Government of West Bengal
Department of Health & Family Welfare
OFFICE OF THE DIRECTOR
Regional Institute of Ophthalmology
Medical College & Hospital Campus, Kolkata - 700073
Phone: 033 29633767, e-Mail ID: riokolkata@yahoo.com

Memo No : RIO-2026/ 766 Date: 31.07.2026

Quotation Notice for Disposal of Condemned Goods

As per the provision of the guideline issued vide Memo No. G.O.No. HF / O / TDE / 770 / 5 – S – 27 / 2006 Dated 25.10.10. and later Memo No. HF/O/TDE/906/5S-63/12 Dated 24.08.2012 , the undersigned is directed to notify that a number of unserviceable goods as declared condemned by the board, as mentioned in annexure-II, are to be disposed of by sale to the Highest Bidder "as is where is basis" and on "cash & carry" basis after inviting sealed bid.

In view of above, the undersigned is inviting bid in sealed cover from interested parties for sale of such items in prescribed Bid application form mentioned in Enclosure I & II subject to the terms & conditions given and application and price bid format given in Annexure I &II. Items, catalogued in Annexure-II, may be inspected on and from the date specified below.

All interested parties who wish to participate shall be required to deposit Rs.3500/-(Rupees Three Thousand Five Hundred) only as earnest money deposit in the shape of Demand Draft payable in favour of **"Director, Regional Institute of Ophthalmology, Kolkata"**, along with the bid to the undersigned within the date specified below. This earnest money will be refundable for the unsuccessful bidders and for the highest bidder after completion of lifting of the condemn articles from the hospital premises the earnest money will be refunded. The bidder has to follow all terms and conditions of the bid documents.

Bid shall be opened on date specified below in the office of the undersigned in presence of bidders.

The undersigned reserves the right to accept/reject any bid, including highest bid.

(a) Date(s) of inspection: From 04.08.2026 to 06.08.2026

(b) Last Date of submission of Bid: 12.08.2026 upto 1.30PM

(c) Date of Opening of Bid: 12.08.2026 at 2 PM

For Further corrigendum (if any) kindly visit the office of the undersigned or www.riokolkata.in or www.wbhealth.gov.in.

Director,
RIO, M.C.H. , Kolkata .

Director
Regional Institute of Ophthalmology
Govt. of W.B., MCH Campus, Kolkata-73

Enclosed: Annexure As Stated

Memo No : RIO-2026/_____ Date :

Copy forwarded for information to :

1. DME , Department of Health and Family Welfare , Govt. of West Bengal
2. The Principal, Kolkata MCH
3. Prof.(Dr.) Salil Kr. Mondal, Professor, R.I.O., Kolkata
4. Dr. Pinaki Sengupta, Associate Professor, R.I.O., Kolkata
5. Dr. Soumi Mallik, Asst. Professor, R.I.O., Kolkata
6. Dr. Soumyadeep Majumder, Asst. Professor, R.I.O., Kolkata as Convener
7. Dr. Chandan Bari, Medical Officer, R.I.O., Kolkata
8. Accounts Officer, R.I.O., Kolkata
9. Nursing Superintendent, R.I.O., Kolkata
10. Assistant Superintendent (NM), R.I.O., Kolkata
11. D.N.S., R.I.O., Kolkata
12. Head Clerk, RIO, Kolkata
13. Store –in – Charge,(Pharmacist deputed at store), R.I.O., Kolkata
14. Guard File

Director , RIO, M.C.H. , Kolkata .

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Enclosure I: Terms & Condition

(1) General Clause:

(a) Goods shall be sold 'as is where is' basis. Bids shall be deemed to have been made on the clear understanding that intending bidders have satisfied themselves fully in regard to the nature, condition, quality and quantity of goods upon inspection or otherwise.

(a) NO error, omission or misstatement or mis-description or printing mistake whatsoever and howsoever made or published whether in the catalogue or otherwise and no defects or faults in the goods shall annul the sale or be the subject of any claim on the part of the bidder and no claim for compensation or otherwise be entertained by THE Seller.

(b) Further, THE Seller shall take it for granted that the bidders have fully read and understood the language, spirit and objective in these "terms and conditions of sale" of the materials before making any hid and that there does not exist any ambiguity whatsoever in the expressions.

(c) Bidders bidding for the goods sold shall be deemed to have taken into account and made due allowance for the cost of handing, loading or other expenses (including dismantling if permitted by THE Seller).

(d) The bidder should not obstruct or harm any patients admitted in the hospital or has come to receive service from the hospital in any kind or disrupt the normal activities of the establishment concerned while inspecting the goods as well as while executing their work.

