



**OFFICE OF THE PRINCIPAL  
COLLEGE OF MEDICINE & J.N.M HOSPITAL  
WEST BENGAL UNIVERSITY OF HEALTH SCIENCES  
KALYANI, NADIA, WEST BENGAL. PIN- 741235**

**Notice Inviting e-tender  
e-NIT No.: 07/2025 (Instruments)**

**Bid Documents  
for Supply and installation of Instruments for the  
Department of Biochemistry, College of Medicine &  
J.N.M. Hospital, Kalyani, Nadia**

**Email: [principal.comjnmh.kalyani@gmail.com](mailto:principal.comjnmh.kalyani@gmail.com)**



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KALYANI, NADIA, WEST BENGAL. PIN- 741235  
Email: [principal.comjnmh.kalyani@gmail.com](mailto:principal.comjnmh.kalyani@gmail.com)

Tender Reference No.: COMJNMH/PR/2025/ 3048

Date: 09.06.2025

Notice inviting E – Tender for **Supply and Installation of Instruments for the Department of Biochemistry**, College of Medicine & J.N.M. Hospital, Kalyani, Nadia under the control of The West Bengal University of Health Sciences, Salt Lake, Kolkata by The Principal, College of Medicine & J.N.M. Hospital, WBUHS, Kalyani, Nadia.

**E-NIT No. 07/2025(Instrument)**  
(Through Pre-qualification)

(Submission of Bid through NIC e- tender portal)

The Principal, College of Medicine & JNM Hospital, WBUHS, Kalyani, Nadia having its office at Kalyani, Nadia, PIN - 741235 invites e-tender in Two Bids System (**Technical & Financial Bid**) at the NIC Portal for Supply & installation of Instrument for the Department of Biochemistry as per annexed list from the bonafide manufacturers/Direct importers/Authorized Distributors.

**List of Instruments:**

Sl. No.	Name of the Instrument	Required Quantity	Specification
1	ELISA READER WITH COMPUTERIZED INTERPHASE ALONG WITH PRINTER SCANNER COPIER MACHINE	1 (One) Unit	Annexure- VIII
2	ELISA WASHER	1 (One) Unit	
3	ULTRA-CENTRIFUGE (20000 R.P.M)	1 (One) Unit	
4	TABLE TOP CENTRIFUGE (16 HOLES)	2(Two) unit	
5	INCUBATOR (MANUAL)	2 (Two) unit	

Timelines for downloading and submission of e-tender along with other deadlines are as appended:

Particulars of Schedule	Date & Time
Date of Publish of Tender (Online)	10.06.2025 at 11:00 Hrs.
Document Download Start Date (Online)	10.06.2025 from 16:00 Hrs.
Date of Pre-Bid Meeting	12.06.2025 at 11:00 Hrs. onward
Bid submission start Date (Online)	13.06.2025 at 12:00 Hrs.
Bid Submission End Date (Online)	26.06.2025 up to 14:00 Hrs.
Date of Opening for Technical Bid (Online)	30.06.2025 at 12:00 Hrs. onward
Date of Demonstration of Instrument	To be notified later.
Date of Opening of Financial Bid (Online)	To be notified later.

In the event of any of the above-mentioned dates being declared as a holiday/closed day for the Institution, the schedule of activity will be performed on the next working day at the above-mentioned time.

The Principal, College of Medicine & JNM Hospital, WBUHS, Kalyani, Nadia reserves the right to change the above schedule in case of any exigencies after issuing a notice in the websites and office notice board.



*[Signature]*  
09.06.25  
Principal

College of Medicine & JNM Hospital  
WBUHS, Kalyani, Nadia

College of Medicine & JNM Hospital  
WBUHS, Kalyani, Nadia



**General Information, Credentials, Terms and Conditions for Submitting Tenders:****1. Eligibility of Tenderer & Qualification:**

Only Manufactures / Direct Importers / Authorized Distributors are eligible for quoting. The price is to be quoted in Indian Rupees including cost of insurance, custom duty, packaging, forwarding, freight charges, cleaning charges, transportation & installation of the new instrument, dismantling charges and exclusive of GST & other taxes which are to be quoted separately in the BOQ. Agency commission, if any payable in Indian Rupees should also be mentioned.

- a. BIS/LS or CE with registration number of the product or products which are shown against each product. The bidders may quote equivalent or higher BIS/LS standard, if any of the relevant products certified by the BIS authority as per Indian Standard Act 1986. The bidders with no BIS/LS certification of the product need not apply.
- b. Annual Turnover:- The manufacturer/ Authorized Distributor whose average annual Turnover is more than Rs. 1 (One) crore totaling 2 (two) crore for the last two years i.e. for year 2023-24 and 2024-25 are only eligible to participate in the e-Tender.

