding they will supply the stocks within thirty days after receipt of the purchase order from this office.			
10	Declaration regarding the supplier shall have a minimum average turnover of Rs. 1 Crore or more in the last three year financial years i.e.2019-20, 2020-21 & 2021-22 for verification of turnover.			
11	Purchase order copy – Bidder should have supplied minimum 50% of the bid quantity to any GOVT. Organisation.			
12	OEM-Authorization-Tender Specific Authorization			
13	Warranty- 12 months. An under taking to be submitted by the bidder			

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