



MYRADA
(Mysore Resettlement and Development Agency)

Open Tender Enquiry

BID DOCUMENT
FOR

Procurement of Medical Equipment (Glucometer, BP apparatus and its related consumables, pulse oximeter)

Bid Ref.No: RFP/2023/0011/0001

Address and contact details

<p>MYRADA, No. 2 Kempegowda Service Road, (near Domlur Post Office), Domlur Layout, Bengaluru, Karnataka 560071 www.myrada.org Email: myrada@myrada.org myradaglb11@gmail.com Landline no: 08025353166, 25352028.</p>	<p>MYRADA Mr. S D Kalyanshetti, Programme Officer, MYRADA (TB-NCD Project) Dist. Office MYRADA, H No 1-1166/3E, 1st Floor, Aiwan -E-Shahi Colony, Kalaburagi Karnataka, 585102.</p>
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KEY INFORMATION

Issuance Date	06.11.2023
Last Date and Time for receipt of request for clarifications/ queries	13.11.2023, 5:00 pm
Pre-Proposal meeting* Date, Time and Venue	15.11.2023, 3:00 pm, MYRADA head Office, Domlur Layout, Bangalore.
Last Date, Time, and Place for receipt of Bids	20.11.2023, 3:00 pm MYRADA head Office, Domlur Layout, Bangalore.
Date, Time, and Place for opening of technical bids	21.11.2023, 11:00 am

MYRADA hereby invites proposals from the eligible and qualified Bidder for Procurement of Medical Equipment (Glucometer, BP apparatus, and its related consumables) as per detailed technical specifications in Section III, Consignee/Delivery location in Section IV Packaging detail in Section V, Financial proposal form in **Section – VI**. Bidders are selected and evaluated according to **the Least Cost Selection (LCS)** method.

1. Interested Bidders may obtain further information from the office of MYRADA and inspect the Bid Documents at the address given above from 10:00 to 16:00 hrs. (IST) on all working days.
2. Bidders may download the RFP document from the website www.myrada.org
3. The bidders, who have downloaded the Bid Documents, shall be solely responsible for checking the MYRADA website for any addendum/amendment, which shall be issued only MYRADA website, after publication of this RFP and take the same into consideration while preparing and submitting the their bids.
4. Bidders should send their written request for clarifications to MYRADA by email up to 6:00 pm hours on 13/11/2023 at myradaglb11@gmail.com
5. The Proposal must be delivered up to 3:00 pm hours on (date to be mentioned) at the address mentioned above. The technical bids will be opened at 3:30 PM (mention the date) in the presence of the bidders' representatives, who choose to attend the technical proposal opening. Additionally, the Bidder needs to submit a soft copy of the technical proposal on a USB drive to be included in the submitted technical envelope.
6. At any time prior to the deadline for submission of the proposal, MYRADA may, for any reason deemed fit by it, modify the RFP document by issuing suitable amendment(s) to it. Such amendment(s) will be notified on the MYRADA website (www.myrada.org) only. Any Bidders who have downloaded the RFP should check for amendments, if any, issued on the MYRADA website and MYRADA will not issue a separate communication to them. MYRADA shall not be responsible in any manner if the prospective bidders miss any notifications placed on the above website.
7. MYRADA will not accept any proposal which will be received after the stipulated date and time mentioned above in the Table.