**2. Documents Downloading:**

Intending Bidder(s) may download the tender documents free of cost from the website: <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC). The tender Documents may also be downloaded from the <https://www.wbuhs.ac.in/> website.

**3. Procedure for Deposit of Earnest Money Deposit (EMD)/Bid Security:-**

- i) The tender will have to be submitted under the existing orders of the Government of the West Bengal, must deposit earnest money of ₹ 20,000 (Rupees Twenty Thousand Only) Electronically (ONLINE MODE) only as detailed in Government of West Bengal, Finance (Audit) Department Memo No. 3975-F(Y) Dated: 28<sup>th</sup> July, 2016.
- ii) The earnest money of the Bidder/ Bidders will be liable to forfeiture if the bidder withdraws from the tender process as a whole or for any particular item or items at any stage after the opening of the tender, for fails/ refuses to enter into written agreement for any of all the items of his accepted tender with in the time specified when requested to do so or face to furnish necessary Security Deposit with in the stipulated time, if any.
- iii) Registered SSI units participating in Govt. tenders are eligible for exemptions for payment of EMD and Security Deposit under Rules 47(A)(1) and 47(B)(7) of WBFR, Vol-I, read with Finance Dept. Notification No. 10500-F dated 19.11.2004 and its clarification vide memo no. 4245-F(Y) dated 20.05.2013
- iv) EMD will be refunded to the Unsuccessful Bidder through Online Mode. No interest will be paid on the EMD. For successful bidder it will be released after expiry of the tender period. It means EMD will be treated as Security Deposit. In case of failure in supply or withdrawn the bid after submission of tender, entire EMD (Earnest Money Depcsit) will be forfeited without taken any consent from Bidder.
- v) Any Co-operative without having proper permission (from Competent Authority for such job) of concerned business will not be entitled to get exemption of EMD security deposit and/or any rate preference.

**4. Submission of the E-Tender Bids:**

- a. Both Technical and Financial bids are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>. All papers must be submitted in English Language and self-attested by the Bidder.
- b. The tender is to be submitted in two Bid System (Technical Bid or Bid A & Financial Bid or Bid B). The uploaded scanned document(s) should be legible, readable & not be repetitive. Uploading of illegible document(s) will not be accepted and will stand for rejection of bid.

**(A) Technical Bid or Bid A:**

Part- I: File containing Technical Bid only, Single File with Multiple Scanned Pages containing i) Statutory and ii) Non- Statutory or Other Important Documents (OID) separately.



**i) STATUTORY Cover contains the following Documents (Multiple Pages Scanned in a Single File) :**

Sl. No.	Papers related to the essential requirements of the tenderer
A.	A proof for submission of applicable EMD amount.
B.	Tender Application form in the prescribed format- Annexure- I.
C.	Authorization letter of signatories from company -Annexure-II
D.	Copy of agreement between the manufacturer and the Importer/Distributor in Annexure-VII
E.	Checklist in the prescribed format- Annexure- IV
F.	Bidder's Undertaking (Affidavit on non-judicial paper worth Rs. 50/- or above of non-conviction affirmed before a Notary Public/ First Class Judicial Magistrate/ Executive Magistrate, Furnished after date of Publication of Tender) in Annexure- VI.
G.	Technical Specification (Catalogue must be attached with) Annexure-VIII
H.	Bidder declaration in Annexure-V format.
I.	NIT duly signed by bidder.

**ii) NON-STATUTORY OR OTHER IMPORTANT DOCUMENTS (OID) cover contains the following Documents:**

**Company Specific Technical Documents (Single File, Multiple Pages Scanned)**

Sl. No.	Category	Sub Category	Sub Category Description
A	Certificates	A1:Certificates	PAN Card of the Authorized Signatory issued by Income Tax Department.
			Valid Professional Tax Registration Certificate.
			GST Registration certificate
B	Company Details	B1:Company Details	Valid Trade License or Enlistment Certificate in similar nature of business.
			Registration with Registrar of Companies.
			Partnership deed, power of attorney (in case of Partnership Firm.)
C	Credential	C1:Credential-1	Manufacturing License with validity (In case of manufacturer)
			Import License with validity (for importers), if applicable
			Certificate of country of origin
		C2:Credential-2	Manufacturer's guarantee
			A declaration in respect of existence of a fully equipped service center in or around Kolkata in respect of the relevant item.
			List of Purchaser last two (02) years with payment certificate at least two (02) institutions.
D	Financial Information	D1: Payment Certificate 1	Income Tax Returns for the Financial Year 2022-23 and 2023-24
		D2: Payment Certificate 2	GST Returns (of the last quarter) for the Financial year 2024-25
		D3: Payment Certificate 3	Profit and Loss (PL) Account and Balance Sheet for the Year 2022-23 and 2023-24 (With Auditor's Signature).
		D4:Bankers' Certificate	Credit Facilities Bank Certificate in Annexure- III (A) or Bank Solvency certificate in Annexure- III (B) for current financial year at the Letter Head of the concerned bank of minimum amount of Rs. 20,00,000/- (Twenty lakh)



## **Bid A: Part –II**

Technical specifications of instruments (in PDF format, must mention Make, Model, exact features of the offered item against each point given in the specification chart as per annexure -VIII).

