



## MISSION DIRECTOR NATIONAL HEALTH MISSION, J&K

**Jammu Office:** Regional Institute of Health & Family Welfare, Nagrota, Jammu.

Fax: 0191-2674114; Telephone: 2674244. Pin: 181221

**Kashmir Office:** J&K Housing Board Complex, Chanapora, Srinagar. Pin: 190015

Fax: 0194-2430359; Telephone: 2431167; e-mail: [mdnhmjk@gmail.com](mailto:mdnhmjk@gmail.com)

**NHM Help Line for Jammu Division: 18001800104; Kashmir Division: 18001800102**

### Expression of Interest for Supply of Sanitary Napkins

For and on behalf of the Governor of Jammu & Kashmir State, State Health Society, National Health Mission, J&K invites “Expression of Interest” from the manufacturers/ authorized suppliers for supply of Sanitary Napkins for adolescent girls/ ASHAs under Rashtriya Kishore Swasthya Karyakaram (RKSK), National Health Mission, Jammu and Kashmir during the financial year – 2017-18, on ‘as & when required’, as per following details:

S. No.	Description	Details
1	EoI Reference No.	SHS/NHM/J&K/19234-42 dated: 27.02.2018
2	Brief Description of the EoI	Supply of Sanitary Napkins as per details mentioned below
3	Date of Issue	27.02.2018
3	Last Date for Submission of EoI	05.03.2018 (upto 04.00 PM)
4	Date of Opening of EoI	06.03.2018 (at 02.00 PM)
5	Place of Submission/ Opening of EoI	State Health Society, National Health Mission, J&K, Regional Institute of Health & Family Welfare, Near Sainik School, Nagrota, Jammu – 181221, J&K
6	Contact Nos.	(Jammu) 0191-2674114, 2674244 (Srinagar) 0194-2430359, 2431167
7	e-Mail ID	mdnhmjk@gmail.com

The detailed specifications alongwith other terms and conditions can be downloaded from the website [www.jknhm.com](http://www.jknhm.com).

#### ❖ Description of Items:

S. No.	Description of Item(s)	Quantity (in No. of packs)
1.	Sanitary Napkin: Size: Regular; Pad Type: With Tab; Weight (in gm $\pm$ 1): 8	60,000
2	Sanitary Napkin: Size: Large; Pad Type: With Tab; Weight (in gm $\pm$ 1): 9	50,000

(The above-mentioned quantity is indicative and may increase/ decrease)

❖ **General Terms & Conditions**

1. The EoI is opened only for original manufacturers/ authorized suppliers;
2. In case, manufacturer is quoting offer through its authorized supplier, complete particulars of such authorized distributor/ dealer, alongwith authorization letter, signed in original, be submitted alongwith 'Expression of Interest'. Manufacturer should authorize only one distributor/ dealer for the State for supply of sanitary napkins;
3. The intending manufacturers/ authorized suppliers shall submit EoI as per following format:

**A) Technical Cover:**

- i) Requisite particulars as per *Annexure - II*
- ii) GSTIN;
- iii) PAN of the Legal Entity as well as authorized signatory;
- iv) Average annual turnover certificate, issued by the Chartered Accountant, with average annual turnover of last three financial years not less than Rs.15.00 Crore;
- v) Original affidavit, on Rs.100/- stamp paper, duly attested by 1<sup>st</sup> **Class Judicial Magistrate** with the effect that: -
  - a. The documents/ catalogues alongwith authority letter etc. enclosed with the EoI are genuine and have not been tampered or fabricated;
  - b. The bidder has not been blacklisted in the past by any Govt./ Private institution of the country and there is no vigilance/ any other investigating agency, case pending against the bidder;
  - c. If anything is found misleading/ false at any stage, I/ we shall be responsible and deem to any legal action against me/ us.

**B) Financial Cover:**

- i) Earnest Money Deposit (EMD) for Rs.50,000/- (Rupees Fifty Thousand only), in the shape of CDR/ FDR from a Scheduled Bank duly pledged in favour of FA&CAO, National Health Mission, J&K; and
  - ii) Rates offered, duly sealed in a separate envelope
4. Rates are to be quoted strictly as per the format (Annexure – III) given in this EoI failing which EoI shall be outrightly rejected.
  5. Rates offered shall remain valid till 31<sup>st</sup> March, 2018 and may be extended further, if required so, subject to the satisfactory performance of the successful bidder and mutual agreement of both the parties.
  6. In the interest of the organization and to ensure supply of sanitary napkins in a time bound manner, successful bidder is required to submit -
    - a) Performance Security Guarantee, equals to the 50% of the value of supply order, in favour of FA & CAO, State Health Society, NHM, J&K before

execution of supply order. Supply(ies) will not be accepted in case of non-submission of such Performance Security Guarantee;

