



Government of West Bengal  
Office of the Deputy Director of Health Services (E&S), WB  
Central Medical Stores  
141, A J C Bose Road, Kolkata – 700 014  
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**E-Tender for Collection of Raw Human Placentae from specified Health Institutions in the State for two years from the date of award of contract.**

(Through Pre-qualification)

**NIT No: HST/4T-46-2021/HP/2021/155**

**Dated: 09-11-2021.**

Dy. Director of Health Services (E&S), W.B., having this office at Central Medical Stores, 141, A.J.C.Bose Road, Kolkata-14 invites E-tender on behalf of the Health & Family Welfare Department, Govt. of West Bengal from the intending bonafide firms for sale of Human Raw Placentae by the approved firms from different Health Units under the control of Government of West Bengal as per list in ANNEXURE-1, in terms of Memo. No. – HF/O/PHP/575/5F-01/2012, Dated: 31-08-12(Placed below).

**General Terms and Conditions**

1. The tenderer submitting the tender would be deemed to have considered and accepted all the terms and conditions of contract. No verbal or written enquiries will be entertained in respect of acceptance or rejection of the tender.
2. The tenderer should read the General Terms and Conditions and give their acceptance to that effect.
3. The period of the contract will be for Two calendar years from the date of signing of the contract with the provision of extension as decided later on at the same terms and conditions, including the rates provided the performance of the successful bidder has been satisfactory.
4. The bid documents may be downloaded from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate or from the Health & Family Welfare Department's website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) and necessary Earnest Money is to be deposited by the intending bidder to participate in the tender through the Government Pooling account of the ICICI Bank either of the following payment modes:
  - i) Net banking (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway.
  - ii) Through RTGS/NEFT

**ON-LINE PAYMENT PROCEDURE: Login by the Bidder:**

- a. An intending bidder shall login to the e procurement portal of the Government of West Bengal at <https://wbtenders.gov.in> using his login ID and Password.
- b. The bidder will have to select the particular tender and arrange payment of the required EMD amounting to Rs 50,000 (Rupees Fifty Thousand only) by selecting from either of the following payment modes:

- i. Net banking (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway. On selection of net banking as the payment mode, the bidder will be redirected to the webpage of ICICI Bank Payment Gateway (along with a string containing a Unique ID) from which the Bank through which the transaction is intended will have to be selected. The bidder will then receive a confirmation message confirming success of the transaction. If the transaction is successful, the amount paid by the bidder will get credited in the respective pooling account of the State Government maintained at the R N Mukherjee Road Branch of ICICI Bank at Kolkata towards collection of EMD. If the transaction fails, the bidder will have to try for payment again by going back to the first step.
- ii. RTGS/NEFT- In case of offline payment through bank account in any bank: On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled Challan and the details required to process RTGS/NEFT transaction. The bidder will have to print the Challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account. Once payment is made, the bidder will have to come back to the e-procurement portal after expiry of a reasonable time (T+2 days) to enable the NEFT/RTGS process to complete, in order to confirm the payment and continue the bidding process. If the transaction is successful, the amount paid by the bidder will get credited in the R N Mukherjee Road Branch of ICICI Bank at Kolkata towards collection of EMD. If the payment verification is unsuccessful, the amount will be returned to the bidder's account. The bidder will have to try again for payment by going back to the first step.
- iii. For RTGS/NEFT, the bidders are requested to process the uploading of the bid document well in advance prior to closing of the bid to avoid the risk of transaction failure.

## 5. **Delivery of the tender**

- (A) **Submission of Bids:** - The bidding will be done on a **two bid** method. **(i) Technical Bid i.e. Bid-A, (ii) Financial Bid i.e. Bid-B.** Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>. All papers must be submitted **on-line through NIC portal** in English language only. No opportunity will be given for subsequent submission of any documents. Hence, the bidder should be very cautious before submitting the tender online.