SECTION – I

INSTRUCTIONS TO BIDDERS

A. INTRODUCTION	
1. Documents Establishing Conformity of Goods and Services to Bidding Documents	1.1 The Bidder shall furnish as part of its Bid the documentary evidence whichever is specified.
2. Cost of Bidding	2.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Purchaser will in no case be responsible or liable for those costs.
B. THE BIDDING DOCUMENTS	
3. Clarification of Bidding Documents	3.1. A prospective bidder requiring any clarification regarding specification, required services, and conditions of contract/ agreement, etc. given in the document may submit a written request for clarifications to MYRADA by email up to 9:30 am to 6:00 pm hours on 13/11/2023 at myradaglb11@gmail.com . The subject specifically should mention “Query of Myrada TBNCD Project Bid 1023”
C. PREPARATION OF BIDS	
4. Documents Constituting the Bid and Bid Submission	<p>4.1. The Bid should be addressed and submitted to the “MYRADA with address” in HARD COPIES (1 Original and 2 copies of the Technical Proposal and 1 Original of the Financial Proposal) and should reach this office on or before 20/11/2023 by 03:00 PM.</p> <p>4.2. Additionally, the Bidder needs to submit a soft copy of the technical proposal on a USB drive to be included in the submitted technical envelope.</p> <p>4.3. The documents listed in ITB Para 4.5 below shall be evaluated by the Purchaser. The Bids which do not conform to the specified requirements will be rejected as technically non-responsive / disqualified Bids.</p> <p>4.4. Thereafter, the Price Bids of all technically qualified bidders shall be evaluated and compared by the Purchaser. A contract shall be awarded to the Bidder who has been determined to be the lowest evaluated substantially responsive Bidder. The determination of the bidder quoting the lowest evaluated cost shall be based on the comparison of the evaluated bid price which should be inclusive of delivery charges. The bid should be inclusive of the cost of goods, all duties and taxes, and other charges (like transport, testing insurance, etc.).</p> <p>4.5. The Technical Bid submitted by the Bidder shall comprise the following:</p> <p>a) The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of brochures / technical literature if any.</p> <p>b) Copy of three years of ITR (FY 2020-21, 2021-22, 2022-23), PAN, and GST registration.</p>

	<p>c) Confirmation for acceptance of all Terms & conditions of the RFP.</p> <p>d) Confirmation for acceptance of bid validity for 90 days.</p> <p>e) Confirmation of Delivery Timeline - 1st Tranche: The material should be delivered within 15 days from the date of receiving the purchase order and 2nd Tranche: The delivery of the material should be completed within 30 days following the receipt of the communication email from MYRADA.</p> <p>a) An undertaking (self-certificate) that the bidder hasn't been blacklisted by a central / state Government institution /World Bank/Global Fund and there has been no litigation with any government department on account of similar services.</p> <p>In case the Bidder does not comply with any of the conditions as stated in para 4.5 above, the Bid will be rejected and will not be considered for the next stage i.e., opening of the Financial proposal.</p> <p>b) The determination of the bidder quoting the lowest evaluated cost shall be based on the comparison of evaluated bid price which should be inclusive of delivery to consignee site basis. The bid should be inclusive of the cost of goods, all duties and taxes, and other charges (like transport, testing insurance, etc.).</p> <p>4.6 The Financial Bid should be submitted in the price format provided in Section VI in the sealed envelope.</p>
5. Bid Prices	<p>5.1 The Bidder shall indicate on the Price Schedule as per the price format provided in Section VI.</p> <p>5.2 The Bidder must submit bids for all items listed under each schedule in Section V, failure to do so will result in the rejection of the bid.</p> <p>5.3 The prices quoted by the bidder should be on a firm and fixed basis during the performance of the contract, except for duties and taxes on finished goods. A bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.</p>
6. Currencies of Bid	6.1. Prices shall be quoted in Indian Rupees only.
7. Period of Validity of Bids	<p>7.1 Bids shall remain valid for the period of 90 days after the date of bid submission specified in the document.</p> <p>7.2 In exceptional circumstances, prior to the expiry of the original bid validity period, the Purchaser may request that the Bidders extend the period of validity for a specified additional period. The request and the responses thereto shall be made in writing.</p>
8. Alternative Proposals by Bidders	8.1. Alternative bids shall not be accepted. The bidder should not submit more than one bid.
9. Format and Signing of Bid	<p>9.1. The bids consisting of the documents listed in this document shall be typed or written in indelible ink and signed by the Bidder or persons duly authorized to bind the Bidder to the Contract.</p> <p>9.2. Any interlineations, erasures, or overwriting to correct errors made by the Bidder should be initiated by the person or persons signing the bid.</p>
D. Submission of Bids	