### **B) "BID B": Financial Cover: - BOQ (Item wise)**

**COVER "B":** (Separate file containing financial document only)

**Bill of Quantities (BOQ) in INR** (in excel sheet):

The folder marked as "Financial Bid" shall contain ALL INCLUSIVE PRICE in INR only and should include base price along with the cost of allied work and services which are to be undertaken in India (like installation, commissioning of equipment or PC etc.), are to be quoted in Indian currency including cost of insurance, packaging, forwarding, freight charges and installation and transportation agency commission, if any payable in Indian Rupees shall also be mentioned, clearing charges, custom duty.

GST and any other applicable tax should be quoted separately). GST quoted will be directly remitted to the Government account as per existing norms of Finance Department.

### **5. Evaluation of Tender:**

During the e-tender evaluation process the "BID A" will be opened first. Those Tenderer who have qualified the essential & other requirements will be identified and only their "BID B" i.e. Financial BID will be opened. The "Bid B" those bidders failing to meet the technical & other requirements of participating in the tender will not be opened and will be rejected. The bidder offering the item found suitable and being as per the tender specifications will only be selected. The bidders who have been so identified to have been technically suitable in the context of above will be deemed to have passed the test of essential and other requirement of the quoted item or items.

The "BID B" (Financial Bids) of only these bidders passing the essential and other requirement test will be opened then subject to verification of hard copies of the uploaded documents of the Tenderers. If found suitable in the context of above pre -qualification etc. the bidders quoting the lowest rate will be considered as successful.

### **6. Demonstration:**

The bidders have to demonstrate the instrument (s) / equipment (s) to the competent authority, at any time during the tendering procedure within 07 – 10 days of issuing letter, to proceed / finalize the procedure / finalize the procedure. If the bidder failed to demonstrate / satisfy the demonstration as required by Dept. of Biochemistry, they may be disqualified. The expenditure incurred for demonstrating the items will be borne by the bidders.

### **7. RATE:**

The price (01 years warranty and 3 years AMC, after completion of Warranty Period, of entire system, including all spares and labour from the date of completion of the satisfactory installation) is to be quoted in Indian Rupees or Foreign Currency in case of foreign items including cost of insurance, custom duty, packing, forwarding, freight charges, clearing charges, installation & transportation and dismantling charges, if any, payable in Indian Rupees should also be mentioned.

The instrument is to be transported in such packaging so that there is no damage to the primary packaging during transportation process.

The basic rate should be furnished inclusive of customs duty, transportation cost, insurance, freight, testing charges, incidental charges and all other ancillary charges but excluding of GST, which shall be quoted separately in the template for Bill of Quantities (BOQ).

The Foreign exchange rate for the imported instruments will be considered on the date of opening of the Financial Bid (Bid B).

### **8. ORDER & SUPPLY :**

Orders for the supply of the approved products will be placed with the selected Tenderer after the execution of the agreements and such supply shall have to be made within the specific period as mentioned in the supply order. **Installation work should be done within 30 working days form supply order.** The equipment is to be transported in such packaging, so as to avoid damage to primary package of manufacturer.

### **9. WITHDRAWAL/CANCELLATION & PURCHASE POLICY OF TENDERING AUTHORITY:**

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such an item, if already made in favour of any Bidder, shall be treated as cancelled. The tendering authority



reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Bidder will not be allowed. The tendering authority reserves the right to accept or reject any tender, in part or in full, without assigning any reason. Purchase will, however be made following the existing purchase policy of the Govt. of West Bengal and its amendment(s) made from time to time. The purchase policy of the State Government as provided in the West Bengal Financial Rules, the policy of price preference in particular incorporated under Notification No. **10500-Fdated 19.11.04** read with 5400-F dated 12.06.2012 of Finance Department, Government of west Bengal should be observed in considering thee-tenders.

#### **10. SPARE PARTS:**

The bidder will undertake that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipment and the complete system for at least Ten years on a continuing basis and also mentioning the cost of consumable/ spare with validity of offer. However, this does not relieve the supplier of any warranty obligations under the contract.

