



OFFICE OF THE SUPERINTENDENT
SILCHAR MEDICAL COLLEGE & HOSPITAL
P.O. GHUNGOOR, SILCHAR, ASSAM (INDIA), PIN-788014

NOTICE INVITING TENDER

No. SMCH. 6396 /2026 Sealed Tenders in prescribed tender document affixing non-refundable court fee stamp of 8.25 (Rupees Eight and paise twenty five only) are invited in a Double bid system from eligible bidders "Electrical Items" as per the details given in the Tender document.

The Terms and Conditions and other related aspects are outlined in the Tender Document.

Tender Document is made available in the Website of Silchar Medical College & Hospital, Ghungoor, Silchar, Assam 788014. (<https://www.smcassam.org>)

All the pages of the tender document should be signed by the bidder as a token of acceptance of the terms and conditions. Tender form duly completed in all respect should be submitted to the TENDER BOX of the office of the Principal cum Chief Superintendent, Silchar Medical College & Hospital Silchar, 788014. Tender documents, if submitted by other mode such as by post or e-mail etc. will not be accepted.

Date and Time of availability of tender document	10 th July /2026 at 11:00 AM
Date and Time of Start of Bid Submission	10 th July /2026 at 11:00 AM
Date and Time of Pre-Bid Meeting	15 th July /2026 at 12:00 PM
Date and Time of End of Bid Submission	31 st July /2026 at 11:00 AM
Date and Time of Opening of Technical Bid	31 st July /2026 at 11:30 AM
EMD	Rs. 10,000/- (Rupees: Ten Thousand only)


Superintendent

No. SMCH/6397-99

Copy forwarded for information to-

1. The Director of Medical Education, Government of Assam, Six-Mile, Guwahati, Assam
2. The Principal cum Chief Superintendent, Silchar Medical College & Hospital, Silchar, Assam
3. Office copy

 Silchar Medical College & Hospital, Silchar
Dated, Silchar the: 09/07/26


Superintendent

 Silchar Medical College & Hospital, Silchar.

Silchar Medical College & Hospital

Ghungoor, Silchar, Assam, PIN - 788014

**DOUBLE BID TENDER DOCUMENT FOR ELECTRICAL ITEMS AS WHEN NECESSARY FOR
A PERIOD OF 24 MONTHS TO THE ESTABLISHMENT OF THE SUPERINTENDENT,
SILCHAR MEDICAL COLLEGE & HOSPITAL, SILCHAR, ASSAM**

NOTE

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1. The document contains 11 Pages.
2. Last date & time of receiving the fully filled in Tender document with all requisite enclosures is up to 31/07/2026
3. Date and time of opening the tender document by the Tender & Purchase Committee in presence of the bidder or their authorized representative is at in the Chamber of Additional Superintendent, Silchar Medical College & Hospital, Silchar.
4. Bidders are required to ensure their presence at the time of opening of the of the tender document.
5. The entire documents should be duly filled in and submitted in original.
6. All pages should be signed by the Applicant with date. No pages should be removed from the tender document
7. All information to be written legibly. Where figures are furnished, these are to be written in words also, within brackets.
8. Attach separate sheets wherever necessary putting proper annexure number serially
9. This tender document shall remain valid for a period of one year from the date of issue. The contract for which this tender document is issued will be for a period of 24months (02 years) from the date of entering into the agreement of contract by the successful bidder.

1. KEY TERMS

Following words and terms used in this document shall, unless the context requires otherwise, have the following meaning:

- a. **"Tender" or "Bid"** means the formal offer to supply items.
- b. **"SMCH"** means Silchar Medical College & Hospital

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- c. **"EMD"** means Earnest Money Deposit
- d. **'Applicant' or 'Tenderer' or 'Bidder'** means the person submitting the Tender pursuant to the Notice Inviting Tender.
- e. **"Committee"** means Tender and Purchase Committee
- f. **"Nodal Officer "**is the Chairman of the Tender & Purchase Committee, SMCH, Silchar
- g. **"Term"** means the term commencing from the Commencement Date, until the termination of the rate contract awarded to the successful bidder to supply Computer & Computer related and Electronic Items to the Office of the Superintendent.