<p>10. Sealing and Marking of Bids</p>	<p>10.1. The Bids should be submitted in double cover (Technical and Financial bid) duly sealed and prominently specifying “RFP No. RFP/2023/0011/0001 for medical equipment procurement on or before 20/11/2023 at 03:00 PM.</p> <p>10.2. Additionally, the Bidder needs to submit a soft copy of the technical proposal on a USB drive to be included in the submitted technical envelope (only technical documents as per clause 4.5, if any financials are submitted with technical, the bid will be rejected.)</p> <p>10.3. The Bids, that are not received duly sealed, mentioning this RFP number and last date of receiving will not be accepted.</p>
<p>11. Deadline for Submission of Bids</p>	<p>11.1. The Bids should be submitted on or before 20/11/2023 at 3.00 pm. The Purchaser may, at its discretion, extend the deadline for the submission of bids.</p>
<p>12. Modification and Withdrawal of Bids</p>	<p>12.1. The bids can't be withdrawn or altered after the due date and time for the submission of bids.</p>
E. OPENING AND EVALUATION OF BIDS	
<p>13. Bid Opening</p>	<p>13.1 The financial bids shall be opened by the Bid Opening Committee, at MYRADA office, by the Purchaser in the presence of the Bidders' authorized representatives who choose to be present, enabling them to participate in the proceedings. Details of the same will be shared with the technically qualified bidders.</p> <p>The Bidder's attendance at the opening of the proposal is optional and is at the Bidder's choice.</p>
<p>14. Clarification of Bids</p>	<p>14.1 During the evaluation of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted, except to correct arithmetic errors identified by the Purchaser in the evaluation of the bids.</p>
<p>15. Examination of Technical Bids and Determination of Responsiveness</p>	<p>15.1 The Purchaser's determination of the responsiveness of a Technical Proposal is to be based on the contents of the Technical Proposal itself.</p> <p>15.2 The Purchaser will examine the technical bids to determine whether they are complete, whether the documents have been properly signed, and whether the bids are generally in order.</p> <p>15.3 The Purchaser may waive any minor informality, nonconformity, or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.</p>
<p>16. Evaluation and Comparison of Bid</p>	<p>Preliminary Evaluation of Bids</p> <p>16.1 The Purchaser shall examine the Technical Proposal to confirm that all documents and technical documentation requested in the RFP have been provided and to determine the completeness of each document submitted.</p> <p>16.2 The Purchaser shall confirm that the required documents and information have been provided in the Technical Proposal.</p> <p>16.3 Likewise, following the opening of Price Proposals, the Purchaser</p>

	<p>shall examine the Price Proposals to confirm that all documents and financial documentation have been provided and to determine the completeness of each document submitted.</p> <p>Evaluation of Price Bids</p> <p>16.4 The Purchaser shall evaluate the Price Proposals of each Bid for which the Technical Proposal has been determined to be responsive.</p> <p>16.5 The Purchaser’s evaluation of a bid will take into account the total cost of the requirement inclusive of all duties, taxes, delivery, and other charges</p> <p>16.6 The contract shall be awarded only to the bidder who is the substantially technically responsive and financially lowest bidder for each schedule.</p> <p>16.7 The Purchaser shall compare all substantially responsive bids to determine the lowest evaluated bid.</p>
F. AWARD OF CONTRACT	
17. Award Criteria	17.1. The purchaser will award the Contract to the Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid for each schedule.
18. Purchaser’s Right to Accept Any Bid and to Reject Any or All Bids	18.1. The Purchaser reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders. No reason for such action of Purchaser shall be given.
19. Purchaser’s right to vary quantities during the currency of the contract	19.1. The purchaser reserves the right to increase or decrease the quantity of goods by 25% during the contract period.
20. Performance Security Amount / Bank Guaranty	<p>20.1 The Bank Guarantee will be 5% of the Contract / Purchase Order value which has to be submitted within 15 days from the date of issue of the purchase order value which will be valid up to 30 days after the date of delivery of the material as per PO period and including warranty obligations.</p> <p>20.2 In the case of replacement of defective material during the warranty period, the warranty for the corrected/replaced material shall be extended to a further period of initial warranty and the Performance Bank Guarantee for the proportionate value shall be extended 90 days over and above the extended warranty period.</p>

SECTION II.

