

Short Notice Tender

for

" Linen item for blanket"

At

All India Institute of Medical Sciences, Raipur

Sr. No.	Description	Start Date & Time
1.	NIT No.	Store/Tender/ Linen item for blanket/1/2016
2.	NIT issue date	09-11-2016
3.	Pre-bid Meeting	15-11-2016 at 03:00 PM
4.	Venue	Committee Hall, 1 st floor, Medical College Building, AIIMS, Tatibandh, Raipur-492099
5.	Last Date of submission	21-11-2016 at 03:00 PM
6.	Open EMD & Technical bid	21-11-2016 at 03:30 PM
7.	Venue	Store Officer, Medical College Building, 2 nd floor, AIIMS, Tatibandh, Raipur-492099
8.	Tender document cost	₹1,140/- (Cost ₹1000+ VAT@14% ₹ 140= 1,140/-)
9.	EMD Amount	₹ 10, 300/-



आरोग्यम् सुख सम्पदा

All India Institute of Medical Sciences

Tatibandh, Raipur – 492099, Chhattisgarh

Tele: 0771- 2971307, email: store@aiimsraipur.edu.in

Website: www.aiimsraipur.edu.in, www.tenders.gov.in

ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) RAIPUR invites sealed tender for supply of "**Linen item for blanket**" as per details and specifications shown in the **Annexure-I** on the following terms & conditions:

Sr. No.	Name of Item	Specifications	Qty
1.	Woollen Blanket (Red-250/Check-250)	With piping 50% each with hospital name printed with Hospital Stamped "AIIMS Raipur" by woven. Preferably at centre of woollen blanket.	500

1. If the supplier / firm is manufacturer / authorized dealer / sole distributor of any item, the Certificate to this effect should be attached.
2. The tender documents are to be in two parts as Technical Offer and Financial offer:
 - a) The Technical offer should include the detailed specifications of main items. All items should be numbered as indicated in the **Annexure-I**.
 - b) The financial offer should include the cost of main items as per Annexure-I. If there is any separate cost for installation etc. that should be quoted separately. The total cost should be quoted in words as well as figures (typed or printed). Amendment should be avoided. Amendments, if any, should be duly intialled, failing which the offers are liable to be rejected.
 - c) The two parts of the offer should be placed in separate sealed envelopes clearly marked "Technical Offer"&"Financial Offer". These two envelopes along with envelope for EMD and Tender Fee marked "Tender Fee & EMD" (total three envelopes) must be enclosed in one bigger envelope duly sealed and super scribed with tender number, name of the items supply of "**Linen item for blanket**" and tender due date must be forwarded to the under signed so as to reach him on or before the due date.
 - d) The Financial Offer must be mentioned in the prescribed format as per the **Annexure-II** only. If the financial offer is not in the prescribed format, it will be rejected. Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored and rejected.
3. Fax and Email quotation are not acceptable.
4. Quotations should be valid for 180 days from the tender due date. The quotation should clearly indicate the period of delivery, warranty terms etc.
5. Relevant literature pertaining to the items quoted with full specifications (and drawing, if any) should be sent along with the Quotations, wherever applicable.
6. Tenderer must provide evidence of having supplied government hospital / reputed private hospital organizations in India similar nature of items of i.e. ₹ 1,14,100/- of contract value in the last three years.