2. TERMS & CONDITIONS

a. Eligibility and Qualifications

1. Any registered Manufacturer/Authorized dealer/Distributor/ Firm / Vendor having valid trade license(Copy to be attached with annexure-1)
2. Proven ability and experience of One years of electrical items to Govt., Semi-Govt. Organizational PSU (proof to be attached with annexure-1)
3. **GST Registration** and proof of filing GST Return **for** any month of the year 2025. Proof of return filed before 2024 shall not be accepted (proof to be attached with annexure-1)
4. **PAN** of the Proprietor/ Manufacturer / Authorized dealer / Distributor / Vendor (copy to be attached with annexure-1)
5. **Not blacklisted** by any Government Departments for any type of contract, be it Electrical Items or Others.

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b. Mandatory Requirements on the part of the bidder

- i. **Form 16** or **ITR Acknowledgement** or **Form 26AS** of Income Tax Department of India of Assessment Year 2024-25 and 2025-26 (any deviation from this will disqualify the submitted tender document) - Copy to be attached with Annexure-1
- ii. Declaration on non-judicial stamp paper of ₹50/- duly attested by Notary Public to the effect that the Applicant is not barred or black-listed on any Government Department or public sector Undertaking- Original copy to be attached. Submission of photocopy will disqualify the tender.
- iii. Certificate of sound financial status from the bank with which the bidder has financial transactions mentioning the account number of the bidder. Not mentioning the account number will disqualify the submitted tender document.
- iv. Detailed financial statement of bank account showing balance on the last day of each month of August, September & October, 2025 to be attached failing which the submitted tender will be summarily rejected.
- v. A self-certified Certificate of furnishing correct information is to be submitted by the bidder to the effect that correct information has been furnished in the Tender and the Applicant shall be solely responsible for furnishing misleading, wrong or false information. Furnishing of misleading, wrong or false information if detected by the Committee will lead to the rejection of the submitted tender document.
- vi. Submission of Annexure-1 is mandatory. However, the bidders can choose to submit Annexure-2 or Annexure-3 or both Annexure-2 & 3.

c. Earnest Money Deposit

Tenderer shall furnish along with their tender an Earnest Money Deposit of ₹ 10,000/- (Ten Thousand only) in the form of Demand Draft in favour of "Hospital Management Society, Silchar Medical College & Hospital, Silchar" payable at Silchar. Earnest money in any other form of cash or Cheque shall not be accepted

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Tender not accompanied by the EMD shall be summarily rejected on the day of opening the tender document itself

Earnest Money Deposit of unsuccessful bidders shall be returned on written application mentioning the Draft without interest after the finalization of the tender. Bidders are advised to keep photocopy of the EMD instrument with them.

d. Price Schedule and Payment Terms

Tenderers should quote rate of each Item without fail either in----- . **If the rate of a particular item is not filled up, the tender document shall not be considered for comparative evaluation.** The Rates should be quoted as per specification **inclusive of all types of current taxation.** Tender & Purchase Committee is not bound to accept the lowest bid.

e. Terms of Delivery

All the Items should be delivered free of cost at the Store of the establishment of Superintendent, Silchar Medical College & Hospital, Silchar, Assam-788014

f. Delivery Period

The Items should be supplied within 15 days (including holidays) from the date of issue of Purchase order. The delivery shall be through Parcel/Courier/in person on the risk and responsibility of the firm. No postage, Insurance or any other charges whatsoever extra shall be paid. Submission of proof of delivery shall be mandatory for clearing the payment related matters.

g. Penalty Clause

- i. **For delays:-** If the supplier fails to supply the Items as per purchase order within the time period specified in the contract, the purchaser shall deduct from contract price/EMD a sum equivalent to 0.5% of the price of delayed items for each week of delay or part thereof until actual delivery up to a maximum of 10(ten) percent. Once the maximum is reached, the purchaser may consider termination of the contract.
- ii. **Termination of default:-** The purchaser may, without prejudice to any other remedy or breach of contract, by written notice of default sent to the supplier, terminate the contract in whole or part if the supplier

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Fails to deliver any or all items ordered to him within the time period specified in the contract, or if the supplier fails to perform other obligation under the contract. In the event of the termination of the contract by SMC & H, Silchar, Cacharin whole or in part, the SMC & H, Silchar, Cachar may procure, upon such terms and in such manner as it deems appropriate the undelivered items and the supplier shall be liable to pay for any excess cost for such purchases. However, the supplier shall continue performance of the contract to the extent not terminated.