**1. Technical Bid i.e. Bid-A,**  
(Single file multiple pages scanned)

**Statutory, containing the following documents:-**

A	<b>Application for submitting the Tender. (To be submitted in the Bidder's own letter head)</b>
B	<b>Certificate of registration in respect of MSE , WB / Registration with Register of Companies</b>
C	<b>Checklist in prescribe proforma.</b>
D	<b>Authorisation letter in favour of the signatory authority (DSC holder) from the competent authority of the company.</b>
E	<b>Copy of agreement between the Tenderer and the Authorised Agency who collect the Placentae from Labour Room.</b>
F	<b>Income Tax Returns submitted for the Assessment Year-2019-20/2020-21</b>
G	<b>GST Return for Last quarter (Or. Any month of the last quarter) for the Financial Year 2019-20/2020-21/ 2021-22</b>

**Non Statutory / My space containing the following documents:-**

Sl. No.	Category	Sub Category	Sub Category Description
A	Certificates	A1. Certificates	PAN Card of the authorized signatory
			Certificate of registration in respect of MSE , WB / Registration with Register of Companies
			GST Registration Certificate.
			License from Drug Control Authority to process the collected Placentae.
			Pollution Control Board Clearance Certificate, Consent to Operate Certificate issued by PCB
B.	COMPANY DETAILS	B1. COMPANY DETAILS	Current Trade Licence/Enlistment certificate
			Related license(s)/documents regarding processing & disposal of Human Placentae.
			Affidavit sworn before Notary Public/Judicial Magistrate/Executive Magistrate.
C.	CREDENTIAL	C1: CREDENTIAL 1	Documents for any previous experience.
D.	FINANCIAL INFO	D1. Audited P/L A/c. & BALANCE SHEET	1. P/L A/c. & Balance sheet 2018-19
			2. P/L A/c. & Balance sheet 2019-20
			3. P/L A/c. & Balance sheet 2020-21

**2. Financial Bid i.e. Bid-B. : - BOQ**

The rates for Collection of Raw Human Placentae must be quoted per annum. If the approved agency intends to pay in 2 (two) equal installments p.a. the amount & date of payment will have to mention. Payment as per Clause No. 22 must be made one month before commencement of collection of Raw Human Placentae through online deposit system.

**N.B. - H1 bidder will be accepted on the basis of the Financial Bid submitted by the technically eligible bidders.**

**(B) Submission of Hard Copies: - The bidders are not required to submit hard copies of Bid A or My documents. Submission of hard copy of Financial Bid is totally prohibited.**

6. **Earnest Money:-** Earnest Money amounting to Rs 50,000/- (Rupees Fifty thousand) only must be deposited through online system as per clause no. 4 .
- The Earnest money will be liable to be forfeited if the tenderer withdraws the tender for any particular item or fails/refuses to enter into written Deed of Agreement for any or all of the items of the accepted tenders.
  - The Earnest money will be refunded to the unsuccessful tenderers after receiving the prayer for the release of the same. In case of successful tenders it will be refunded after execution of Agreement and successful payment of the contract value for the tender period.

7. **Time Schedules for the E-tender**

The time schedule for obtaining the bid documents, pre bid meetings, registration with the tendering authorities, the submission of bids and other documents etc. will be as per the list given below.

Sl. No.	Items	Publishing Date {to be fixed Later on by DDHS(E&S), WB }
1	Date of uploading of NIT Documents(Online )	09.11.2021
2	Documents download start date (Online)	09.11.2021
3	Date of hoisting of documents at Departmental website( <a href="http://www.wbhealth.gov.in">www.wbhealth.gov.in</a> )	09.11.2021
4	Proposal regarding any amendment/correction of T&C or Items (if any) may be submitted to email : <a href="mailto:cmswbhealth@gmail.com">cmswbhealth@gmail.com</a> .	15-11-2021 at 12:00 noon
5	<b>Bid Submission Start Date</b>	18-11-2021 from 06:00 p.m.
6	<b>Bid Submission Closing Date(Online)</b>	06-12-2021 up to 12:00 Noon
9	<b>Bid Opening Date for Technical Bids (BIDA)</b>	06-12-2021 from 12:30 p.m.
12	<b>Date of uploading of List of qualified Bidder of Bid A,(Online)</b>	<b>To be notified in the website: <a href="http://www.wbhealth.gov.in">www.wbhealth.gov.in</a></b>
13	<b>Date of opening of Financial Bid/Bid B (Online)</b>	
14	<b>Date of publishing Rate Schedule</b>	