#### **11. GURANTEE/WARRANTY PERIOD (1 years + 3 years AMC):**

- a) The machine/instrument should be covered by free on-site comprehensive warranty for 01 year after successful installation.
- b) The agency is to provide, 3 years **AMC (Annual maintenance Contract)** after expiry of warranty period of entire system, including all spares and labour from the date of completion of the Satisfactory installation.
- c) **The AMC applicable for the 3 (three) instruments of Elisa Reader, Elisa Washer & Ultra-Centrifuge only.**
- d) All faults appearing and their rectification shall be periodically advised to the laboratory, the period being not more than two weeks.
- b) Any lacuna or lacunae noticed in the functioning of the installation as a result of any design or other feature fault shall be rectified by the supplier free of cost within 72 hours of call log.

#### **12. AFTER SALES SERVICES AND MAINTENANCE CONTRACT:**

After sales services will have to be provided by the supplier, during warranty/guarantee period of the equipment free of cost.

Selected vendor will remain liable to attract penalty for violation of machine downtime as per agreement. The selected vendor or his authorized serviceman has to attend the machine within 72 hours of call log. It is desirable to have a fully equipped service center in or around Kolkata. Manufacturer must confirm to the quality assurance and maintenance FDA/CE certification a must in each item.

#### **13. DELIVERY, INSTALLATION AND COMMISSIONING:**

- a. Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser.
- b. The installation, testing and commissioning of the proposed system shall be completed in accordance with the order.
- c. All items are to be delivered within 30 days from the date of placement of order.
- d. In case of distributor, the firm should be direct distributor of manufacturing unit. The sub-distributor authorization by distributor will not be accepted at all.

#### **14. PENALTY CLAUSES:**

**PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRADULENT/ MISLEADING DOCUMENTS:** If during the tender process of at any stage during the validity of the tender period, it is found that a Tenderer (s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/misleading/fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money, Forfeiture of Performance Security Deposit if enlisted as a supplier in addition to any other legal action against the firm.

#### **15. APPEAL:**

Appeal against the decision of the Principal, College of Medicine & J.N.M. Hospital, WBUHS, Kalyani, Nadia to impose such a penalty will lie with Tender Selection Committee (T.S.C). Review against the decision



of the T.S.C. will lie with the University of Health Sciences, Salt lake, Kolkata. The Registrar / Finance Officer will be appellate authority within the University of Health Sciences, Government of West Bengal. Before imposing any penalty as per clauses 17, 18 and 19, the concerned supplier may appeal to the authority citing the proper reasons for non – imposing the penalty as stated.

#### 16. AGREEMENT:

The successful Bidder(s), will have to execute an “Agreement” on non-judicial stamp paper worth ₹ 100 (Rupees One Hundred Only) or above within 7 (Seven) working days from and after receiving the “*Letter of Acceptance*” and will purchase one set of Tender Document @ ₹ 1,000 (Rupees One Thousand Only) per set from the Accounts Section of these Office, duly signed and submit to this institute which will be treated as part of “*Agreement*”. Payment for documents shall be made through ONLINE MODE/ Bank draft only. All terms and conditions as mentioned above will have to be accepted by the bidder(s).

#### 17. PERFORMANCE SECURITY:

Successful bidder will have to pay Security Money @ 10% of the value of contract as per Memo No. 796-F(Y) dated: 25.02.2022 of Finance Department (Audit Branch) [Read with Memo No. 5696-F(Y) dated 01.10.2019 of Finance Department (Audit Branch)] as advance in the form of Demand Draft in favour of the “Principal and Medical Superintendent, College of Medicine & JNM Hospital, WBUHS” to be retained during the contract period, no interest will be paid against this Security Deposit money.

The performance Security Deposit will have to be returned after expiry of Contract Period following the formalities.

#### 18. INSPECTION:

Before submitting the tender, the intending tenderers should thoroughly acquaint themselves with the proposed supply and installation by local inspection of site and take into consideration the site condition and other criterion for effecting smooth supply on or before the Pre-bid meeting date during 11.00am to 2.00 pm. No claim whatsoever will be entertained afterwards.

#### 19. PAYMENT TERMS:

Payment will be made through e-payment system through NEFT/RTGS after execution of due supply as ordered subject to:

- a) Submission of Security Deposit in terms of Clause 17 and subject to penalty provision in terms of Clause No. 14.
- b) Supply of the materials as per specification as provided in the tender documents and the catalogue.
- c) Supply of the materials must be made within the stipulated period as specified in the work orders.
- d) The payment will be made as per available of fund.
- e) payment will be made after successful installation of the instruments.

