

**(4<sup>th</sup> Call)**  
**Notice Inviting Tender for**  
**Modular Laboratory Furniture for**  
**Biochemistry Department**

**At**

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

Sr. No.	Description	Start Date & Time
1.	NIT No.	Store/Tender/Modular_Laboratory_Furniture/4/ 2016
2.	NIT issue date	12-09-2016
3.	Pre-bid Meeting	23-09-2016 at 03:00 PM
4.	Venue	Committee Hall, 1 <sup>st</sup> floor, Medical College Building, AIIMS, Tatibandh, Raipur-492099
5.	Last Date of submission	07-10-2016 at 03:00 PM
6.	Open EMD & Technical bid	07-10-2016 at 03:30 PM
7.	Venue	Store Officer, Medical College Building, 2 <sup>nd</sup> floor, AIIMS, Tatibandh, Raipur-492099
8.	Tender document cost	₹ 2,280/- (Inclusive VAT)
9.	EMD Amount	₹ 32,500/- (Rupees Thirty Two Thousand Five Hundred only)



**All India Institute of Medical Sciences**  
**Tatibandh, Raipur – 492099, Chhattisgarh**  
Tele: 0771- 2971307, email: [store@aiimsraipur.edu.in](mailto:store@aiimsraipur.edu.in)  
Website: [www.aiimsraipur.edu.in](http://www.aiimsraipur.edu.in), [www.tenders.gov.in](http://www.tenders.gov.in)



अखिलभारतीयआयुर्विज्ञानसंस्थान, रायपुर, छत्तीसगढ़  
**All India Institute of Medical Sciences, Raipur (Chhattisgarh)**  
**Tatibandh, GE Road, Raipur-492 099 (CG)**  
**Website : [www.aiimsraipur.edu.in](http://www.aiimsraipur.edu.in)**  
 Tele: 0771- 2971307, e-mail: [store@aiimsraipur.edu.in](mailto:store@aiimsraipur.edu.in)

Tender No.: Store/Tender/Modular\_Laboratory\_Furniture/4/2016,

Dt: 12.09.2016

Last date: on/before 07.10.2016 at 03:00 PM

Sub.: Invitation of sealed tender for Supply of “**Modular Laboratory Furniture for Biochemistry Department**” as per details and specifications shown in the Annexure-I.

Dear Sir/Madam,

ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) RAIPUR invites sealed tender for Supply of “**Modular Laboratory Furniture for Biochemistry Department**” as per details and specifications shown in the **Annexure-I** on the following terms & conditions:

Sr. No	Description	Quantity
1.	ISLAND TABLE	6
2.	WALL STORAGE CUPBOARDS	2
3.	EYE WASH STATION	1

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 initialled, 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 superscribed with tender number, name of the items {**Modular Laboratory Furniture for Biochemistry Department**}, and tender due date must be forwarded to the undersigned 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 to at least 3 reputed government / reputed private organizations in India including at least one government institution & atleast ₹ 4.00 lakh in the last three years.
7. Tenderer should have average annual financial turnover of ₹ 5.50 lakh in LABORATORY FURNITURE works, during the last three Financial Years ending 31st March 2015 and should not have incurred loss in last 3 years. A letter duly signed by the Chartered Accountant/Company Secretary indicating the Financial Turnover and Profit & Loss Account must accompany with Technical Bid.
8. Tenderer should be a Bona-fide manufacturer and must have in house manufacturing unit having capacity and infrastructure for designing and fabricating the Laboratory Benches Furniture and Fixtures.
9. Tenderer should be an official member with SEFA (Scientific Equipment & Furniture Association).
10. The participant manufacture/companies having own manufacturing units or their authorized dealer can only participate. Proof of manufacturing is to be attached.
11. Company /manufacturer/firm must have branch office within Chhattisgarh. Provide address details. Copy of shop and establishment act registration certificate may be enclosed as proof of establishment.
12. Tenderer should produce Income tax returns & Balance sheets for the Past three years ending 31st March 2015 along with copy of PAN/TAN No. Sales Tax registration Certificate.
13. Tenderer have to visit the site & thoroughly prepare detailed interior LABORATORY FURNITURE layout drawings of all the required respective rooms covered in this project to be submitted as per the detailed technical specifications along with the technical tender documents, failing which the tender shall be rejected.
14. Tenderer should be Manufacturers dealing with international standard furniture. Certification of recognition/membership of The Scientific Equipment and Furniture association (SEFA) USA will be an added qualification.
15. Tenderer should submit third party Test Certificates for SEFA 8-M, All comprehensive Tests including Chemical Analysis Tests, from SEFA Approved Laboratory. The Company should have certifications from renowned quality control agencies with NABL accreditation.
16. Manufacturer should be ISO 9001:2008 / ISO 14001:2004, / OHSAS 18001:2007 certificate. Dealers participating should enclose certificate from their parent manufacturer company.
17. The delivery of the items will have to be made at AIIMS, Raipur. No transportation and cartridge charges will be provided for the same.
18. Delivery of material should be made on working days from 9.00 AM to 5.00PM only.
19. Unloading of material will be arranged by supplier.
20. The rate quoted should be firm and final and written in ink or typed against each item and should in no case be overwritten.