8. An affidavit, sworn in before the Notary Public/Judicial/Executive/Metropolitan Magistrate which contains an undertaking to the following extent be submitted
- That all the statements submitted by him are true to his knowledge and belief.
  - That he should abide by all the terms and conditions for the said tender.
  - That any failure and deviation of breach of contract shall attract penal measures.
9. The T.S.C. reserves the right to accept or to reject any tender without assigning any reason.
10. The Hospital authority will discuss with the approved tenderers and will decide the time of interval for collection of Raw Human Placentae.
11. **Validity of Tender Period:** - The tender period will be effective from **01-01-2022 to 31-12-2023** which may be extended for a period of 6 (six) months on approval of Director of Health Services, West Bengal and under special circumstances for a further period of 6 (six) months by the Health & Family Welfare Department.
12. The intending tenderers are requested to carefully read the terms and conditions of the tender. No subsequent prayer for deviation/exemption from the quoted terms will be accepted. Tenders not accompanied by the required/attested documents/proforma duly filled in will summarily be rejected and no correspondences will be entertained thereafter.
13. The approved bidders will have to supply the printed formats, registers etc, for record, the staff for the purpose will be detailed by the MSVP/Superintendent Hospital.



# **ANNEXURE – 1**

(As per Memo no. – HF/O/PHP/575/5F-01/2012, Dated: 31-08-12)

## **LIST OF HEALTH INSTITUTIONS/ HOSPITALS FOR COLLECTION OF RAW HUMAN PLACENTAE:-**

1. District Hospital, Shaktinagar, Krishnanagar, Nadia,
2. Ranaghat S.D.Hospital, Ranaghat, Nadia.
3. Shantipur S.G.Hospital, Shantipur, Nadia.
4. J.N.M.Hospital, Kalyani, Nadia.
5. Barrackpore S.D.Hospital, Barrackpore, North 24-Parganas.
6. Habra S.G.Hospital, Habra, North 24-Parganas.
7. Howrah District Hospital, Howrah.
8. Basirhat S.D.Hospital, Basirhat, North 24-Parganas.
9. Diamond Harbour S.D. Hospital.
10. Barasat District Hospital, Barasat, North 24-Parganas.
11. Panihati S.G.Hospital, Panihati, North 24-Parganas.
12. Baruipur Rural Hospital, South 24-Parganas.
13. Uluberia S.D.Hospital, Uluberia, Howrah.
14. Chandannagar S.D.Hospital, Chandannagar, Hooghly.
15. Imambara District Hospital, Chinsurah, Hooghly.
16. College of Medicine & Sagar Dutta Hospital, Panihati, North 24-Parganas.,
17. Burdwan Medical College & Hospital, Burdwan.
18. M.R.Bangur Hospital, Tollygunge, Kolkata-33.
19. Chittaranjan Seva Sadan, Kolkata-26.
20. Vidyasagar Hospital, Behala, Kolkata-34.
21. Calcutta National Medical College & Hospital, Kolkata-700014.
22. N.R.S.Medical College & Hospital, Kolkata-700014.
23. Medical College & Hospital, Kolkata-700073.
24. R.G.Kar Medical College & Hospital, Kolkata-700004.
25. Bongaon S.D.Hospital, Bongaon, North 24 Parganas.
26. Kalna S.D.Hospital, Kalna, Burdwan.
27. Canning S.D.Hospital, Canning, South 24-Parganas.
28. Salt Lake S.G.Hospital, Kolkata-64.
29. Walsh S.D.Hospital, Serampore, Hooghly.
30. Lady Duffrin Victoria Hospital, Kolkata-09.
31. Uttar Para S.G.Hospital, Uttar Para, Hooghly.
32. Naihati S.G.Hospital, Naihati, North 24-Parganas.
33. S. N. PANDIT HOSPITALS, ELGIN ROAD, KOLKATA-20
34. T. L. JASWAL HOSPITAL, LILUAH, HOWRAH
35. ABINASH DUTTA HOSPITAL, BK PAUL AVENUE, KOLKATA-05
36. ASHOKENAGAR S.G. HOSPITAL, NORTH 24 PARGANAS
37. MURSHIDABAD MCH, BAHARAMPUR, MURSHIDABAD
38. SURI SADAR HOSPITAL, BIRBHUM
39. SINGUR RURAL HOSPITAL, HOOGLY
40. ARAMBAGH S.D. HOSPITAL, HOOGLY
41. HARIPAL RURAL HOSPITAL, HOOGLY
42. TARAKESWAR RURAL HOSPITAL, HOOGLY

## PRO-FORMA OF CHECK LIST

(E-Tender for Collection of Raw Human Placentae from Govt. Health Institutions  
in the State as per Annexure-1.)

