

Government of West Bengal
Department of Health & Family Welfare
Office of the Principal
College Of Medicine & Sagore Dutta Hospital
578 B.T. Road, Kamarhati, Kolkata-700058
Phone- 033 20533303, Email- principal.sdmch@gmail.com

No.- COMSDH/Prin/Quotation/2891/23

Date- 1st December, 2023

NOTICE FOR INVITING QUOTATION FOR PROCUREMENT OF MEDICAL BOOK

The Principal having his office at College of Medicine & Sagore Dutta Hospital, Kamarhati, Kolkata-700058 is inviting quotation on behalf of the Department of Health & Family Welfare, Government of West Bengal for preparing of Rate Schedule of Medical Books (Medical Education/MEU) from the Publishers /Direct Importers/ Authorized Distributor/Reputed Suppliers for supply the same to the Central Library, COM & SDH, Kamarhati, Kolkata.

The quotation to be dropped in to quotation box kept at office of the undersigned from 11/12/2023 to 15/12/2023 (except on Saturdays, Sundays and Holidays) from 11AM to 1PM. Last date of submission sealed quotation is on 15.12.2023 upto 12 noon and opening date of the sealed quotation is likely to be on 15.12.2023 at 1PM. The Willing bidders may be present during opening of the quotation.

Following list of documents to submitted with quotation:

1. Up to date Trade License
2. PAN card
3. GST Registration Certificate

Terms & Conditions of Quotation -

1. The quotation shall be evaluated under the two-bid system, i.e.- the interested agency has to submit **Technical Bid and Financial Bid in two separate sealed envelopes. Both the envelopes are put in one outer envelope**, sealed must be superscribed of "**Quotation of Medical Books (MEU). Quotation No.... Date.....**". The bid documents should be addressed to the quotation inviting authority, i.e- **The Principal, COM&SDH, 578 B.T. Road, Kolkata- 700058.**
2. Rate and discount should be quoted only on the printed price or catalogue price of the Rate must be quoted all copies in one calendar year in INR (Rupees) only for the latest edition of each Medical Book.
3. Rate should be quoted inclusive of all taxes, incidental charges and free delivery to the Central Library, COM&SDH, Kamarhati, Kolkata, Pin - 700058, West Bengal. No transport/ supply cost will be borne by the institution on any account or under any circumstances
4. Price quote In the Financial Bid of each title of book will be verified for selecting L-1 bidder separately and **hence, multiple L-1 bidders may be chosen as per individual title and not by total L-1 price of all books.**
5. Orders for the estimated requirements will be placed to the successful bidders and supplies thereof will have to be made within the date as specified in the order(s), otherwise the said order will be canceled.

6. Bidders/Agency must quote their offer price for all the books in official letter heads with photocopy documents (self-attested) and put in sealed envelope as Financial Bid.
7. Deliveries of Medical Books must be by hand or by the special messenger/company's representatives to avoid any dispute regarding delivery. The company's executive should visit to our institute to verify and reconcile supply status.
8. The payment will be made after proper supply of books and on availability of funds from the Department of Health & FW. No advance payment will be done from this end.
9. The bidders should quote for all original copies of books. Any duplicate copy, paperback, back edition or damage copy of medical journals will not be accepted and that must be changed immediately, otherwise the agency may be blacklisted and necessary legal steps will be taken.
10. The company should have sufficient turnover per year.
11. The above-mentioned dates may be changed due to any unavoidable circumstances. For any corrigendum/addendum/amendment regarding this quotation notice, all are requested to visit www.wbhealth.gov.in/www.cmsdh.org.in time to time.

P.No. 01/12/23
 Principal
 COM & SDH, Kolkata

No.- COMSDH/Prin/Quotation /2891/1 (17)/23

Date- 1st December, 2023

Copy forwarded for information to -

1. The Sabhadhipati, Zilla Parishad, North 24 Paraganas
2. The DME, Deptt. of Health & Family Welfare, Govt. of West Bengal, Salt Lake City, Kolkata-700091.
3. The DHS, Deptt. of Health & Family Welfare, Govt. of West Bengal, Salt lake City, Kolkata-700091.
4. The District Judge, North 24 Paraganas
5. The District Magistrate, Kolkata
6. The MSVP, COM & SDH&H, Kolkata
7. The Dy. Secretary & Nodal Officer, Department of Health & FW, Govt. of West Bengal, Salt Lake City, Sector- V, Kolkata-700091.
8. The Superintendent of Police, North 24 Paraganas
9. The District Information & Cultural Officer, North 24 Paraganas
10. The Chief Medical Officer of Health, North 24 Paraganas
11. The Chairperson, Kamarhati Municipality.
12. The Accounts Officer, COM, Kolkata.
13. The Accounts Officer, SDH, Kolkata.
14. The Head Clerk, COM & SDH, Kolkata.
15. The IT cell, SwasthyaBhawan for publication in the website of Dept. of Health&FW, Govt. of WB
16. The Federation of Publishers' & Book Sellers ' Association in India , 84, 2nd Floor Daryaganj, New Delhi, Pin- 110002
17. Office Notice Board, COM & SDH, Kamarhati, Kolkata- 700058.

P.No. 01/12/23
 Principal
 COM & SDH, Kolkata

List of the Medical Books (Original and latest Edition)

Financial BID

Sl. No.	Title of The Books	Author	Publishers	Copy	Printed/ Catalogue price (Rs) *	Discount (%)	Actual rate inclusive all (Rs)
1.	Basic Medical Education	Amin & Khoo	World Scientific	1			
2.	Researching Medical Education	Cleland, Darling	Wiley Blackwell	1			
3.	Oxford Textbook of Medical education	Walsh	Oxford	1			
4.	Medical Education & Training	Carter & Jackson	Oxford University Press	1			
5.	An Introduction to Medical Teaching	Huggett, Jeffries	Springer	1			

* self attested copies of printed / catalogue price of each book must be enclosed with financial bid.

Official Signature of the Bidder with seal