

**MUNICIPAL CORPORATION OF GREATER MUMBAI**  
**K. B. BHABHA HOSPITAL, KURLA (W)**  
**HO/KBK/ 4043 / Dt. 11.08.2022**

**Sub - E-Quotation Notice for POP BANDAGE 15 CM X 2.7 MTR**

**BID NO: 7200035297**

The commissioner of Municipal Corporation of Greater Mumbai invites the following online E-Quotation. The tender copy can be downloaded from MCGM portal (<https://portal.mcg.gov.in>) under “E-Quotation” section.

**All interested vendors, whether already registered or not registered in MCGM, are mandated to get registered with MCGM for e-Tendering process and obtain Log-in Credentials to participate in the Online bidding process. However, bidder who have been debarred/blacklisted till the bidding period by MCGM/Central Govt./State Govt./Public Sector Undertaking/any other Local Body, cannot participated in bidding process. The details of the same are available on the above mentioned portal under 'E-Quotation'. For registration, enrollment for digital signature certificates and user manual, please refer to respective links provided in 'E-Quotation' tab.**

The vendors can get digital signature from any one of the certifying Authorities (CA's)

Licensed by the Controller of Certifying Authorities namely Safes crypt, IDRBT, National informatics centre, TCS, CUSTOMS, MTNL, GNFC and e-Mudhra. MCGM has also opened a Help-desk at the CPD's office to help the vendors in this regard. The administrative, technical and commercial bids shall be submitted online up to the end date & time mentioned below.

Sr no	Description / Bid No	E-quotation Price (Rs.)	EMD Rs.	Start Date and Time of online Bid Downloading	End Date and Time of online Bid Submission
1	<b>POP BANDAGE 15 CM X 2.7 MTR</b>  <b>Bid No : 7200035297</b>	220 + 18% GST	2000/-	17.08.2022 From 15.00 Hrs	23.08.2022 up to 18.00 Hr

**\*NOTE: SUBMIT SAMPLE BEFORE THE DUE DATE.**

Note: Last date for payment of Earnest Money Deposit (EMD) online is on or before due date and time prescribed.

Date of Opening of Packet A &B (Eligibility)	24.08.2022 Packet A at 11.00 am
	24.08.2022 Packet B at 11.10 am
Date of Opening of Packet C	26.08.2022 Packet C at 11.00 am

The tender document is available on MCGM portal (<https://portal.mcg.gov.in>) along with this tender notice. However, the bidder/service provider shall have to pay “e-tender price” through online payment gateway before downloading and uploading the tender document in SRM Module.

Earnest Money Deposit (EMD) shall be paid on line through payment gateway on or before due date and time prescribed. The vendors having standing deposit shall also have to pay full EMD amount online.

The Authority (MCGM) shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the tender or the Bidding Process, including any error or mistake therein or in any information or data given by the Authority.

Tenders shall note that any corrigendum issued regarding this E-Quotation shall be published on the MCGM portal only. No corrigendum shall be published in the local newspapers.

**Medical Superintendent**  
**K.B. BHABHA HOSPITAL KURLA (W)**

**Address for communication and venue for opening of Bid:**  
Office of Medical Superintendent,  
**K.B. BHABHA HOSPITAL KURLA (W)**  
**Mumbai : 400070**

Description	Quantity Required	Rate Per unit Rs.	Rate of Taxes Rs.	Total Cost Rs
POP BANDAGE 15 CM X 2.7 MTR	2000 PKT			

**MUNICIPAL CORPORATION OF GREATER MUMBAI**  
**K. B. BHABHA HOSPITAL, KURLA (W)**  
**E-BID/Quotation**

**Sub: EBid/Quotation for Purchase of POP BANDAGE 15 CM X 2.7 MTR**

If you have all or any item in stock then submit the e-bid well in the time before the due date. Bidder will be solely responsible. If they try to submit the bid just before due date & time and fail to do so due to their system problems, internet problems, User Id locking etc. The Bid/Quotation need to be submitted on / before specified end date & time and will be opened on specified date & time or thereafter. Bidder's authorized representative/s may present while Bid/Quotation opening when the relevant details will be readout.