General Conditions of Contract/Order

1. Packing	1.1 The Bidder shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract.
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	<p>1.2 The packing, marking, and documentation within and outside the packages shall be Packing Instructions: The Supplier will be required to make separate packages for each Item.</p> <p>Each package will be marked with proper paint/indelible ink with the following:</p> <ul style="list-style-type: none"> • Name and contact information of the consignee.
2. Delivery and Documents	<p>3.1. Bidder must deliver the Goods to the consignee/delivery location; details are given in Section – IV.</p> <p>3.2. Documents to be submitted to the purchaser: - Upon the delivery of the Goods, the Bidder shall notify the Purchaser in writing and deliver to the Purchaser the following documents.</p> <ol style="list-style-type: none"> i. One original commercial invoice, indicating MYRADA as the Purchaser, the Contract/order number, 'Goods' description, quantity, unit price, and total amount. Invoices must be signed in the original and stamped or sealed with the company stamp/seal. ii. One original Acknowledgement of receipt of Goods/ Consignment Receipt Certificate (CRC) on Receipt of the item by MYRADA.
3. Payment	<p>4.1 The method and conditions of payments to be made to the Bidder shall be paid upon under this contract shall be as follows: -</p> <ol style="list-style-type: none"> a) 100% of the contract value upon completion of supply of materials within 30 days of submission of original Invoice with supporting document (acceptance of material) or mutual agreement.
4. Prices	<p>5.1. Prices charged by the Bidder for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Bidder in its bid for the duration of the Contract. Prices shall be fixed and firm for the duration of the Contract and cover all costs up to the designated delivery point, which includes transportation, loading, unloading, and any other applicable expenses. However, GST (as and when applicable) payable shall be paid as applicable at the time of supply.</p>
5. Liquidated Damages	<p>6.1. If the Bidder fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the contract prices as liquidated damages, a sum equivalent to the 0.5 percent per week or part thereof of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the 10 percent of the value of delayed Goods. Once the maximum is reached, the Purchaser may consider termination of the contract.</p>
6. Jurisdiction	<p>7.1. All disputes arising out of the contract shall be subject to the jurisdiction of the appropriate court in Bangalore, India, only.</p>

Section - III
TECHNICAL SPECIFICATION

S. No.	Description	Technical Specifications
SCHEDULE -I		
1	Blood Glucose Monitoring System - Glucometer	<p>Sample volume < 0.5 microlitres.</p> <p>quantitative values shall be clearly presented in display and in mg/dL.</p> <p>Results available in less than 30 seconds.</p> <p>LCD display, simple test menu.</p> <p>Handheld device, 3V Lithium battery</p> <p>Battery should support for minimum of 1000 to 1500 tests</p> <p>Storage for at least 200 to 300 test results.</p> <p>Provider should support in calibration/maintenance of the equipment</p> <p>Minimum of one year warranty from the date of purchase. If the device is found malfunctioning during the time of delivery or in the warranty period, the provider will have to take responsibility for the replacement and bear the cost of replacement</p>
2	Blood glucose test strips	<p>Sample volume < 0.5 microlitre or tiny drop of blood</p> <p>All strips should have at least 12 12-month expiry date from the date of production. Strips should not have open expiry is preferred</p> <p>Between 4 to 40 degree Celsius</p> <p>Each box should contain a minimum of 50 Strips</p> <p>If strips have physical damage or are defective or missing, the provider will take the responsibility for replacement</p>
3	Lancets	<p>Should be sterilized with gamma radiation and have a protective cap sealed.</p> <p>Single-use sterile lancets</p> <p>Capillary blood</p> <p>Each box should contain minimum of 50 numbers</p> <p>If lancets have physical damage or are defective or missing, the provider will take the responsibility for replacement</p>
SCHEDULE-II		
4	Blood pressure monitoring system – Digital BP apparatus	<p>LCD Digital Display</p> <p>Pressure: 0 to 300 mmHg ; Pulse - 40 to 180/min</p> <p>Pressure: ±3mmHg or 2% of reading ; Pulse - ±5% of reading</p> <p>Automatic by electric pump and pressure release valve with standard adult arm cuff</p> <p>Provider should support in calibration/maintenance of the equipment</p> <p>Minimum of one year warranty from the date of purchase. If the device is found malfunctioning during the time of delivery or in the warranty period, the provider will have to take responsibility for the replacement and bear the cost of replacement</p>
5	Rechargeable Batteries with charger 4AA 2800 MH – for Digital BP apparatus	<p>Ultra-Fast Rechargeable with high capacity Batteries with Charger for AA/AAA Ni-MG/Ni-Cd rechargeable Batteries & having LCD light, with 4xAA 2800 mh Rechargeable Batteries, with Over Charge Protection</p> <p>Charging by IC control, with -V intelligent Cut-Off the rapid charging function, The LCD will be ON & show its background colour after being connected to the power adaptor. There is a "CHG" showing on the LCD after the battery is loaded.</p>