NIT. No: ....., Date:-.....

Name of the Bidder: .....

Registered Address:.....

Contact Person :..... Mob. No.: .....

Sl. No.	Items	Page No. (if Yes)		Not Applicable	Remarks (For office use)
		Yes	No		
1	Application for submitting the Tender. (To be submitted in the Bidder's own letter head)				
2	Whether Earnest Money submitted online?				
3	Certificate of registration in respect of MSE , WB				
4	Certificate of Incorporation/ Registration with Register of Companies/Deed of Consortium or Partnership Firm with Registration Certificate				
5	Authorisation letter of signatory from the Bidder.				
6	Copy of agreement between the Tenderer and the Authorised Agency who will collect the Placentae from Labour Room.				
7	PAN Card of the Authorised signatory/Bidder				
8	Income Tax Returns submitted for the Assessment year 2019-20 / 2020-21				
9	GST Registration Certificate				
10	GST Returns (any month or. quarter) for the year 2019-20/2020-21/2021-22 (If applicable, if not applicable self declaration is required)				
11	Up to Date Trade license/ Enlistment Certificate				
12	Registration certificate for Silver Extraction (if any)				
13	<b>License from Drug Control Authority to process the collected Placentae.</b>				
14	Pollution control board clearance certificate, Consent to operate certificate issued by the PCB				
15	<b>Related license(s)/documents regarding processing &amp; disposal of Human Placentae.</b>				
16	Affidavit sworn before notary public/ judicial/executive magistrate as per clause no. 8 of the terms & conditions				
17	Documents for any previous experience				
18	Audited P/L A/c. & Balance Sheet for the year 2017-2018				
19	Audited P/L A/c. & Balance Sheet for the year 2018-2019				
20	Audited P/L A/c. & Balance Sheet for the year 2019-2020				

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Signature of the Authorized signatory

(Seal)

**PRESCRIBED PRO-FORMA OF AGREEMENT**

India Non Judicial Stamp of Rs.100

**Contract for collection of Raw-Human-Placenta from different Govt. Health Facilities as per Annexure – 1 with effect from ..... to ..... and upto the extended period (if any)**

This 'Contract' is made on the ..... between Health & Family Welfare Department, Drugs & Equipment Branch, Swasthya Bhawan, GN-29, Sector – V, Salt Lake City, Kolkata-91, Govt. of WB (herein after called the 'Client') and on the other hand M/S ..... of ..... (herein after called the 'Agency')

**WHEREAS**

A. The Client has accorded the permission to the agency for collection of Raw Human Placenta from different Health Institutions (as per list in Annexure- 1) under the control of the client as stated in this contract (herein after called the 'Services') which the Agency is collecting on behalf of the client.

**AND WHEREAS**

B. The Agency, having represented to the client that they have adequate professional trained manpower, expertise and state of the art facility to provide the services on the Terms & Conditions set in this contract.

**NOW THEREFORE** the party is hereto agreed the followings:-

- I. The following documents attached here to shall be deemed to form an integral part of this contract :
  - A. Order of Health & Family Welfare Department, Govt. of West Bengal for approval of collection of Raw Human Placenta from different Health Institutions in West Bengal (as per list on Annexure –1) for the period ..... as per GO No. ...., dated .....
- II. The rights and obligations of the Agency shall be as set forth herein below, in particular:
  - A. The Agency shall carry out the services of collection of R.H.P. in accordance with the provisions of the contract.

**III. Terms & Conditions:-**

- 1. That the Agency will supply the coloured polyethylene bags (yellow) and other accessories as required for collection and handling in accordance with "The Biomedical Waste Management & Handling Rules-1998," and its subsequent amendments thereof and the Agency has valid License renewed at regular interval.
- 2. That the Agency will supply the printed formats, registers etc, for record at Hospitals. The staff for the purpose will be detailed by the MSVP/Superintendent Hospital concerned.
- 3. That the persons, Authorised by the Agency will collect 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> gravida of placentae from Labour Room authorized staff from the Health Institutions as per list in Annexure -1 . Placentae of twin, Premature, Rh (-), Breach, Infected, HIV+, HBB-B, C, E will be exempted. A quarterly report in this regard will have to be submitted. Labour Room Sister-in-Charge of the Hospital concerned will look after the said work and will maintain the register of collection everyday in labour room of the Hospitals.