- b) Analytical Lab Test Report with respect to the supply of sanitary napkins. However, State Health Society will get the samples, drawn randomly from the supply, tested/ evaluated from accredited labs and payment shall accordingly be released only after receipt of successful test reports. Charges to be incurred by State Health Society on account of verification of samples from accredited lab shall have to be borne by the successful bidder. In case of any deviation/ variation in the supply of sanitary napkins, State Health Society will be at liberty to forfeit the EMD and the Performance Security Guarantee of successful bidder.
7. Successful bidder shall have to arrange the supply of sanitary napkins in the packing of six napkins per packet and strictly in accordance with and as per the packing specifications/ designs of the MoH&FW, Govt. of India and other stipulations laid by this office to promote awareness regarding the Scheme/ Programme so as to avoid any kind of pilferage in the supply.
  8. *Successful bidder has to supply sanitary napkins as per the rates coming into force by way of this Expression of Interest. In case, successful bidder quote lower prices to any other institution during the same period or the prices of instant items will decrease during the period of supply, such lower prices will become applicable and SHS will make the payment accordingly. In case, prices charged by the successful bidder increase, the prices coming into force by way of this EoI shall remain applicable on the supply order(s) placed by SHS.*
  9. Supply has to be made at Jammu office of the State Health Society at National Health Mission, Regional Institute of Health & Family Welfare, Near Sainik School, Kandoli Nagrota, Jammu – 181221.
  10. Physical verification of the material will be made by the Verification Committee of State Health Society and thereafter, it will be dispatched to the concerned Districts for onward distribution amongst ASHAs for sale to the adolescent girls in these Districts.
  11. Payment shall be made in favour of successful bidder after submission of the bills, duly verified by the verification committee of State Health Society, NHM, J&K after deduction of Statutory dues, if any.
  12. In case of backing out of the supply order or any delay in execution of supplies, State Health Society may initiate necessary action against the successful bidder, which may include forfeiture of payments due in your favour and black-listing/ debarring from further participation in any of the works/ supplies associated with NHM/ Health Department, J&K.
  13. If necessary, State Health Society (SHS), National Health Mission (NHM)

may ask for clarification and/or further information from the manufacturers/ authorized suppliers.

14. All the pages including annexures should be signed by a person competent and having the power of attorney to bind the manufacturer/ authorized supplier.
15. Open responses received through e-mail / Fax etc. will not be considered.
16. SHS will not be responsible for non-receipt of EoI within the specified date and time due to any reason including postal holidays or delays.
17. SHS will also not be responsible for misplacement of the EoI document in case it is not properly superscripted with the words “EoI for Supply of Sanitary Napkins for RKSK under NHM, J&K”.
18. In case the specified date of submission of EoI is declared a holiday, the EoI document will be received till the specified time on next working day.
19. This EoI document is not an agreement and is not an offer or invitation by SHS to any parties other than those who are qualified to submit EoIs respectively. The purpose of this EoI is to provide the bidders with information to assist the formulation of their proposals. The EoI does not claim to contain all the information each Bidder requires.
20. SHS makes no, representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this EoI.
21. The information contained in this EoI document is selective and is subject to updating, expansion, revision and amendment. It does not purport to contain all the information that a bidder requires. SHS reserves the right of discretion to change, modify, add to or alter any or all of the provisions of this EoI and/ or the bidding process, without assigning any reasons whatsoever. Such change will be published on the website [www.jknhm.com](http://www.jknhm.com) and it will become part and parcel of EoI.
22. SHS in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EoI. SHS reserves the right to reject any or all the expression of interest/ proposals received in response to this EoI document at any stage without assigning any reason whatsoever.
23. In case of any dispute/ difference or doubts, orders of the Mission Director, NHM, J&K shall be final and binding upon all the concerned.
24. All other issues that may come up during the course of contract shall be decided by the Mission Director, NHM, J&K and his decision shall be final.
25. Any clarification regarding items or any other issue related to the above-notice can be had from the office of the State Health Society, National Health Mission, Regional Institute of Health and Family Welfare, Near Sainik School, Nagrota, Jammu – 181221 on any weekday between 10.00 AM to 5.00 PM.