**SPECIAL INSTRUCTIONS TO BIDDERS PARTICIPATING IN E-BIDDING OF MCGM**

1. **Earnest Money:**

Bidder shall pay Earnest Money Deposit (E.M.D.) of specified amount through MCGM's SRM Portal along with the submission of the bid online.

If during the Bid/Quotation's validity period, the Bidder withdraws his Bid/Quotation, the Earnest Money shall be forfeited and the Bidder may be disqualified from Bid/Quotation/s for further works of the Municipal Corporation of Greater Mumbai.

The successful Bid/Quotation's Earnest Money will be retained as security till the completion of the work.

2. **Submission of Bid/Quotation Online:**

As MCGM switched to E-Bidding, all the references in respect to traditional bidding three packet process like packets A, B, C etc may please be ignored, if found any. All documents that are

required to be submitted as a part of technical bid need to be uploaded and commercial bid need to be filled online.

The document/s available in “MCGM documents” folder of the respective E- Bid/Quotation on MCGM portal is/are part of Bid/Quotation, unless stated otherwise in the Bid/Quotation document.

Affixing of digital signature at any one place in the bid document while submitting the bid shall be deemed to mean acceptance of the terms and conditions contained in the Bid/Quotation as well as confirmation of the bid/s offered by the bidder which shall include acceptance of special directions/terms and conditions if any, incorporated.

All the documents and data submitted by bidder online will be digitally signed by the system by prompting for digital signature certificate. Thus, it is mandatory for the bidders willing to participate in e-Bid / Quotation Biding to procure digital signature certificate, which can be obtained from any one of the Certifying Authorities (CA's) licensed by the controller of Certifying Authorities namely Safes crypt, IDRBT, National In form tics Centre, TCS, Customs, MTNL, GNFC and e-Mudhra CA.

### 3. **Submission of the Bid/s:**

The e-Bid/Quotation shall be submitted in packets / folders i.e. Technical Bid / Documents in folder “Bidder Documents - Packet 'A & B', while price/rates/commercial offer in “Item Data” online. Upload the e-Bid/Quotation (bid) documents, technical documents, relevant documents & all the required documents as given below, which are available in the same folder named “Bidders Documents “System will prompt for digital signature certificate while uploading these documents.

### 4. **Packet Bid System:**

In this system the Bidder will submit the bid/offer documents in packets/folders as specified in respective bid / Bid / Quotation i.e. eligibility criteria / per-qualifying criteria etc. Bid documents in Packet / Folder 'A cum B' & commercial bid / rate in “Item Data / Packet C”. All the packets / folders shall be filled as follows

### **Folder for “Bidder Documents —Packet A &B”**

#### **PACKET “A” (Eligibility criteria) :-**

Bidder shall submit the documents for compliance of eligibility criteria / per- qualifying criteria. Specified if any.

- Shops and Establishment/ company registration Certificate

- Attested copy of PAN Card Of his own, in case of retailer /dealer/supplier /distributor, of proprietor if proprietary/ ownership firm, of Company if, Pvt. Ltd. Company, of firm if partnership firm, of Sansthas/society or Trust, in case of the Sansthas/society trust which are registered under public trust Act 1950/ Registration Act 1860/ The Maharashtra Co-op. societies Registration Act 1960. (Whichever is Applicable) However, in case of public limited companies, semi Government undertakings, Government undertakings, no Pan Documents will be insisted.
- Photograph of individuals, proprietor or all partners as the case may be;
- Attested copy of valid Sales Tax/Central Sales Tax/VAT/GST registration certificate (whichever is applicable)
- Attested copy of Power of Attorney (if applicable)
- Bidder Profile (Annexure “E”)
- EMD payment receipt.

**PACKET “B” (Technical Bid):-**

Packet “B” shall contain following documents;

- Copy of Quotation Documents should be attested by Vendor.