iii. **Force majeure:-** The supplier shall not be liable for (a) and (b) above, if its delay in performance or other failure to perform its obligations under the contract is the result of an event of force majeure (Means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable). Such events may include, but or not restricted to, acts of the purchaser either in its sovereign or contractual capacity, wars or revolution, fires, floods, epidemics, quarantine restrictions and freight embargo. The supplier shall promptly notify the purchaser of such conditions and the causes.

h. The Tender & Purchase Committee reserves the right to accept or reject any tender or the whole tendering process and reject any or all tenders at any time prior to award of the contract, without thereby incurring any liability to the affected Bidders or any obligations to inform the affected Bidders of the grounds for the Committee's decision.

3. RESOLUTION OF DISPUTES

In case of a dispute or difference arising between supplier and purchaser relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole Arbitrator duly appointed by The "Hospital Management Society, Silchar Medical College & Hospital, Silchar". The award of the arbitrator shall be binding to the parties concern.

4. SUBMISSION OF TENDER DOCUMENT

Tenderer should submit the tender in a single sealed envelope containing all requisite documents as per check list. This sealed envelope cover shall be marked as "ELECTRICAL ITEMS AS WHEN NECESSARY TO THE ESTABLISHMENT OF THE SUPERINTENDENT, SILCHAR MEDICAL COLLEGE & HOSPITAL, SILCHAR, ASSAM"

The full name and address, phone number and E-Mail id of the tenderer submitting The tender shall be written on the envelope. If submitted by Post, the sealed envelope marked as above shall be enclosed in another cover properly addressed and shall be sent by Registered Speed Post. The Tenders must be submitted to Office of the Superintendent, Silchar Medical College & Hospital, Silchar, Assam-788014.

The date and time for the receipt of envelope containing tender shall strictly apply in all cases. The tenderer should ensure that their tender is received by the Office of the Superintendent, Silchar Medical College & Hospital, Silchar, Assam-788014 before the expiry of the date and time as scheduled. Postal delay of any kind shall not be considered by the committee for the late receipt of the tender. Tender offered or received after expiry of the date and time will either not be accepted or if inadvertently accepted will not be opened and shall be returned to the tenderer unopened.

5. OPENING OF TENDERS

Following procedure shall be adopted for the opening of Tenders:

The envelope containing the tender document with all enclosures will be opened on the date and time as scheduled to verify its contents as per the requirement. If the various documents contained in this envelope do not meet the requirements, a note will be recorded accordingly by the committee and decision will be taken afterwards as per terms & conditions. No claim of any kind will be entertained from a bidder who does not remain present at the time of opening the bidding. After opening the bidding documents, all the bidders will be allowed access to the bidding document of each other one by one. **Any objections, raised by a bidder against another bidder / bidders on any aspect of the bidding document, has to be submitted in written only to be addressed to the Nodal Officer, Tender & Purchase Committee before 04.00 pm of the next working day only. No objection of any kind will be entertained by the committee on the day of opening the tender**

6. SELECTION OF SUCCESSFUL BIDDER

- a. Quality, Price & Warranty (where applicable) will be taken into account while selecting the successful bidder. Products having more warranty period will be preferred. So the right to choose the successful bidder lies with the **Tender & Purchase Committee** and not necessarily the lowest bidder.
- b. The committee, if desires may or may not take suggestion from competent authority in deciding the successful bidder but the suggestion given by those authorities shall not be binding on the committee. The decision taken by the

committee in selecting the successful bidder will be final and the same will be recommended to the Superintendent for award of contract. However, the recommendation made by the committee shall not be binding on the Superintendent, SMCH. The superintendent may accept or reject the recommendation made by the committee and take steps as he deems fit, as per rules.

- c. The committee reserves the right to decide whether to take any suggestion from any other competent authority in the entire bidding process.