7. The firm should be registered and the bidder should have the average annual turnover of ₹ 1, 71,150/- in the last three financial years. Copies of authenticated balance sheet for the last three financial years should be submitted.
8. The participant manufacture/companies having own manufacturing units or their authorized dealer can only participate.
9. Company /manufacturer/firm should have branch office within Chhattisgarh. Provide address details. Copy of shop and establishment act registration certificate may be enclosed as proof of establishment.
10. The delivery of the items will have to be made at AIIMS, Raipur. No transportation/ cartridge charges will be provided for the same.
11. Delivery of material should be made on working days at office time.
12. Unloading of material will be arranged by supplier.
13. The rate quoted should be firm and final and written in ink or typed against each item and should in no case be overwritten.
14. The tender document must be accompanied by copy of PAN, Certificate of firm/company registration, TIN / VAT registration (Sales tax).
15. The quotations should be given for the items in the same order as in the tender document.
16. The quantity shown against each item is approximate and may vary as per demand of the Institute at the time of placing order.
17. The Vendor must be able to provide the product / items within specified time period as prescribed in the Purchase Order. Failing the EMD will be forfeited. Furthermore on completion of the stipulated time period, Purchase Order will be cancelled and award will be given to another qualified bidder with the negotiated terms & conditions.
18. In the event of any dispute or difference(s) between the vendee AIIMS Raipur and the vendor(s) arising out of non-supply of material or supplies not found according to the specifications or any other cause what so ever relating to the supply or purchase order before or after the supply has been executed, shall be referred to the concerned authority of AIIMS Raipur who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act 1996. The decision of the arbitrator shall be final and bin din go n both the parties.
19. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
20. All disputes shall be subject to Raipur Jurisdiction only.
21. **AIIMS Raipur reserves the rights to accept/reject any offer in full or in part or accept any offer other than the lowest offer without assigning any reason thereof. Any offer containing in correct and in complete information shall be liable for rejection.**
22. The Tender / Bid will open on 21/11/2016 at 03:30 PM at AIIMS Raipur Premises.
 - a) The suppliers or their authorized representative may also be present during the opening of the Technical offer, if they desire so, at their own expenses.

- b) Only those financial offers will be opened who se technical offers are found suitable by the expert committee appointed for the concerned items.
- c) No separate information shall be given to individual bidders. In incomparable situation, the committee may negotiate price with the technically and financially qualified bidder before a warding the offer.
- d) The Tender Committee reserves its right to select or reject any or all of the items mentioned above without assigning any reasons.
23. In case the supplier requires any elucidation regarding the tender documents, they are requested to contact to the Store Officer, AIIMS Raipur through e-mail stores@aiimsraipur.edu.in on or before **21/11/2016 at 3:00 PM**.
24. Adamant draft/Pay Order of **₹ 1,140/- (Cost ₹ 1000 + VAT @ 14% ₹ 140 =1,140/-)** towards non-refundable tender fee and Earnest Money Deposit (EMD) in form of demand draft/BG/FDR/Pay Order to wards refundable EMD from a Schedule bank in favour of "AIIMS Raipur" payable at Raipur placed in as epar at e envelope marked "Tender Fee & EMD" should accompany tender bid documents. Both the demand drafts should be valid for 90days (Demand Drafts must be complied withCTS2010standards prescribed by Reserve Bank of India). Without the Tender Fee and EMD the bid will not be considered.
- The EMD of the successful bidder will be returned to them without any interest after completing the successful installation. The earnest money of unsuccessful bidders will be returned to the without any interest with in thirty (30) working days after a warding the offer.
25. All tender documents should have to be forwarded through speed post or registered post, courier, Hand Delivery on / before **21/11/2016 at 3.00PM** to Store Office, Medical College Building, 2nd floor, AIIMS, Tatibandh, Raipur-492099.

**Store Officer
AIIMS, Raipur (C.G.)**

Terms & Conditions

Earnest Money:

Earnest money by means of a Pay Order/DD/BG/FDR should be enclosed with the quotation (Technical Bid). It is also clarified that the quotations received without earnest money will be summarily rejected. The Pay Order/DD/BG/FD may be prepared in the name of "All India Institute of Medical Sciences, Raipur".

- a) No request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the ministry in respect of any previous work will be entertained.
- b) Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
- c) Tenders without Earnest Money or Tender cost will be summarily rejected.
- d) No claim shall lie against the AIIMS in respect of erosion in the value or interest on the amount of EMD.

1. Pre-Qualification Criteria:

- a. Bidders should be the manufacturer/authorized dealer. Letter of Authorization from Manufacturer on the same and specific to the tender should be closed.
- b. An undertaking from the original Manufacturer is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well.

2. Signing of Tender:

All the duly filled/completed pages of the tender should be given serial /page number on each page and signed. The individual signing the tender or other documents connected with contract must specify whether he sign as:

- a) A sole proprietor of the concern or constituted attorney of such sole proprietor;
- b) A partner of the firm, if it is a partnership firm in which case he must have authority to execute the contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
- c) Director or a principal officer duly authorized by the Board of Directors of the Company, if it is a company.