**5. LEGAL+STATIONARY CHARGES (AS PER APPLICABLE CIRCULAR IN FORCE):-**

Successful bidder shall pay the Legal Charges + Stationary charges as per Circular no.10318, Dt. 24/03/2022

Sr. No.	Contract Value in Rs.	Legal & Stationary charges in Rs.
1	10001 to 50,000/-	Nil
2	50,001 to 1,00,000/-	6290/-
3	100001 to 3,00,000	10380/-

The bidders are requested to note that stationary charges as given in the table above will be recovered from the successful bidder for supply of requisite prescribed forms for preparing certificate bills in respect of the work.

**6. Opening of Bid/Quotation :-**

Authorized representative may attend the Bid/Quotation opening on scheduled date & time, wherein all Packets 'A' 'B' & 'C' i.e. Commercial Bid will be opened.

7. **Filling up the Bid/Quotation :-**

Bidder is expected to fill in his bid/offer carefully and scrutinize it before uploading it on the MCGM portal. No variation on any ground, such as mistake or misunderstanding, will be allowed once e-Bid/Quotation is opened and/or recommended for acceptance. Deviation from Municipal Specifications, Terms and Conditions, should be clearly brought to the notice in the separate “Deviation sheet”, which if found not-filled / blank, shall be considered as “No Deviation”

8. **Rates / Prices :-**

Rate/s OR Percentage shall be filled only in “ITEM DATA” section of e- Bid/Quotation. The price/s quoted shall be firm and no variation will be allowed on any account. Bidder should not quote more than one alternative rate/s for any item/s. Bid/Quotation having more than one alternative rate/s for the any item, shall be liable for rejection.

9. **Conditional Bid/Quotation rates :**

Bid/Quotation/s containing contradictory onerous and vague Stipulation and hedging conditions such as “subject to prior sale”, “Offer subject to confirmation at the time of order”, “Rates subject to market fluctuations”, etc. are liable to be rejected.

10. **Digital Signing of e-Bid/Quotation Document :**

Bidders are requested to sign the e-Bid/Quotation form, specifications and schedule of Quantities and Rates and relevant documents etc. after making appropriate entries wherever necessary. If the e-Bid/Quotation is made by an individual it shall be signed with his full name above his current address.

If the e-Bid/Quotation is made by a proprietary firm it shall be signed by the Proprietor above his name and the name of his firm with its current address.

If the e-Bid/Quotation is made by firm in partnership, it shall be signed by all the partners of the firm above their full names and current addresses or by a partner holding the power of Attorney for the firm for signing the Bid in which case a certified copy of the power of Attorney shall accompany the Bid/Quotation/Bid. A certified copy of the partnership deed, current address of the firm and full names and current addresses all the partners of the firm shall also accompany the Bid/Quotation.

If the e-Bid/Quotation is made by a limited Company or a limited Corporation, it shall be signed by a duly authorized person holding the power of Attorney for signing the Bid/Quotation in

which case a certified copy of the power of Attorney shall accompany the Bid/Quotation. Such limited Company or Corporation may be required to furnish satisfactory evidence of its existence before the contract is awarded.

If the e-Bid/Quotation is made by a group of firms, the sponsoring firm shall submit complete information pertaining to each firm in the group and state in along with the Bid as to which of the firms shall have the authority for bidding and for completion of the contract documents and furnish evidence admissible in Law in respect of the authority to such firm on behalf of the group of firms and for completion of the contract document. The full information and satisfactory evidence pertaining to the participation of each member of the group of firms in Bid/Quotation, shall be furnished along with the Bid/Quotation.

11. **Modifications of Documents:**

Modification/s of specifications and/or extension of the closing date of the e-Bid/Quotation if required will be made by an addendum, which will be published online on MCGM portal. These shall be digitally signed and shall form a part of the e-Bid/Quotation. The Bidder shall not add to or amend the text of any of the documents except in so far as may be necessary to comply with any agenda.

12. **Taxes and Duties on material:**

GST and other state levies / cess which are not subsumed under GST will be applicable. The tenderer shall be quote rate/s inclusive of all taxes. It is clearly understood that MCGM will not bear any additional liability towards payment of any Taxes & Duties. Wherever the Services to be provided by the Bidder falls under Reverse Charge mechanism, the Price quoted shall be exclusive of GST, but inclusive of Taxes/Duties/Cess other than GST, if any.