On being selected, the successful vendors will have to submit one application to **The Principal, College of Medicine& JNM Hospital, WBUHS, Kalyani, Nadia** stating the name of the payee/recipient, Bank account no. IFSC of the payee/recipient for making e-payment. Payment will only be released after satisfactory installation, commission report signed by the Department concerned and verification of following items:-

- i) Supplier's invoice in original.
- ii) Challan and installation certificate.
- iii) Any other thing of importance on the discretion of College Authority.

#### 20. VALIDITY OF E-TENDER

- i) Tender shall remain valid for 180 Days from the date of opening of tender. Any objection raised by any bidder in this respect will not be entertained. No informal tenderer will be entertained in the bid further.
- ii) During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect /manufactured/fabricated, that bidder would not allowed to participate in the e tender and that application will be out rightly rejected without any prejudice.
- iii) Prospective bidders must take training from authorized agencies before submission of their bids.



iv) The Tender Selection Committee reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.

## 21. TERMS & CONDITIONS:-

- a) All Papers forming part of the Tender should bear serial pagination mark and should be signed by the Tenderer. Non-compliance of this directive shall make the Tender liable to cancellation.
- b) The Tendering Authority reserves the right to withdraw any item from the Tender at any stage. In such contingency the selection of such item, if already made in favor of any Tenderer shall be treated as cancelled. The Tendering Authority also reserves the right to accept / reject at any stage without assigning any reason whatsoever, and also not to accept the lowest Tender offer. The Tendering Authority reserves the right to purchase any item(s) at the approved rate from any outsider (Non Tenderer) during the Tender period in case of emergency, or if the Tenderer fails to supply such items on a notice of ten days. The College Authority reserves the right to procure any item of the tender directly from the State Government undertaking even if a Tender for the same has been accepted.
- c) Acceptance of the offer rate of the selected Tenderer will be intimated to the Tenderer by the authority either in one each or different each.
- d) Any Notice intended to be served to the Tenderer will be deemed to have been duly served if sent by registered post to the address mentioned in the Tender and / or displayed on the Notice Board of this office for at least 6(six) consecutive working days.
- e) In case of any dispute involving the Tender or the subsequent services from the successful Tenderer the matter may be referred to Tender Inviting Authority, his/ her decision on the matter shall be final and binding on all.

*[Handwritten Signature]*  
07.06.25

Principal

College of Medicine & JNM Hospital

*[Handwritten Signature]* WBUHS, Kalyani, Nadia

College of Medicine & JNM Hospital

WBUHS, Kalyani, Nadia

Date: 09/06/2025

**Tender Ref. No.: COMJNMH/PR/2025/3048/1(11)**

Copy forwarded for information: -

1. Registrar, the West Bengal University of Health Sciences, Salt Lake, Kolkata.
2. Finance Officer, the West Bengal University of Health Sciences, Salt Lake, Kolkata.
3. Assistant Finance Officer, the West Bengal University of Health Sciences, Salt Lake,
4. P.A. to the Hon'ble Vice -Chancellor, the West Bengal University of Health Sciences, Kolkata.
5. Medical Superintendent, College of Medicine & J.N.M. Hospital, Kalyani, Nadia.
6. Additional Medical Superintendent, College of Medicine & J.N.M. Hospital, Kalyani, Nadia.
7. Prof. & HOD, Dept. of Biochemistry, College of Medicine & JNM Hospital, Kalyani, Nadia.
8. Prof. & HOD Dept. of Pharmacology, College of Medicine & J.N.M. Hospital, Kalyani, Nadia.
9. All Member of Tender Committee, College of Medicine & J.N.M. Hospital, Kalyani, Nadia.
10. Programme Officer, the West Bengal University of Health Sciences, Kolkata – to upload the matter at the Official Website of the West Bengal University of Health Sciences.
11. Office Copy.

*[Handwritten Signature]*  
07.06.25

Principal

College of Medicine & J.N.M. Hospital

*[Handwritten Signature]* WBUHS, Kalyani, Nadia

Principal

College of Medicine & JNM Hospital  
WBUHS, Kalyani, Nadia

*[Handwritten Signature]*  
27/5/25





## ANNEXURE-I

### APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full address and contact no. etc., otherwise it will be treated as cancelled)

To  
Principal  
College of Medicine & JNM Hospital, WBUHS,  
Kalyani, Nadia.