4. That the Agency will provide good quality Refrigerators, maintenance of which will also to be borne by the Agency. Electricity will be provided by the Government, who, however, will not be responsible for power failure/damage.
5. (i) That the quantity 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> grvida of placentae may vary from time to time (depending upon no. of delivery), the Agency will have to accept the number as it is being generated.  
(ii) That both the parties agreed that R.H.P. 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> gravid shall be used for medicine and R&D purpose only and the Agency has valid Drug License & W.B.P.C.B (Consent to operate) License to this effect.
6. **That the Agency will pay Rs. ....  
(Rupees.....) per annum in two (02) equal instalments of Rs.....  
(Rupees.....) per annum.**
7. That the Agency will arrange training programmes at Institutions Level for Orientation training of the MSVP/Superintendents (and his/her Deputy) Nursing Superintendent (and her Deputy), Labour Room-in-Charge and other Nurses, Labours Room Gr-D staffs, Waste Management In-Charge etc. At regular intervals.
8. (i) That the Agency will ensure regular collection of R.H.P from the listed Health Institutions and maintain regulatory compliance of State /Central Drug Authorities.  
(ii) That the Agency has valid Drug License to process the RHP from the State /Central Drug Authorities.
9. That the points not noted here, but as may be envisaged in subsequent occasions will have to be accepted by the Agency and such expenses will have to be borne by the Agency.
10. That the arrangement is for the present and the process may be reviewed with due consideration of the sustainability and other related factors.
11. That the deposit head will be **“0210-Medical & Public Health-01-107-Receipts from Drug Manufacturers-001-Receipts under the Drugs Act-13-Receipt”**
12. That the deposit challan should be submitted to the CMS for their record.

**IV. Termination: The Health & Family Welfare Department of the Government of West Bengal may terminate the ‘Contract’ if it is determined that the Agency has committed any breach of conditions of the ‘Contract’.**

**IN WITNESS WHERE OF**, the parties hereto have caused the ‘Contract’ to be signed in their respective names as of the day & year first above written.

**FOR ON BEHALF OF THE CLIENT**

**FOR ON BEHALF OF THE AGENCY**

**WITH SEAL**

**WITH SEAL**

.....

.....

**By....**

**By....**

## **IMPORTANT INFORMATION ABOUT ONLINE TENDERING**

### **1<sup>st</sup> Step.:**                    **SEARCHING THE TENDER**

- After Login on wbtenders.gov.in with DSC ,click on Search Active Tenders
- In keyword write CMS or Tender memo. no. as reference no. on NIC website.

### **2<sup>nd</sup> Step.:**                    **DOWNLOADING THE TENDER DOCUMENTS**

- After searching the particular tender you will find NIT & BOQ , click on those to download and save the documents.
  - While downloading the BOQ please do not change the name of the BOQ and quote as per the exact Accounting Unit, as mentioned in the Items list under Table-I.

### **3<sup>rd</sup> Step:**                    **REGARDING ‘MY DOCUMENTS’**

- First upload all the My Documents before starting the Bid Submission process.
  - While starting the Bid submission process an option will arise “Whether EMD Exempted or Not”; after that you will find an option “Do you want to submit other Important documents”.
  - Here click on YES to submit the ‘MY DOCUMENTS’ and then tick mark the check boxes to tag those documents in that particular tender.
    - Then you have to tick the items you want to submit Bid.
      - This process will be carried out in each and every GROUP that you are participating.

### **4<sup>th</sup> Step:**                    **REGARDING ‘BOQ’**

- While first opening the BOQ there is an option at top of the rows as “Security warning Macros have been disabled” Click on options
  - Select “Enable the content” then OK.  
This will provide you the Total in Words

### **5<sup>th</sup> Step:**                    **Submission Of EMD through Bid Submission Process**

After selecting the option as “Whether EMD Exempted or Not”, the screen would display two options. Either you can proceed for “Pay Online” option on the left-hand side or “Submit OID” option on the right-hand side. After submitting the OID, Click “Encrypt & Upload” which will lead you towards submission of Technical and Financial Bids.