Rates accepted by MCGM shall hold well till completion of work and no additional individual claim shall be admissible on account of fluctuations in market rates; increase in taxes / any other levies / tolls etc, except that payment / recovery for overall market situation shall be made as per price variation.

13. **Evaluation of Bid/Quotation:**

In comparing Bid/Quotations the Corporation shall consider such factors as the compliance with the specifications, quality apart from the prices offered.

14. **Payment Terms:**

As per Municipal procedure, the payment of work will be made within 30 days from the receipt of valid bill/invoice. Necessary form for ECS with Bank details have to be submitted along with bill/invoice.

Intending Bidders are informed that the payment of the bills and other claims arising out of the contract will be made in the name of their bank by ECS only. Successful Bidder therefore will

have to furnish the information as regards the name and complete address of their Bank, by filling ECS form. They will also have to submit fresh information when there is any change in these regards. They may submit fresh information for payment through NEFT & RTGS mode regarding MICR code, IFSC

code, account number etc.

As per the Municipal procedure the payment will be made within 30 days from the receipt of the bill subject to

- Satisfactory supply of material as per quotation specification.
- Submission of all document for execution of written contract.
- Submission of document showing details of the payment of Octroi and other taxes as applicable.

15. **Validity:**

The Bid/Quotation shall remain firm and valid at least for 180 days i.e. will be valid up to 180 days from the date of opening the Bid/Quotation.

16. **Completion / Delivery period:**

The Bid/Quotation shall include free delivery at General Store, Rajawadi Hospital, Mumbai – 400077. Delivery within 30 days from the date of receipt of order.

17. **Guarantee:**

The successful Bidder will have to furnish Municipal prescribed form affixed with a separate affidavit stamp of Rs. 200/- at the time of supply.

If the cost of work is more than Rs. 50000/- the successful bidder shall enter into a written contract agreement on Rs. 500/- stamp paper under circular No \_\_\_\_\_ The successful Bidder shall have to replace the rejected material with approved one. The supplier should remove the rejected material within 15 days failing which the same will be disposed off by MCGM at the Risk and Cost of contractors without any further correspondence in this regards.

18. **Penalty:**

For failure to comply with the order placed for work / supply of the articles within the stipulated period (not exceeding 6 months) a penalty equivalent to 1/2% per week or part thereof on the value of the delayed work / supply of articles will be recovered from the contractors without making any reference to the contractors. The amount of the penalty will,, however, be subject to the maximum of 10% of the contract sum.

## 19. GENERAL TERMS & CONDITIONS

1. Following documents should be enclosed with e-quotation.

i. Authority Letter from the Manufacturing Company / Authorized agent / Distributor should be enclosed (If Applicable).

ii. PAN Documents of the Co. / Proprietor / Two Directors with Color Photos.

2. The rates should be stated in figures as well as in words.

3. Supply should be made at K.B.bhabha Hospital Kurla(W)

4. The offer should be inclusive of all taxes. (i.e. GST / Delivery charges etc) subsequent. increases in the price /cost due to any reasons will not be entertained.

5. The undersigned has reserved all rights to reject any offer without assigning any reasons to the Quotationers.

6. The payment will be made within 30 days after receipt of complete supply.

7. Delivery / Penalty :-

i. Supply should be made within 30 days of the receipt of Purchase order.

ii. For delay supply – ½ % per week or part thereof after the expiry of the delivery period subject to maximum 10%.

iii. Failure of the supply Security Deposit / EMD will be forfeited and the material. purchased at the risk and cost of the supplier.

iv. Variation in specification – material will be rejected and cost of the said material will be recovered from the quotationer / supplier.

8. Blacklist :- The firm shall be blacklisted if it is found that :-

i. Forged documents are submitted OR

ii. If it becomes responsive of the basis of submission of bogus certificate OR

iii. If the supply received sub standard quality / non supply.

9. The offer should be kept valid for 120 days period from the due date of the Quotation.

10. Incomplete offer will be left out of consideration.

11. Dont upload unnecessary documents (the documents which are not asked) and unnecessary documents will not be forwarded with proposal.