**Sub:- E-Tender for purchase and installation of Instruments of ELISA Reader with computerized interphase along with Printer scanner copier machine, ELISA Washer, Ultra Centrifuge Machine, Table Top Centrifuge (16 Holes) and Incubator (Manual) for the Department of Biochemistry, College of Medicine & J.N.M. Hospital, Kalyani, Nadia.**

**Ref:- Your Tender Reference No:-**

Having examined the Pre-qualification & other documents published in the N.I.T., I/we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me/us on behalf of ..... in the capacity..... duly authorized to submit for offer. The Authorization letter from the Company is attached in Annexure-II
2. We accept the terms and conditions as laid down in the NIT mentioned above and declare that we shall abide by it through out contract period.
3. We are offering rate for the BOQ item/items to the best of our knowledge and assured to supply to the Principal, College of Medicine & JNM Hospital, Kalyani, Nadia.
4. In the event of being selected, I/we will make the supply within the stipulated period excepting the condition which is beyond our control.
5. We propose that Order & Bill should be raised in our name.
6. We understand that:
  - a. Tender Selection Committee can amend the scope & value of the contract bid under this project.
  - b. Tender Selection Committee reserves the right to reject any application without assigning any reason.
  - c. The undersigned agrees to authorize the authority to seek references from the Bankers of the undersigned.

Date:-  
Contact No.

Signature of applicant including title and  
Capacity in which application is made.



**Annexure-II**

Authorization letter in favour of the applicant (other than Managing Director/ Proprietor) –  
from the competent authority

**FORMAT**

(To be furnished in the Company's official letter pad with full address and contact no, E mail  
Address etc)

**(TO WHOM IT MAY CONCERN)**

This is to certify that Mr./Mrs. ....(Name), an employee of  
this Organization as ..... (Official Designation) is hereby authorized to submit  
tender online , Vide NIT No....., Dated..... on behalf of the  
Organization.

Signature of the  
competent authority with Seal

.....

(Signature of the Authorized Person)

Signature of Mr./Mrs. ....

.....is hereby attested.



**Annexure- III (A)**

**(Credit facilities bank certificate)  
(Letterhead of Concerned Bank)**

This is to certify that M/s \_\_\_\_\_ is a reputed company with a good financial standing. If the contract for the work, namely, \_\_\_\_\_ is awarded to the above firm, we shall be able to provide overdraft/credit facilities to the extent of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) to meet their working capital requirements for executing the above contract.

Signature of Senior Bank Manager \_\_\_\_\_

Name of the Senior Bank Manager \_\_\_\_\_

Address of the Bank \_\_\_\_\_

Stamp of the Bank \_\_\_\_\_

Note: Certificate should be on the letter head of the bank.

**Annexure- III (B)**

**Bank Solvency Certificate**

**(Letterhead of Concerned Bank)**

**TO WHOM IT MAY CONCERN**

This is to certify that M/S \_\_\_\_\_ is maintaining a \_\_\_\_\_ (type of A/C) account bearing No. \_\_\_\_\_ with us and have given their occupation business to the best of our belief and knowledge. M/S \_\_\_\_\_ is solvent up to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only.

This certificate is issued on the express condition and understanding that neither the Bank nor any of its officers undertake any responsibility or liability in respect thereof. Inter alia, it is also certified that the above-mentioned account of Company /firm is not under attachment by any court or government agency.



#### Annexure-IV

##### Format for Checklist (Must be uploaded)

**Note- For Non-applicability for some documents please mention "NA" in the check list.**

E-NIT No. \_\_\_\_\_

Date: \_\_\_\_\_

Name of the Bidder: \_\_\_\_\_

Full Office Address: \_\_\_\_\_

Sl. No.	Items	PL Mark		Page No.
1	Application in the prescribed format given in Annexure-I	Yes	No	
2	A Proof of submission of applicable EMD/Proof of EMD exemption	Yes	No	
3	Valid and current Trade License in the name of participating firm	Yes	No	
4	Copy of PAN Card of the authorized signatory	Yes	No	
5	Eligibility of tenderer and Qualification at Clause No. 1	Yes	No	
6	Authorization letter of signatory from Company in Annexure-II	Yes	No	
7	Copy of agreement between the manufacturer and the Distributor in Annexure-VII	Yes	No	
8	GST Registration Certificate (if applicable)	Yes	No	
9	Registration with Registrar of Companies (if applicable)	Yes	No	
10	Manufacturing license (In case of manufacturer)	Yes	No	
11	Import License with validity (For importers)	Yes	No	
12	Certificate of country of origin	Yes	No	
13	Credit Facilities Bank Certificate as per the format given in the NIT at the Letter Head of the concern bank in Annexure- III-A or Bank Solvency certificate of minimum amount of Rs. 20,00,000/- (Current Financial year 2025-26) in Annexure- III-B	Yes	No	
14	Last 2 (Two) financial years" returns of Income Tax (2022-23 & 2023-24)	Yes	No	
15	Manufacturer's guarantee (in case of Distributors and Direct Importer, to be obtained from manufacturer)	Yes	No	
16	A declaration in respect of existence of a fully equipped service center in or around Kolkata in respect of the relevant item.	Yes	No	
17	List of Purchaser in Govt. Institution [last two (02) years with payment certificate at least two (02) institution]	Yes	No	
18	Profit and Loss (PL) Account and Balance Sheet for the Year 2022-23, and 2023-24 with Auditor's Signature	Yes	No	
19	GST Return for the Financial Year 2024-25 (Last Quarter).	Yes	No	
20	Bidder declaration in Annexure-V format.	Yes	No	
21	Bidder's Undertaking (Affidavit on non-judicial paper worth Rs. 50/- or above of non-conviction affirmed before a Notary Public/ First Class Judicial Magistrate/ Executive Magistrate, Furnished after date of Publication of Tender) in Annexure- VI.	Yes	No	
22	Duly filled in CHECK LIST in the prescribed format. Page number of documents must be mentioned in the check list before uploading the same.	Yes	No	