(e) The employees of the establishment concerned and their family members are not eligible to take part in the bid process.

(2) Inspection:

(a)The bidders are requested to inspect the items ready for disposal for their satisfaction as per the dates/times specified.

(b)Intending bidders shall be allowed to inspect the goods as mentioned in the notice for sale prior to the sale by arrangement with THE Seller.

(3) Bid Validity Period:

(a) The bid submitted should be valid for 180 days from the date of completion of the bidding process.

(b) If the number of bid received is not sufficient, the date of opening may be extended by the Board.

(c) The decision for the acceptance/rejection of the rates offered by the bidders shall be communicated by the Board through lot confirmation letter, e-mail or any other mode felt necessary. The bidder shall then be required to make payments as stipulated.

(4) Rights & Privileges:

(a) All lots shall be sold subject to approval by the Board.

(b) The Board reserves to itself the right without assigning any reasons what-so-ever (i) to apportion the total quantity amongst different bidders; (ii) to cancel or reschedule the bidding process.

(c) The bidders would have no claim for issuance of sales release orders.

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The Board shall be under no obligation to put up the lots singly or serially or in any other particular manner and the Board reserves the right at its discretion to withdraw any lot or lots from sale at any time without assigning any reason thereof.

(5) Security Deposit:

(a) All the bidder shall pay a security deposit through demand draft as mentioned in the notice in favour of THE Seller.

(b) Bidder's full address & contact No. must be written on the backside of DEMAND DRAFT of security deposit.

(c) If the highest bidder fails to deposit the whole amount within 2 days of the receipt of 'sale order', such sale Order' shall be terminated by the Board and the Board shall entertain no claim, grievance or grudge on this account. The Sale order shall now be given to the second highest bidder at the price quoted by the First Bidder and in that case, security deposit of the highest bidder shall stand forfeited.

(6) Statutory Documents:

(a)All sales tax, terminal tax, excise duty and all other taxes, duties (imposts) whether to payable to the central government or to the state government or to the municipal, local or other authorities shall be deposited by THE Buyer along with the sales value of the materials.

(b)Non-payment of any amount payable under this clause shall have the same effect as non-payment of the sale money and shall result in ipso-facto cancellation of the sale and forfeiture of the security deposit. If the liability of such tax (impost) and/or duty is in doubt, the department shall have a right to call upon THE Buyer to make such provision as department may deem fit and proper to ensure the recovery of such taxes (impost) and/or duty.

(7) Payment Clause:

(a)The total payment has to be submitted to the Government exchequer through T.R.7 into receipt head of A/c "0210 - Medical & Public Health —01 — urban Health Services — 800 — Other receipt — 006 — Collection from other sources — 27 — Other receipts" in one lot only within 7 (seven) days of issue of 'Sale Order' from the Board.

(b) After receiving the chalan of full payment of salable items from the bidder duly verified from the end of concerned PAD/TOs, the Board shall issue 'Release Order' for clearance of the materials kept for sale.

(c) Normally, all sales shall be treated as local sale and THE Buyer shall have to pay taxes as per the GST/Local Sales Tax Act/ Rules/ Tariff of West Bengal and sales against 'C' Form/ CST shall not be allowed. THE Buyer shall have to pay the GST as per the applicable rate and no representation in this regard shall be entertained by the Department.

(d) In case of default by the bidder in payment of the full payment within the stipulated schedule, the Security Deposit held by department on account of that bidder shall be forfeited & the bidder shall be liable to be debarred from the participation in any auctions for a period of 3 (three) months.

(e) In case of the total quantity to be disposed of cannot be taken up by the highest acceptable bidder, the remaining quantity may be offered to the next higher bidder(s) at the price offered by the highest acceptable bidder.

(f)THE Buyer shall not be entitled to re-sale any lot or part of a lot while the goods are still lying within the premises of Hospital/establishment and no delivery would be

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permitted by Hospital to any person or persons other than THE Buyer whose names are mentioned in the release order.

(8) **Lifting Clause:**

(a) The sold Items/materials including the in situ large & heavy items **to** be dismantled in the respective Departments shall be lifted by THE Buyer at their own expenses from THE Seller's premises against full payment and within 10 (ten) days from the date of the 'Release Order' issued by THE Seller, i.e. the order issued to THE Buyer to lift the materials, failing which the 'Release Order' shall be terminated by the Board and the Board shall entertain no claim, grievance or grudge on this account.