**NOTE : ALL THE UPLOADED DOCUMENTS SHOULD BE IN “PDF FORMAT”.**

**Medical Superintendent**  
**K.B. BHABHA HOSPITAL KURLA (W)**

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**To**

**Medical Superintendent  
K.B. BHABHA HOSPITAL KURLA (W)**

Sir,

I / We have read all the Terms & Condition as stipulated in the above E-Quotation notice and accept the same.

Yours faithfully.

Bidder's Signature, Address,  
Office stamp & Telephone No., if any

Copy to:

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

## ANNEXURE - "E"

### Bidder Profile

Particular of Bidder (To be submitted in Bidder's Letterhead)

Sr. No.	Particulars	Details
1.	Name of the Bidder	
2.	Postal Address	
3.	Telephone Numbers	
4.	Fax Numbers	
5.	Constitution of the Company	
6.	Name & Designation of the person authorized to make commitments to the Municipal Corporation of Greater Mumbai	
7.	Email Address	
8.	Year of commencement of business	
9.	Turnover of the company for last 3 years	
10.	Profit of the company for last 3 years	
11.	GST registration Number	
12.	PAN Document Number	
13.	Mention all the third party certification (please enclose the copies of the certificates)	
14.	Brief Description of facilities available with the bidder	
15.	Name of the Bank & Name of the Branch	
16.	Bank Account Type & Number	
17.	9 Digit MICR No. Of Bank & IFSC Code	

**Signature & Seal of the Bidder**

**ANNEXURE**  
**(to be submitted on Stamp paper/ Franking of Rs. 500/-)**  
**MUNICIPAL CORPORATION OF GREATER MUMBAI**  
**K. B. BHABHA HOSPITAL, KURLA (W) Mumbai - 70**

**CONTRACT AGREEMENT FORM**

Tender / Quotation No. \_\_\_\_\_ Dated \_\_\_\_\_ Director (M.E. & M.H.) sanction / Addl. Municipal Commissioner PO NO \_\_\_\_\_ dt \_\_\_\_\_. Contract for the work of supply of \_\_\_\_\_ is agreement made this day of inhabitants of \_\_\_\_\_ carrying on business at \_\_\_\_\_ under the style and name of M/s. \_\_\_\_\_ (hereinafter called "the Contractor") of the one part and Shri. \_\_\_\_\_ The Hon. Municipal Commissioner (Hereinafter called "The Commissioner" in which expressions are included, unless the inclusion is inconsistency with the context or meaning thereof his successors for the time being holding the office of the Commissioner of second part and the Municipal Corporation of Brihanmumbai (hereinafter called "the Corporation") of the third part WHEREAS the contractor has tendered for the works described above and his tender has been accepted by the Commissioner (with the approval of the Standing Committee of the Corporation)

NOW THIS AGREEMENT WITNESS as follows:-

- 1) In this agreement words expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract for Works hereinafter referred to.
- 2) The following documents shall be deemed to form and be read constructed as part of this agreement viz.
  - a. The said Tender and letter of acceptance
  - b. The specifications
  - c. The Conditions of Contractor
  - d. The appendices
  - e. The schedule of prices
  - f. The Performance Security
  - g. Instructions to Bidder

3) In consideration of the payment to be made by the Commissioner to hereby convenient with the commissioner to carry out the work\_\_\_\_\_in conformally in all respects with the provisions the contract.

4) The Commissioner hereby convent to pay to the Contractor in consideration carrying out the work of\_\_\_\_\_, the contract price at times in the manner prescribed by the contract.

IN WITNESS WHEREOF the parties hereto have caused their respective common seals to be here unto affixed (for have hereunto set their respective hands and seal the day and year above written.

Signed and delivered by the

Contractor\_\_\_\_\_

\_\_\_\_\_

in the presence of & style of

\_\_\_\_\_

Full name\_\_\_\_\_

\_\_\_\_\_

Address\_\_\_\_\_

Trading under the name

Contractors.

\_\_\_\_\_

in the presence of

\_\_\_\_\_

\_\_\_\_\_