Certified that the above information is correct and true to the best of my knowledge and belief. Nothing has been concealed, false and fabricated and in case of information found incorrect later on, I the under signatory will be personally responsible for the same.

Full Signature of the bidder/ Authorized person & Seal



**Annexure-V**  
**Format for Declaration**

(Tender Ref. No. and Date should be mentioned in Annexure-V)

I, Sri \_\_\_\_\_ S/D/W/o Sri \_\_\_\_\_, aged \_\_\_\_\_ years, Residing at \_\_\_\_\_ Proprietor/Partner/Director of \_\_\_\_\_, do hereby solemnly affirm and declare in connection with \_\_\_\_\_ as follows:-

The undersign certify that I have gone through the terms and conditions mention for the above and undertake to comply with them and with all the norms of Government of West Bengal as may be directed in this regards form time to time.

That, I, the undersigned, do certify that all the information furnished and statements made in the bid documents are true and correct to the best of my knowledge and belief.

The articles shall be of the best quality and kind as per requirement of the institution the decision of the Principal, College of Medicine & JNM Hospital, WBUHS, Kalyani, Nadia as regards to quality and kind of article shall be final and binding to me/ us.

If it is necessary to change any article on it being found of inferior quality it shall be replaced by me/ us in time to prevent in convenience. **I hereby undertake to pay penalty as per terms & condition for delayed supplies.**

That the undersigned also hereby certifies that neither any near relations of employees of the College of Medicine & JNM Hospital nor any retired gazetted officers are in our Employment.

The undersigned would authorize and request any bank, person, firm or corporation to furnish pertinent information as deemed necessary and so as requested by the authority to verify this statement.

I hereby undertake to supply for the items during the validity of the tender as per direction given in supply order with in the stipulated period.

The undersigned agrees to authorize the authority to seek references from the Bankers of the undersigned.

Any departure whatsoever in any form will be considered as breach of contract. **In such situation the College at his liberty may forfeit our security deposit** till we rectify the defects or fulfil our contractual obligations. In this connection, College authority's decision(s) will be final and binding.

The undersigned also certifies that neither we have abandoned any service awarded to us, nor any penal action was taken against us by any department/Medical College/service provider. The undersigned also declares that we do not have any running litigation with any department.

It is certified that the rate quoted by me/ us are not higher than the **MRP/ Prevailing Market Rate.**

**Full Signature of the bidder/ Authorized person & Seal**



**Annexure- VI**  
**Affidavit of non-conviction affirmed before a Notary Public/ First Class Judicial Magistrate/ Executive Magistrate, Furnished after date of Publication of Tender.**

Affidavit Proforma  
(On Non Judicial Paper worth Rs.50.00 or above)

(Sworn before the Notary/Judicial Magistrate/Executive Magistrate on or after the date of publication of the Tender Notice)

(Sworn before the Notary Public/Judicial Magistrate/Executive Magistrate on or after the date of publication of the Tender Notice)

I, Sri/Smt \_\_\_\_\_ The Managing Director/Proprietor (etc.) of the Firm  
\_\_\_\_\_  
(Name of the firm) At (address) \_\_\_\_\_  
PO \_\_\_\_\_  
Dist \_\_\_\_\_ PIN \_\_\_\_\_ P.S. \_\_\_\_\_  
do hereby solemnly affirm and  
declare as follows:

- 1) That I, including my partner or representative are not convicted by a court of law for offence involving moral turpitude in relation to business dealing such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion or habitual default in payment of taxes etc. .
- 2) The firm does not employ a government servant, who has been dismissed or removed on account of corruption.
- 3) The firm has not been debarred, blacklisted by any government ministry/Medical College/ Local government/PSU/ Pvt Institution etc. in the last two years from scheduled date of opening of this e-tender in the state of West Bengal or other state or states of India.
- 4) That no case is pending against me or against my firm in any criminal court of law to supply of stationary item(s).
- 5) That, I also declare that the rate offered of the item(s) quoted is in conformity with the GOI norms wherever applicable relating to MRP. I also declare that the quoted rate of the item(s) is less than rate available in the market.
- 6) That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per law of the country.
- 7) That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine and correct.

Signature of the Deponent(s)

Name in Block Letter:

Designation:



**Annexure- VII**

**Copy of agreement between the Manufacturer and the Importer/ Distributor**  
(Agreement Copy to be enclosed at this Annexure)



**Annexure-VIII**  
**Specification of Instruments**

Sl. No.	Item Description	Specification		Qty. Reqd.
1	<b>ELISA READER WITH COMPUTERIZED INTERPHASE ALONG WITH PRINTER SCANNER COPIER MACHINE</b>	Absorbance Range	0.000-4.000A	1 (one) Unit
		Resolution	1.001 Abs (display), 0.0001Abs (Calculation)	
		Light Source	Halogen Lamp	
		Wavelengths	405,450, 492, 630nm, 4 more filters optional	
		Wavelengths Accuracy	±2nm	
		Band Width	<8nm	
		Calculation Method	ABS, Cut off, Single Standard, Curve, Multi-percent, Liner regression Index regression, Logarithm Regression, Power Regression, etc	
		Accuracy	0-2.0A:±1.0% or ±0.007A	
		Reading Speed	<5 Seconds in continuous mode for 96 well plate (Single wavelength)	
		Shaking Plate	Shaking time and speed adjustable	
		Memory	Upto 100 programs and 10,000 test results	
		Interface	USB port, SD card slot, RS-232 and RJ45 interface	
		Display	6" LCD (with touch screen function)	
		Input	Touch panel or mouse	
		Output	In-built printer (Additional printing option of attaching external printer)	
		Net Weight	7.5 kg	
		Dimensions	L x W x H (mm) : 455 x 330 x 200	
		Power Supply	AC 220V, 50 HZ	
		HIS and LIS compatibility	HIS & LIS compatible with application support	
2	<b>ELISA WASHER</b>	Data Protection	Auto back up in case of power outage.	1 (one) Unit
		Plate mode	96-/48-well plate or strip	
		Residual Volume	<3µl	
		Washing Volume	10-300µl/Well, 1µl by step	
		Washing Cycle	Maximum 99 cycles	
		Strip washing	1 to 12 strips programmable	
		Soaking time	0-24 hours	
		Shaking time	0-24 hours	
		Display	Large LCD	
		Bottles (Wash Channels)	3 bottles (wash channels)1, for wash 1 for rinse and 1 for waste	
		Memory	99 washing protocols	
		Interface	RS-232	
		Power Supply	AC 100V-240V, 50Hz/60Hz	
		Net weight	10 Kg	
		Dimension: L x W x H (mm)	450 x 390 x 190 mm	
		Incubator Temperature	37° C	



3	<b>Ultra-Centrifuge Machine (20000 r.p.m.)</b>	Moq	1	1 (one) Unit
		Returnable	No	
		Unit Type	Liter/Liters	
		Stock Quantity	10	
		Mop	1	
		Packsize	1	
		Product Unit	1 Liter/Liters	
		Currency	INR	
		Brand Name	RIC	
		Price Type	Fixed	
		Minimum Order Quantity	1	
		Minimum Ordered Packs	1	
		GSTIN	0%	
4	<b>Table Top Centrifuge (16 Holes)</b>	Maximum Speed	4000 rpm	2 (two) Unit
		Motor	DC brushless motor	
		Rotor Capacity	12/18 positions	
		Rotor type	Fixed angle rotor	
		Time Range	0-99 minutes	
		Noise	<70 db	
5	<b>Incubator (Manual)</b>	Temperature range	Ambient + 10 <sup>0</sup> C to 60 <sup>0</sup> C	2 (two) Unit
		Temperature accuracy	±0.2 <sup>0</sup> c @37 <sup>0</sup> C	
		Temperature Controller	<ul style="list-style-type: none"> <li>Dual display PID controller</li> <li>Display SV &amp; PV</li> <li>Auto tuning feature</li> </ul>	
		Temperature sensor	PT100	
		Inner Chamber	SS 304	
		External Cabinet	Powder Coated GI Sheet	
		Insulation	Glass Wool	
		Door	Insulated Door	
		Stock Quantity	10 liters	

*Approved*  
*Suhin Kumar Das*  
*27/5/25*  
**Professor & Head**  
**Department of Biochemistry**  
**College of Medicine & J.N.M. Hospital**  
**WBUHS, Kalyani, Nadia**