3. Opening of Tender:

The tenderer is at liberty to present either him or authorize not more than one representative to be present at the opening of the tender. The representative present at the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification.

4. **Performance Security:**

The successful tenderer will be required to furnish a Performance Security Deposit of 10% of tender amount in the form of Demand Draft, Fixed Deposit Receipt or Bank Guarantee from any Scheduled Bank duly pledged in the name of the "All India Institute of Medical Sciences, Raipur". The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract.

Performance Security shall be submitted in the form of Demand Draft, Bank Guarantee or Fixed Deposit Receipt issued by any Scheduled Bank. Performance Security will valid till 60 days after completion of contractual obligations (including warranty period, if applicable) under the contract.

5. **Delivery:**

The successful bidders should strictly adhere to the following delivery schedule supply of above items should be effected within **3 weeks** from the date of supply order and this clause should be strictly adhere to failing which administrative action as deemed fit under rules will be taken against the defaulter. Otherwise LD will be imposed as per penalty **clause no. 6**. Purchase order will be placed as required by consignee.

6. **Penalty:**

If the suppliers fails to deliver and place any or all the items or perform the service by the specified date as mention in purchase order, penalty at the rate of 0.5% per week of the delayed value of goods subject to the maximum of 10% of delayed goods value will be deducted, afterwards another penalty may be imposed.

7. **Demonstration:**

Suppliers need to provide adequate sample demonstration at AIIMS Raipur to the nominated person of AIIMS Raipur at their cost. AIIMS Raipur will not bear any training or living expenditure in this regard. The Supplier should arrange for regular weekly visit to the AIIMS, Raipur campus by its technical team and assist in maintenance of the items with in warranty period. Assistance limited to locking companies with manufacturer will not be considered sufficient.

8. **Validity of the bids:**

The bids shall be valid for a period of 180 days from the date of opening of the tender. This has to be so specified by the tenderer in the commercial bid which may be extended, if required.

9. **Right of Acceptance:**

AIIMS, Raipur reserves the right to accept or reject any or all tenders/quotations without assigning any reason there of and also does not bind itself to accept the lowest quotation or any tender. AIIMS, Raipur also reserves the rights to accept all the items in the given tender or only part of it in any given schedule without assigning any reason.

10. **Communication of Acceptance:**

AIIMS, Raipur reserves all right to reject any tender including of those tenderers who fails to comply with the instructions without assigning any reason whatsoever and does not

bind itself to accept the lowest or any specific tender. The decision of this Institute in this regard will be final and binding.

11. Force Majeure:

If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, exception, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance and deliveries have been so resumed or not shall be final and conclusive.

Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, AIIMS, Raipur party may, at least option to terminate the contract.

12. Insolvency etc.:

In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified AIIMS, Raipur shall have the power to terminate the contract without any prior notice.

13. Breach of Terms and Conditions :

In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order / job without assigning any reasons thereof and nothing will be payable by AIIMS, Raipur. In that event the security deposit shall also stand forfeited.

14. Arbitration:

If any difference arises concerning this agreement, its interpretation on payment to the made there under, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, either of the parties may make a request to Director, AIIMS, Raipur to settle the dispute by Sole Arbitrator. Sole arbitrator will be appointed by Director, AIIMS, Raipur. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The provision of Arbitration and Conciliation Act, 1996 and the rule framed there under and in force shall be applicable to such proceedings.

15. Right to call upon information regarding status of work:

The AIIMS, Raipur will have the right to call upon information regarding status of work/job at any point of time.

16. Subletting of Work:

The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing of AIIMS, Raipur, which will be at liberty to refuse if thinks fit. The tender is not transferable. One tenderer shall submit only one tender.

17. Terms of payment:

1. The payment would be made for actual supply taken and no claim in this regard should be entertained. 100% payment will be made on receiving of goods satisfactorily with approved quality & ordered quantity.
2. No payment shall be made for rejected Stores. Rejected items must be removed by the supplier within two weeks of the date of issue of rejection advice at their own cost & replace immediately. In case these are not removed these will be auctioned at the risk and responsibility of the suppliers without notice.
3. Tenderer should submit 03 invoice in original along with the packing list/delivery challan, Warranty Certificate and other relevant documents on the time of payment (if required).

18. Risk Purchase & Recovery of sums due:

- Failure or delay in supply of any or all items as per Requisition / Purchase Order, Specification or Brand prescribed in the tender, shall be treated as 'non compliance' or 'breach of contract' and the order in part of full be arranged from alternative source(s) at the discretion of the hospital authority and the difference in price has to be recovered from the tenderer as mentioned elsewhere.
- The amount will be recovered from any of his subsequent / pending bills or security Deposit.
- In case the sum of the above is insufficient to cover the full amount recoverable, the contractor shall pay to the purchaser, on demand the remaining balance due.

19. Fall Clause:

1. Prices charged for supplies the above items by the supplier should in no event exceed the lowest prices at which he offers to sell or sells the stores of identical description to any other State Government/DGS&D/Public Undertaking during the period of the contract.
2. If at any time during the period of contract, the prices of tendered items is reduced or brought down by any law or Act of the Central of State government, the supplier shall be bound to inform Purchasing Authority immediately about such reduction in the contracted prices, in case the supplier fails to notify or fails to agree for such reduction of rates, the Purchasing authority will revise the rates on lower side. If there is a price increase for any product after quoting the rates, the bidder will have to supply the item as per quoted rates. This office will not accept any higher rates after wards.
3. If at any time during the period of contract, the supplier quotes the sale price of such goods to any other State Govt. /DGS&D and Pubic Undertakings at a price lower than the price chargeable under the rate contract he shall forthwith notify such reduction to Purchasing Authority and the prices payable the items supplied from the date of coming into force of such price stands correspondingly reduced as per above stipulation.

Any deviation in the material and the specifications from the accepted terms may liable to be rejected and the suppliers need to supply all the goods in the specified form to the satisfaction/ specifications specified in the Purchase order and demonstrate at the their own cost.

20. Legal Jurisdiction:

The agreement shall be deemed to have been concluded in Raipur, Chhattisgarh and all obligations hereunder shall be deemed to be located at Raipur, Chhattisgarh and Court within Raipur, Chhattisgarh will have Jurisdiction to the exclusion of other courts.

**Store Officer
AIIMS, Raipur (C.G.)**

Form A

PARTICULARS TO BE FILLED BY THE BIDDER

1. Name of the Supplier : _____

2. Complete Address of the Supplier: _____

3. Availability for demonstration of instruments at AIIMS Raipur. Yes/No [Please√]

4. Cost of the Tender enclosed :Yes/No[Please√]If yes,

a.) Name of the Bank : _____

b.) Amount in (Rs.) : _____

c.) Demand Draft No. : _____

5. Earnest Money Deposit enclosed :Yes/ No[Please√] if Yes,

a.) Name of the Bank : _____

b.) Amount in (Rs.) : _____

c.) Demand Draft No. : _____

d.) Last Validity date of the enclosed DD: _____

6. Communication details of the concerned contact person to whom all references shall be made regarding this tender enquiry.

[NOTE: Any changes after submission of Tender documents kindly update AIIMS Raipur]

a.) Full Name : _____

b.) Complete Postal Address: _____

c.) Telephone No. : _____

d.) Fax No. : _____

e.) Mobile No. : _____

f.) E-mail : _____

g.) Website Address : _____

Note:- Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of India.