❖ **Documents to be submitted along with the EoI:**

1. EoI Forwarding Letter as per *Annexure - I*
2. All the documents as required to be submitted under Technical and Financial Covers, both sealed in separate envelopes, and both the envelopes sealed in a single cover super-scribed as “**EoI for Supply of Sanitary Napkins under RKSK, NHM, J&K**”
3. Product Catalogue(s)

❖ **Address for submission of EoI:**

All responses to the EoI alongwith the financial proposals, both sealed in separate envelopes, and both the envelopes sealed in a single cover super-scribed as “**EoI for Supply of Sanitary Napkins under RKSK, NHM, J&K**” shall reach to the below mentioned address by or before 05<sup>th</sup> Feb., 2018 (upto 04.00 PM):

**State Health Society, National Health Mission,  
Regional Institute of Health & Family Welfare  
(Near Sainik School), Kandoli Nagrota,  
Jammu – 181221 (J&K)**

Sd/-  
**Mission Director  
NHM, J&K**

No: SHS/NHM/J&K/19234-42

Dated: 27.02.2018

**EoI Forwarding Letter**  
(To be submitted on Bidder's Letter Head)

Dated:

**Mission Director**  
State Health Society  
National Health Mission, J&K  
Regional Institute of Health & Family Welfare,  
Near Sainik School, Nagrota,  
Jammu – 181221 (J&K)

Dear Sir,

**EoI reference No. \_\_\_\_\_ dated \_\_\_\_\_.**  
**Supply of Sanitary Napkins under RKSK, NHM, J&K**

We, the undersigned, offer to submit our bid in response and accordance with your EoI reference No. \_\_\_\_\_ dated \_\_\_\_\_. Having examined the EoI document carefully, we are hereby submitting our proposal alongwith all the requisite documents as desired by the State Health Society, National Health Mission, J&K.

Further, we agree to abide by all the terms and conditions as mentioned herein the EoI document. We have also noted that SHS, NHM, J&K reserves the right to consider/ reject any or all bids without assigning any reason thereof.

We understand that the SHS, NHM, J&K is not bound to accept any proposal it receives.

Yours Sincerely,

Date:

Signature of Authorized Signatory

Place:

Name of the Authorized Signatory

Designation

Phone & E-Mail

Name of the Organization

Seal

## Part 1- General Information

S. No.	Particulars	Response from Bidder
A	<b>Section – I: Detailed particulars of the Bidder who is submitting the EoI</b>	
1	Name of the Bidder	
2	Whether Original Manufacturer or Authorized Supplier	
3	Address	
3.1	Registered Office	
3.2	Local Office in J&K	
4	Contact No(s)	
5	e-Mail ID	
6	PAN	
7	GSTIN	
8	Average Annual Turnover of Preceding 3 Financial Years	
9	Experience in Manufacturing/ Supply of Healthcare Products (in No. of Years)	
B	<b>Section – II: Detailed particulars of Original Manufacturer, in case the bid is to be submitted by Authorized Dealer</b>	
1	Name of Original Manufacturer	

2	Address	
3	Contact No(s)	
4	e-Mail ID	
5	Whether Authorization of Manufacturer, in Original, has been submitted alongwith EoI	
C	<b>Section – II: Detailed particulars of Authorized Representative responsible to deal with SHS, NHM, J&amp;K on behalf of the Bidder</b>	
1	Name	
2	Designation	
3	Mobile No.	
4	PAN No.	
5	Office ID No.	

Date

Signature of Authorized Signatory

Place

Name of the Authorized Signatory

Designation

Phone & E-Mail

Name of the Organization

Seal



**Format for Financial Proposal**  
(To be submitted on Bidder's Letter Head)

Dated:

**Mission Director**

State Health Society  
National Health Mission, J&K  
Regional Institute of Health & Family Welfare,  
Near Sainik School, Nagrota,  
Jammu – 181221 (J&K)

**EOI reference No. \_\_\_\_\_ dated \_\_\_\_\_.**

**Supply of Sanitary Napkins under RKSK, NHM, J&K**

We, <manufacturer/ authorized supplier> having our registered office at <Address> offer to submit our financial proposal (**FOR Jammu**) alongwith bulk as per following details:

<b>S. No.</b>	<b>Description of Item(s)</b>	<b>Rate per Pack (in Rs.) (excluding GST)</b>	<b>GST (in %age)</b>	<b>Rate per Pack (in Rs.) (including GST)</b>
1.	Sanitary Napkin: Size: Regular; Pad Type: With Tab; Weight (in gm $\pm$ 1): 8			
2	Sanitary Napkin: Size: Large; Pad Type: With Tab; Weight (in gm $\pm$ 1): 9			

Yours Sincerely,

Date:

Signature of Authorized Signatory

Place:

Name of the Authorized Signatory

Designation

Phone & E-Mail

Name of the Organization

Seal