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स्वास्थ्य विभाग, बिहार सरकार



# राज्य स्वास्थ्य समिति, बिहार



e-tender(NIT) Reference No.08/SHSB/HMIS(document Scanning, Digitalizing and E-storage services)/2021-22

## NOTICE INVITING TENDER

1. The State Health Society, Bihar (SHSB) is implementing the National Health Mission (NHM) to carry out various health related program(s) and strengthening the health delivery system, in the state of Bihar.
2. The State Health Society, Bihar (SHSB), Patna intends to select agency(s) via e-tendering for the **Rate Contract for providing Services for Scanning of its official documents, conversion to PDF format and uploading on e-office application of National Informatics Centre (NIC) or at any E-storage place as decided by SHSB.** The contract agreement (floating from the NIT) with the successful agency/bidder(s) will be signed with SHSB, and the day-to-day execution of the contract will be done by SHSB or its delegated authority to be decided by SHSB at its sole discretion.
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>, may contact the helpdesk at the following address, "e-Procurement HELP DESK, 1<sup>st</sup> 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) or may visit the link "Vendor Info" at <https://www.eproc.bihar.gov.in/BELTRON> and also inform this to SHSB.
4. 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.

### 5. Schedule of Events

Sno.	Event Description	Timeline
5.1	Last date & time of downloading the RFP	Till 05/10/2021 (Tuesday) up to 05:00 PM , on the e- Procurement Portal ( <a href="https://www.eproc.bihar.gov.in/BELTRON">https://www.eproc.bihar.gov.in/BELTRON</a> )
5.2	Last date & time for submission (upload) of online bidding document.	06/10/2021 (Wednesday) till 05:00 PM, on the e-Procurement Portal ( <a href="https://www.eproc.bihar.gov.in/BELTRON">https://www.eproc.bihar.gov.in/BELTRON</a> )
5.3	Last date & time for submission of EMD in Hard (Physical) Copies (Offline Mode)	09/10/2021 (Saturday) by 12:00 Noon, to "The Executive Director, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna-800014"
5.4	Time, Date of opening of Technical Bid	09/10/2021 (Saturday) at 03:00 PM on the e-Procurement Portal ( <a href="https://www.eproc.bihar.gov.in/BELTRON">https://www.eproc.bihar.gov.in/BELTRON</a> )
5.5	Time, Date of opening of Financial Bid	To be announced later on the e-Procurement Portal ( <a href="https://www.eproc.bihar.gov.in/BELTRON">https://www.eproc.bihar.gov.in/BELTRON</a> )

Note – i) Interested bidders 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. The tender would be accompanied by Earnest Money Deposit (EMD) 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.
7. Bid Processing Fee (TPF) amount for the sum of Rs. 1,180/- (One thousand one hundred and eighty rupees) to be paid through e-Payment mode (i.e. NEFT-RTGS, Internet Banking, Credit / Debit Card) only, to the agency empaneled by Government of Bihar for centralized e-Procurement.
8. The technical and financial bids must be submitted/uploaded 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.
9. The bidders shall submit/upload 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.
10. The bidders shall upload the readable 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>).
11. 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., 06/10/2021 (Wednesday)
(2) Technical Bid	Online (Cover-Technical Stage)
(3) Financial Bid	Online (Cover-Cost Bid Stage)

12. The hard (Physical) copy of the Earnest Money Deposits (EMDs) should be sent to "The Executive Director, 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 date & time indicated in **Clause 5** above, failing which the tenders will be treated as late tender and would be summarily rejected.
13. In the event of any of the above-mentioned dates being declared as a holiday/ closed day for the State Health Society, Bihar the EMD will be received on the next working day at the scheduled time.
14. SHSB reserves the right to accept or reject any or all bids or change the terms and condition of NIT or cancel the NIT without assigning any reasons at any stage and time.
15. For further enquiry and information, please contact to the following officer during office hours 10:00 AM to 6:00 PM on all working days -  
 Shri Arvind Kumar, System Analyst Cum Data Officer, Mobile: 9470003015, Email id: statehealth\_society@yahoo.co.in
16. All further notifications/Corrigendum/Addendum, if any shall be posted on e-Procurement Portal

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(<https://www.eproc.bihar.gov.in/BELTRON>), and shall be binding on all the bidders.

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 project depends on the L1 rate decided by this tender and therefore due to this, it has been mentioned "Zero". However, the bidders will be required to do financial estimations on their own and quote the bids based on the terms and conditions mentioned in the tender document.



Executive Director  
State Health Society, Bihar