(b) However, the Board may, , at its own sole discretion, extend the delivery period beyond the stipulated period to lift the materials on its own terms and conditions not exceeding 30 days.

(c) In case of any default in lifting of the materials by THE Buyer within the prescribed free time limit, the outstanding material may be lifted within 20 days from the due date subject to payment of ground rent Ca) 1% per week and part thereof, by THE Buyer directly to the Govt, receipt head mentioned in clause 7(a) for the period of delay. All matter relating to charging of ground rent shall be decided by the Board.

(d) In case of goods sold on lot basis, the Ground rent shall be calculated on the value of the entire lot even if lifted in part, where as goods sold on unit weight or unit number basis, the ground rent shall be calculated on the value of un-lifted quantity.

(e) However it must be noted by the bidders that it shall be the sole discretion of department not to allow THE Buyer to lift the goods with or without the ground rent after the expiry of the stipulated free delivery period or even within the aforesaid additional period of 20 days and in such event, the sale of the material not lifted by THE Buyer shall be automatically cancelled and all **the** money paid by the bidder shall be automatically forfeited.

(f) THE Buyer shall lift only the item allowed in the Sale Release Order issued by THE Seller. Any item lifted from the premises except the listed in the sale release order shall be dealt with legal action by the Board.

(g) In case THE Buyer requires any service of facility from hospital/establishment **for** dismantling loading or removing the goods, THE Buyer should carry out the activity under the supervision of respective hospital authority.

(h) The materials sold shall be removed by THE Buyer from any one side of the lot as per the sole direction of the Board and no segregation of items from the sold lots shall be permitted.

(i) For the purpose of removing the materials, THE Buyer shall employ only his/their own personnel and shall keep department fully indemnified against any claims for wage, injuries, compensation, death etc.

(j) While removing the materials, if any accident or damage to the property / life etc arises by reason of any act of negligence / omission/ default or non-compliance with a

(k) Any of the Terms and Conditions of the statutory regulations or rules and regulations applicable within Hospital/Establishment premises, on the part of the bidder's / his representative or employees resulting in death or injury to any person or damages to **the property** of Hospital/Establishment or any third party then in such an event the bidder shall have to pay compensation to any such persons. The bidder shall in such an event keep the Department indemnified from any demand, claims or proceedings made.

(l) The Department shall not be responsible for any liability in respect of labour/employee appointed/engaged by THE Buyer for lifting of the materials. All formalities required under the provision of respective Labour Laws /Rules shall be duly and punctually observed/complied at their own cost and they alone shall be responsible

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and liable for punitive action/payment of any dues, compensation or any amount, required to paid under any provisions of Laws/Rules in any case of non compliance and default on the part of THE Buyer. If the Department in any case is held liable under any Laws/Rules then in such cases THE Buyer shall not only make payment of such dues and/or cause but also be responsible for payments if damages to the department.

(m) Delivery of goods sold shall be granted as per the working hours of that particular location of THE Buyer where the materials have been stored. Delivery shall be permitted only on production of Sale Release Order issued by the department concerned THE Buyer as the case may be and a signed copy of THE Buyer's authorization letter for taking delivery. Deliveries shall not be given on Sundays or on any other days being holidays observed.

(n)) In the event of failure by THE Buyer to fulfill any obligations under the general conditions of sale including failure to remove/lift the goods against any lots within the stipulated time, the sale of such lot may be cancelled for the quantities not lifted by THE Buyer and all moneys paid by the bidder for those specific lots shall stand forfeited. THE Buyer shall be entitled to re-sale the goods at the entire risk and cost of THE Buyer as and when THE Buyer may deem fit without any notice to THE Seller. THE Seller shall be at full liberty to retain and/or adjust/or recover any losses incurred on account of the failure of THE Buyer to lift the material from any amount lying with THE Buyer to THE Buyer's credit. The decision of THE Seller in regard to the actual losses incurred by THE Buyer shall be final and binding on THE Buyer. Any gain on any re-sale as aforesaid shall, however, belong to THE Buyer.

(9)Complaints & Delay

(a) All bidding-related complaints should he referred to concerned Head of Office immediately by the parties concerned. Complaints pertaining to quality and quantity of materials available for delivery, difficulties in lifting etc should be referred directly to the Board by the concerned Buyer. In case the complaint is not resolved at this level, the same should be escalated to DDHS (E&S).

(10) Governing Law:

(a) This Agreement is construed and shall be governed in accordance **with** the laws of India without giving effect to any principle of conflict **of law.**

(11)Jurisdiction:

(a) The Court at Kolkata shall have exclusive jurisdiction.

Director ,
RIO, M.C.H. , Kolkata .

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Enclosure II : Particulars of the firm

a.	Name of the firm	
b.	Full Postal Address	
c.	Cell No.	
d.	Telephone No.	
e.	Mobile No.	
f.	Date of Establishment of Firm	
g.	Give details of any Government contract	
h.	Any other information which you consider necessary to furnish.	
i.	Name and address of your Bankers stating the name in which the account stands.	
j.	PAN Number	
K.	Trade License No. (please enclose a copy of License)	
l.	GST No.	

Date :

Place :

Signature of the Bidder
Designation
Company Seal

ANNEXURE-I: BID APPLICATION FORM

(To be issued on the letterhead of the Agency)

Director
Regional Institute of Ophthalmology
Govt. of W.B., MCH Campus, Kolkata-73

To

The Director

RIO, M.C.H. , Kolkata .

Sub. Sale of DISPOSAL OF CONDEMNED GOODS IN TERMS OF NO RIO-2026/ DATED. .07.2026

Sir,

I hereby certify that I have gone through the terms and condition mentioned in Enclosure-I and undertake to comply with them.

1, the undersigned of behalf of the firm particulars given below in Enclosure II would like to participate in the bid with reference to above.

The rates quoted by me in Enclosure Ill are valid and binding upon me for the entire period of contract.

The Security Deposit to be deposited by me has been enclosed herewith with following particulars:

Demand Draft No: ……..Dated :……
Amount: Rs. …….. (Rupees……(in words)
Drawn on bank : ……Branch: ……In favour of THE seller mentioned above.

I give the rights to THE Seller to forfeit the Security money deposited by me/us if any delay occur on my/agent's part or fail to lift the articles within the stipulated period.

I hereby undertake to take charge of the items as per direction given in the bid document/lifting order within stipulated period.

I shall be vacating any space that may be provided to me by the head of the office to carry cut the job or otherwise.

Enclosed: Enclosure I: Terms & Condition
Enclosure II: Particulars of the Firm
Enclosure III: Price Bid Format I and II
Enclosure IV: Model format for Agreement with the Buyer

Date:
Place:

Signature of the Bidder
Designation
Company seal

ANNEXURE-II : BID APPLICATION FORM

(To be issued on the letterhead of the Agency)

Director
Regional Institute of Ophthalmology
Govt. of W.B., MCH Campus, Kolkata-73

To

The Director

RIO, M.C.H. , Kolkata .

Sub. Sale of DISPOSAL OF CONDEMNED GOODS IN TERMS OF NO RIO-2026/ DATED. .07.2026

PRICE BID

Sl No	Item Name	Total	Rate /pc(Rs.)	Total Amount (Rs.)
1	Steel Bed	86		
2	Beside Locker (steel)	45		
3	Steel Almirah	65		
4	Steel Basin	01		
5	Sitting Steel tool	43		
6	OT scrubbing trolley(iron)	01		
7	Iron Trolley	16		
8	Revolving Tool(iron)	11		
9	Wooden tool	09		
10	Wooden table	05		
11	Wooden Chair	08		
12	TV (Box) (plastic)	02		
13	TV Monitor (Flat) (PLASTIC/PVC)	03		
14	Refrigerator (plastic)	08		
15	B.P. Instrument (STEEL)	14		
16	Stethoscope (STEEL)	2		
17	Glucometer (PLASTIC)	16		
18	Thermo meter (DIGITAL)	12		
19	Plastic Scissor (PLASTIC AND IRON)	02		
20	Medicine trolley (IRON)	01		
21	Electric kettle(STEEL)	01		
22	Food trolley (IRON)	01		
23	I/V Stand (IRON)	12		
24	Pencil Torch (steel)	01		
25	Lock & Key (iron)	05		
26	Oxygen fittings with regulator(IRON)	01		
27	Tooth dissecting Forceps (steel)	02		
28	Non Tooth dissecting Forceps(steel)	02		
29	Artery Forceps(steel)	01		
30	Kidney Dish(steel)	01		
31	Sterilizer portable(steel)	01		
32	Weight Machine(IRON)	01		
33	Bench (WOODEN)	02		
34	Tin cutter (IRON)	01		
35	Needle cutter (STEEL)	02		
36	Steel Drum	03		
37	Wheel chair(IRON)	04		
38	Garbage Trolley(IRON)	04		
39	Steel Rack	01		
Total Amount				

Date:

Place:

Signature of the Bidder

Designation & Company seal