		If rechargeable batteries have physical damage or are defective or missing, the provider will take responsibility for the replacement.
6	Spirit/savlon 100 ml	Savlon Antiseptic 100 ml Liquid an effective antiseptic formula containing Chlorhexidine Gluconate and Cetrimide.
7	Cotton roll 125 gms	Surgical Cotton Roll is mainly used for medical purposes 100% cotton. Quick absorbency conforms to International Standards (IP/BP/USP). Suitable for cleaning and swabbing wounds.
8	Plastic Pouch (to keep medical waste)	10 X 15 CM Zip Lock Pouch Reusable Resealable. 0.5 MM thickness
9	Surgical Hand gloves	Non Sterile Surgical Gloves – size 7.5 cm Each box should contain minimum of 100 numbers
10	Pulse oximeter	Accuracy: $\pm 2\%$ Measuring range – 60 to 100% 2 - AAA batteries Battery life – 6 months Provider should support in calibration/maintenance of the equipment Minimum of one year warranty from the date of purchase. If device is found malfunctioning during the time of delivery or in warranty period, the provider will have to take responsibility for replacement and bear the cost of replacement

Section – IV

CONSIGNEE DETAILS

S. No.	Consignee Name	Address
1	MYRADA 1 st Communication/ Submission of hard copy of bidding's	MYRADA, No. 2 Kempegowda Service Road, (near Domlur Post Office), Domlur Layout, Bengaluru, Karnataka 560071 www.myrada.org
2	Kalaburagi 2 nd Communication and (1 st Delivery Point)	Mr. S D Kalyanshetti, Programme Officer, MYRADA (TB-NCD Project) Dist. Office MYRADA, H No 1-1166/3E, 1st Floor, Aiwan -E-Shahi Colony, Kalaburagi Karnataka, 585102 PH: 94495 40185, Mr. Santosh 99452 90758
3	Gokak, Belagavi (2 nd Delivery Point)	Shrikant Kadam MYRADA TB NCD PROGRAM BELAGAVI. C/o. Sanjay Patil, Guru Gouri Nilaya, Near HP Gas Godown Beside More shop extension Area professor colony Gokak. DIST Belagavi.pin- 591307. Mob.7760529579

1st tranche Quantity-wise delivery details:

S. No	Description	1 st tranche Qty	Kalaburagi	Gokak, Belagavi
1	Blood Glucose monitoring system (Glucometer)	400	250	150
2	Glucometer strips	300000	200000	100000
3	Lancets	300000	200000	100000
4	Blood Pressure Monitor system -Digital BP apparatus	400	250	150
5	Rechargeable Batteries with charger 4AA 28000 MH	400	250	150
6	Cotton roll 125 gram	800	500	300
7	Spirit/ Savlon 100 ml	800	500	300
8	Plastic Pouch (to keep medical waste) 10 X 15 CM Zip Lock Pouch Reusable Resealable	6 KG	4KG	2KG
9	Surgical Hand gloves – Nonsterile (size 7.5cm)	20000	15000	5000
10	Pulse oximeter	400	250	150

2nd tranche Quantity-wise delivery details:

S. No	Description	2 nd tranche Qty	Kalaburagi	Gokak, Belagavi
1	Blood Glucose monitoring system (Glucometer)	200	150	50
2	Glucometer strips	182000	132000	50000
3	Lancets	182000	132000	50000
4	Blood Pressure Monitor system -Digital BP apparatus	200	150	50
5	Rechargeable Batteries with charger 4AA 28000 MH	200	150	50
6	Cotton roll 125 gram	400	300	100
7	Spirit/ Savlon 100 ml	400	300	100
8	Plastic Pouch (to keep medical waste) 10 X 15 CM Zip Lock Pouch Reusable Resealable	4 KG	3KG	1KG
9	Surgical Hand gloves – Nonsterile (size 7.5cm)	15000	12000	3000
10	Pulse oximeter	110	60	50

Delivery & Completion Schedule:

The delivery at the Consignees shall be made according to the schedule given below from the date of issue of the Purchase Order.

1st Tranche: The material should be delivered within 15 days from the date of receiving the purchase order.

2nd Tranche: The delivery of the material should be completed within 30 days following the receipt of the communication email from MYRADA.

Section – V

Quantity Schedule wise

S. No	Schedule	Description	Total Qty	1 st tranche Qty	2 nd tranche Qty
1	Schedule I	Blood Glucose monitoring system (Glucometer)	600	400	200
2		Glucometer strips	482000	300000	182000
3		Lancets	482000	300000	182000
4	Schedule II	Blood Pressure Monitor system -Digital BP apparatus	600	400	200
5		Rechargeable Batteries with charger 4AA 28000 MH	600	400	200
6		Cotton roll 125 gram	1200	800	400
7		Spirit/ Savlon 100 ml	1200	800	400
8		Plastic Pouch (to keep medical waste) 10 X 15 CM Zip Lock Pouch Reusable Resealable	10 KG	6 KG	4 KG
9		Surgical Hand gloves – Nonsterile (size 7.5cm)	35000	20000	15000
10		Pulse oximeter	510	400	110

Section – VI

FINANCIAL PROPOSAL FORM

Sl. No.	Schedule	Description	Quantity	Unit Price	GST %	GST Amount	Total Cost Including tax (INR)
1	Schedule I	Blood Glucose monitoring system (Glucometer)	600				
2		Glucometer strips	482000				
3		Lancets	482000				
4	Schedule II	Blood Pressure Monitor system -Digital BP apparatus	600				
5		Rechargeable Batteries with charger 4AA 28000 MH	600				
6		Cotton roll 125 gram	1200				
7		Spirit/ Savlon 100 ml	1200				
8		Plastic Pouch (to keep medical waste) 10 X 15 CM Zip Lock Pouch Reusable Resealable	10 KG				
9		Surgical Hand gloves – Nonsterile (size 7.5cm)	35,000				
10		Pulse oximeter	510				

Total Price in figures and words: _____

Place: _____
Date: _____

Name _____
Signature of Bidder _____
Seal of the Bidder _____

The Bidder must submit bids for all items listed under each schedule in **Section V**, failure to do so will result in the rejection of the bid.

CONSIGNMENT RECEIPT CERTIFICATE (CRC)

Acknowledgment of Receipt of Goods

Date: _____

To

MYRADA

Mr. S D Kalyanshetti, Programme Officer,

MYRADA (TB-NCD Project) Dist. Office MYRADA,

H No 1-1166/3E, 1st Floor, Aiwan -E-Shahi Colony, Kalaburagi Karnataka, 585102.

This is to certify that the Goods as detailed below have been received duly inspected in good condition in accordance with the Technical specifications and conditions of the PO and amendment if any.

Project Name			
Purchaser			
Purchase Order No. & Date			
Description of Goods Supplied			
Sl.	Description	Invoiced	Received
1			
2			
Name of the Supplier			
Invoice No. and Date			
Invoice Value			
Date of Delivery at Consignee Destination site			
Consignee full Address Name Address Contact No.			

Seal Signature of Designated Consignee

Name :

Designation:

Seal:

Contact No:

