



राज्य स्वास्थ्य समिति, बिहार



Pariwar Kalyan Bhawan, Sheikhpura, Patna-800014

NOTICE INVITING TENDERS

e-tender (NIT) Reference No.: -¹⁰...../SHSB/(Rate Contract for Stationery Items)/2020-21
(Notice Inviting Tender for selction of agency for Rate Contract of Stationery Items for State Health Society, Bihar (SHSB))

1. The State Health Society, Bihar(SHSB), Patna intends to select agency(s) via e-tendering for rate contract of Stationery Items for State Health Society, Bihar(SHSB), for the period of **2 year** from the date of agreement. The State Health Society, Bihar, invites bids from eligible business entities, in providing the services as mentioned in this tender document.
2. The contract with the successful bidder/agency will be signed with SHSB.
3. To participate in the e-tendering process, the bidder/agency are required to get themselves registered with Bihar Government Centralized e-Procurement portal, i.e., <https://www.eproc.bihar.gov.in/BELTRON>, shall contact the helpdesk at the following address, "e-Procurement HELP DESK, 1st Floor, M/22, Bank of India Building, Road No. 25, Shree Krishna Nagar, Patna- 800001, Phone No. 0612 – 2523006, Mob. No 7542028164 (Timings: Every Day from 08:00 AM to 08:00 PM
4.) or may visit the link "Vendor Info" at <https://www.eproc.bihar.gov.in/BELTRON> and also inform this to SHSB.

5. Schedule of Events

Sno.	Event Description	Timeline
4.1	Last date & time of downloading the RFP	Till 14/10/2020 (Wednesday) up to 05:00 PM , on the e-Procurement Portal (https://www.eproc.bihar.gov.in/BELTRON).
4.2	Last date & time for submission (upload) of online bidding document.	15/10/2020 (Thursday) till 05:00 PM , on the e-Procurement Portal (https://www.eproc.bihar.gov.in/BELTRON)
4.3	Last date & time for submission of EMD in Hard (Physical) Copies (Offline Mode)	19/10/2020 (Monday) by 01:00 PM , to "The Executive Director (ED), State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna-800014"
4.4	Time, Date of opening of Technical Bid	19/10/2020 (Monday) at 04:00 PM on the e-Procurement Portal (https://www.eproc.bihar.gov.in/BELTRON)
4.5	Time, Date of opening of Financial Bid	To be announced later on the e-Procurement Portal (https://www.eproc.bihar.gov.in/BELTRON)
4.6	Pre-bid meeting (Date & time)	29/09/2020 (Tuesday) at 12:00 PM
4.7	Pre- bid meeting venue	Conference Hall, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna-800014

Note – i) Interested tenderers may obtain further information about this Notice Inviting Tender (NIT) from the office of State Health Society, Bihar.

ii) No tender will be accepted after closing date and time in any circumstances.

6. Tenderer may also download the tender documents (a complete set of document is available on website) from e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>) and submit its tender by using the downloaded document.
7. The tender shall be accompanied by Earnest Money Deposit (EMD) of **Rs. 25,000/- (Twenty Five Thousand rupees only)** in the shape of Demand Draft from any Schedule Bank in favour of State Health Society, Bihar payable at Patna. No bidder is exempted from submitting of the EMD as mentioned in the tender document. Tenders without EMD shall be summarily rejected.
8. Tender Processing Fee (TPF) amount for the sum of Rs. 1,180/- (One thousand one hundred and eighty rupees) to be paid by the bidder through e-Payment mode (i.e. NEFT-RTGS, Internet Banking, Credit / Debit Card) only, to the agency empanelled by Government of Bihar for centralized e-Procurement.
9. The technical and financial bids must be submitted through e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>) before the date and time specified in the NIT. The SHSB doesn't take any responsibility for the delay / Non Submission of Tender / Non Reconciliation of online Payment caused due to Non availability of Internet Connection, Network Traffic/ Holidays or any other reason."
10. The bidders shall submit their eligibility and qualification details, Certificates as mentioned in the tender document, in the online standard formats given in e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>) at the respective stage(s) only.
11. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>).
12. The Bidding documents shall be submitted in the mode as mentioned below:

(1) Earnest Money Deposit (EMD)	Physical (Offline Mode) Note: EMD should not have been issued on a date later than the last date for submission of online bidding document i.e., 15/10/2020 (Thursday) .
(2) Technical Bid	Online (Cover-Technical Stage)
(3) Financial Bid	Online (Cover-Cost Bid Stage)

13. The bids must be uploaded (e-mode/online) at the e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>).
14. All prospective tenderers may attend the Pre-bid meeting. The venue, date and time are indicated in Schedule of Events as in **Clause 4** above.
15. The hard (Physical) copy of the Earnest Money Deposit (EMD) should be mandatorily sent to "The Executive Director(ED), State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna-800014" by Registered Post/ Speed Post or by hand. It must reach the above said address on or

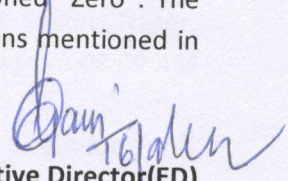
before the closing date & time indicated in Clause 4 above, failing which the tenders will be treated as late tender and would be summarily rejected.

16. In the event of any of the above mentioned dates being declared as a holiday/closed day for the State Health Society, Bihar the tenders/EMD will be received/opened on the next working day at the scheduled time.
17. SHSB reserves the right to accept or reject any or all tender or change the terms and condition of NIT or cancel the NIT without assigning any reasons at any stage and time.
18. For further enquiry and information, please contact to the following officers during office hours 9:30 AM to 6:00 PM-

Shri N.K.P. Singh, Incharge House Keeping, SHSB, Mob.: 9470003000

19. All further notifications/Corrigendum/Addendum, if any shall be posted on e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>)

Disclaimer: Please note, in the "Estimated value box" on the e-Procurement Portal (<https://www.eproc.bihar.gov.in/BELTRON>), "Zero" has been mentioned, by State Health Society, Bihar(SHSB). The actual value of the total works depends on the L1 rate decided by this tender for each items and therefore due to this, it has been mentioned "Zero". The bidders are requested to quote the bids based on the terms and conditions mentioned in the tender document.


Executive Director(ED)
State Health Society, Bihar