7. WARNING

Canvassing in any form either verbal, written, digital, telephonic or third party approach etc. to chairman, member secretary or any of the members of the Tender & Purchase Committee will be a disqualification. **The committee shall not entertain any recommendation letter or forwarding in official Computer & Computer related and Electronic Items or personal letter of any Govt./Non-Govt. Authority/Individual in any stage of the tendering process till award of the final contract. In case, a bidder is found to be submitting such recommendations, either directly to the committee or through the College or Hospital Authority of Silchar Medical College, Silchar or any other authority at any stage of the tendering process, the committee will summarily reject his tender document**

8. ENCLOSURE CHECK-LIST

The bidders are required to furnish enclosures as detailed in the following checklist giving proper enclosure number as per the list. Failure to provide any of the below prescribed enclosures will summarily disqualify the tender document. **This is in addition to the duly signed tender document in all pages along with Annexures.** No extra documents to be submitted other than what is asked. Extra documents if submitted will not carry any extra points for consideration.

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Sl No.	Type of Enclosure	Category
1	Valid Trade License	Photocopy
2	Experience of One Years	Photocopy
3	GST Registration	Printing from Online Screenshot / Website Or Photocopy
4	Avg. Annual Turnover last three financial years	Photocopy
5	PAN	Photocopy
6	Declaration of not being black listed	Original
7	Certificate of Furnishing correct information	Photocopy
8	Draft of EMD	Original
9	Valid Address proof of the Authorized Signatory	Photocopy
All enclosed documents must be signed with date. Each page of the tender document should also be signed with date by the bidder		



Superintendent,
Silchar Medical College & Hospital,
Silchar, Assam

ANNEXURE -1

TENDER FOR SUPPLY OF ELECTRICAL ITEMS TO THE ESTABLISHMENT OF THE
SUPERINTENDENT,
SILCHAR MEDICAL COLLEGE & HOSPITAL, SILCHAR, ASSAM

1	Name of Bidder (Manufacturer / Authorized dealer / Distributor / Firm / Vendor)	
02	Detailed Address of the Bidder	
03	Address (from where the supply would be made if the bidder qualifies)	
04	Telephone / Cell phone Numbers of the Bidder	
05	E Mail id of the Bidder	
06	Name, Designation, Address, Mobile No. & eMail id of Authorized Signatory	
07	Name, Branch & Account No. mentioning type of account of Bank with which the Bidder has Financial Transactions (All payments will be made to this account only if the bidder qualifies)	
08	Details of EMD with Demand Draft Name of Bank & Branch	
09	Details of Trade License (Copy to be enclosed)	
10	GST Details – Number and Returns (Copy to be enclosed)	
11	PAN of the Bidder (Copy to be enclosed)	

I / We do hereby certify that I/we have read and fully understood all the terms and condition contained herein and undertake myself/ourselves to agree and abide by them.

(Signature of the Bidder)
Name and Address with date

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ANNEXURE – 2

The committee reserves the right to decide whether to take unit wise price quote of the items or the total amount of all items taken together in deciding the successful bidder.
Bidder is required to quote prices of all the items. Leaving any item blank will disqualify the Tender

NAME OF THE ELECTRICAL ITEMS:-

SL.No.	Item	Price Quoted (Unit price)
1	LED Bulb 12 watt	
2	Black Tape	
3	Cable Clip 4M/M	
4	Cable clip 6M/M	
5	Cable Clip 8M/M	
6	Casing & capping 1"	
7	Capacitor 2.50 MFD	
8	Flexible copper wire	
9	6.5 PVC Gutka	
10	Screw 35×8	
11	Isolator 63 AMP 4 pole	
12	Isolator 100 AMP 4 Pole	
13	Isolator 63 AMP 2 Pole	
14	Isolator 40 AMP 2 pole	
15	Angle Holder	
16	Isolator 100 AMP 2Pole	
17	10 AMP MCB	
18	16 AMP MCB	
19	32 AMP MCB	
20	MCB box 1 Way	
21	Pendent Holder	

22	16 AMP Socket	
23	16 AMP Switch	
24	16 AMP S.S. combine	
25	LED tube Light Set	
26	1M/M Copper wire	
27	2.5 M/M Copper Wire	
28	4 M/M Copper Wire	
29	M.C.B box 2 ways	
30	8×10 PVC board	
31	6×8 PVC board	
32	10×12 PVC box	
33	7×4 PVC board	
34	Switch 6 AMP	
35	PVC Board 4X4	
36	16 AMP 3 Pin top	
37	6 AMP 3 Pin top	
38	Socket 6 Amp	

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 Silchar Medical College & Hospital
 Silchar, Assam

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