Form B

PARTICULARS FOR REFUND OF EMD TO SUCCESSFUL/UN SUCESFUL BIDDER
RTGS/ National Electronic Fund Transfer (NEFT) Mandate Form

1.	Name of the Bidder	
2.	Permanent Account No(PAN)	
3.	Particulars of Bank Account	
	a) Name of the Bank	
	b) Name of the Branch	
	c) Branch Code	
	d) Address	
	e) City Name	
	f) Telephone No	
	g) NEFT/IFSC Code	
	h) RTGS Code	
	i) 9Digit MICR Code appearing on the cheque book	
	j) Type of Account	
k) Account No.		
4.	Email id of the Bidder	

Form C**Check Lists for woollen blanket**

Checklist- Tender Fee & EMD			
Sr.No.	Particulars	Documents to be attached	
		Yes	No
1.	Demand Draft / Pay Order for ₹1,140/- (Cost ₹1,000 + VAT @14% ₹140= 1,140/-) towards non-refundable tender fee is enclosed. **Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of India		
2.	Demand Draft/ FD/BG towards refundable EMD are enclosed. **Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of India (As per Page No.2)		
Checklist- Technical Offer			
Sr.No.	Particulars	Documents to be attached	
		Yes	No
1.	<ul style="list-style-type: none"> ➤ Attached documents as required in the tender document (i.e. Supplier / firm is manufacturer / authorized dealer/ sole distributor certificate. ➤ Authorization certificate from the manufacturer in case of dealer / distributor. ➤ Copy of PAN. ➤ Certificate of firm/company registration. ➤ TIN/VAT registration (Sales tax). ➤ Income Tax Return of last three years. ➤ Tenderer must provide experience/ supplied as per the clause 6. ➤ Annual Turnover & balance sheet of last three years duly certified by C.A. as per the clause 7. ➤ Tender document duly seal and sign by the tenderer (as acceptance). ➤ Tenderer must provide a certificate on letter head that proprietor/firm has never been black listed by any organization. ➤ Service Tax Registration. ➤ Relevant brochure/catalogue pertaining to the items quoted with full specifications etc. ➤ Company/Manufacturer/Firm should have branch office within Chhattisgarh Provide address in detail. If not, undertaking for full support & maintenance on letter head. 		
2.	Technical Specifications Compliance Report		
3.	Duly filled Form- A, B & Form-C with required documents.		

ANNEXURE-I

Detailed Technical Specifications of Woollen Blanket

Sr. No.	Name of Item	specification	Qty
1.	Woollen Blanket (Red-250/Check-250)	With piping 50% each with hospital name printed with Hospital Stamped "AIIMS Raipur" by woven. Preferably at centre of woollen blanket.	500

(Signature & Stamp of the bidder)

Note- Please sign each page of document including terms & conditions & tender

ANNEXURE-II

FINANCIAL BID

Sr. No.	Item Description	Specification	Qty.	Unit Price (in ₹)	Taxes (CST/VA T)	Unit Price (Including Taxes)	Total Price (Unit Price including Taxes x Qty.)
1.	Woollen Blanket (Red-250/Check-250)	With piping 50% each with hospital name printed with Hospital Stamped "AIIMS Raipur" by woven. Preferably at centre of woollen blanket.	500				
3.		Grand Total*					

The Grand total * will be the deciding factor for L1 provided all the other conditions mentioned in the tender document are fulfilled.

- **Delivery Mode** : Delivery at AIIMS Raipur, at site only
- Total bid price should be inclusive of all taxes and levies, transport, loading, unloading, cartridge charges, etc.
- **Warranty Period** : month/year.
- **Delivery Period** : days.
- **Quotation Validity Date:** Minimum 180 Days from the date of Submission of quotation/tender.

Sign of bidder : -

Date : -

Name of the bidder :-

Firm's Name :-

MANUFACTURER'S / PRINCIPAL'S AUTHORIZATION FORM

To,

**Store Officer,
All India Institute of Medical Sciences
Raipur**

Dear Sir,

TENDER no.: _____.

We, _____ who are established and reputable manufacturers of _____, having factories at _____ and _____, hereby authorize (Authorize Dealer/Distributor/Supplier) Messrs. _____ (name and address of agents) to bid, negotiate and conclude the contract with you against Tender No. _____ for the above goods manufactured by us. No company or firm or individual other than Messrs. _____ are authorized to bid, negotiate and conclude the contract in regard to this business against this specific tender.

We hereby extend our full guarantee and warranty as per the conditions of tender for the goods offered for supply against this tender by the above firm.

The authorization is valid up to _____.

Yours faithfully,

(Name)

For and on behalf of Messrs. _____
(Name of manufacturers)/Principal.