21. The Institute is exempted to pay of "Service Tax" as per the Notification No.: 25/2012-ST, dated 20th June, 2012 issued by Govt. of India, Ministry of Finance.
22. The quotations should be given for the items in the same order as in the tender document.
23. The quantity shown against each item is approximate and may vary as per demand of the Institute at the time of placing order.
24. 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.
25. 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 whatsoever 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 binding on both the parties.
26. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
27. All disputes shall be subject to Raipur Jurisdiction only.
- 28. 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 incorrect and incomplete information shall be liable for rejection.**
29. The Tender / Bid will open on 07/10/2016 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 whose 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 awarding 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.
30. 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](mailto:stores@aiimsraipur.edu.in) on or before 23.09.2016 at 3:00 PM.
31. A demand draft/Pay Order of ₹ 2,280/- (Cost ₹ 2000 + VAT@14% ₹ 280 =2,280/-) towards non-refundable tender fee and Earnest Money Deposit (EMD) in form of demand draft/BG/FDR/Pay Order of ₹ 32,500/- towards refundable EMD from a Schedule bank in favor of "AIIMS Raipur" payable at Raipur placed in a separate envelope marked "Tender Fee & EMD" should accompany tender bid documents. Both the demand drafts should be valid for 90 days (Demand Drafts must be complied with CTS 2010 standards 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 them without any interest within thirty (30) working days after awarding the offer.

32. All tender documents should have to be forwarded through speed post or registered post, courier, Hand Delivery on / before 07/10/2016 at 3.00PM to Store Office, Medical College Building, 2nd floor, AIIMS, Tatibandh, Raipur-492099.

**Stores Officer,  
AIIMS, Raipur**

**Other Terms & Conditions:**

1. **Earnest Money:** Earnest money by means of a DD/FDR/BG of ₹ 32,500/- (Rupees Thirty Two Thousand Five Hundred only) may be enclosed with the quotation (Technical Bid). It is also clarified that the quotations received without earnest money will be summarily rejected. The pay DD/FDR/BG 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.

2. **Preparation and Submission of Tender:** The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers "**Technical Bid for Tender for Supply of Modular Laboratory Furniture**" and "**Financial Bid for Tender for Supply of Modular Laboratory Furniture**". Both Sealed Envelopes should be kept in a main/ bigger envelope superscribed as "**Tender for Supply of Modular Laboratory Furniture**".

3. **Signing of Tender:** 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.

**N.B.**

- 1) In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.
- 2) In the case of partnerships firm, where no authority to refer disputes concerning the business of partnership firm has been conferred on any partner, the tender and all other related document must be signed by all partners of the firm.

3) A person signing the tender form or any document forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the person so signing had no authority to do so, AIIMS, Raipur may without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.

4) **The tenderer should sign and affix his firm's stamp at each page of the tender and all its annexure as the acceptance of the offer made by tenderer will be deemed as a contract and no separate formal contract will be drawn.** NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER.

**4. 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.

**5. Validity of the bids:** The bids shall be valid for a period of 120 day from the date of opening of the tender. This has to be so specified by the tenderer in the commercial bid.

**6. Right of acceptance:** AIIMS, Raipur reserve 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. Any failure on the part of the contractor to observe the prescribed procedure and any attempt to canvass for the work will prejudice the contractor's quotation or any tender.

**7. Communication of Acceptance / Right 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. Any failure on the part of the contractor to observer the prescribed procedure and any attempt to canvass the work prejudice the contractor's quotation.

**8. 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 "**AIIMS, 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) under the contract.

**9. Delivery & Installation:** The Furniture shall be delivered within 30 days of issue of supply order. Satisfactory installation / commissioning and handover of the furniture will be completed within two weeks from the date of receipt of the furniture at the AIIMS, Raipur premises.

**10. Inspecting, Testing and Quality control**

- I. The purchaser or its nominal representative will inspect and test the ordered goods and the related services to confirm their conformity to the contract specification and other quality control details incorporated.
- II. The Purchaser reserves the right for stage inspection during manufacturing process, pre-dispatch inspection or post-delivery inspection. The Purchaser as deemed fit shall resort to all these inspection or may waive off any of the inspection.
- III. Stage Inspection: The Supplier shall offer semi-finished product without paint for stage inspection supported with invoice & test report of major raw material as per relevant specification standards.
- IV. Before resorting to Bulk Manufacture, the supplier shall offer/send the prototype/actual finished sample for approval by the Inspector. The approval of Samples shall be in respect of workmanship and finishing and shall be without prejudice to the rights of purchaser/user to get random testing of items during pre-dispatch inspection or form the actual lot offered. In the event of the failure of the supplier to deliver the sample by the date specified in the contact or any other date agreed by the purchaser or in the event of rejection of the sample second time, the purchaser shall be entitled to cancel the contract and purchase the stores at the risk and cost of the supplier.
- V. The Inspector shall have full and free access at any time during the execution of the contract to the supplier's work for satisfying himself that the goods are being manufactured in accordance with the specification mentioned in the Contract, and he may require the Supplier to make arrangements of inspection of the goods or any part thereof or any material at his premises or at any other place specified by the Inspector and if the Supplier has been permitted to employ the services of a sub-inspection of the goods after they have been inspected by the Inspector for the purpose aforesaid. The decision of the purchaser/ inspection authority in this regard shall be final and binding on the Supplier. All terms and condition of the contract as they apply to the inspection shall also apply to the re-inspection.
- VI. The Supplier shall provide, without any extra charge, all material, tools, labour and assistance of every kind which the Inspector may demand of him for any test, and examination, which he shall require to be made on the Supplier's premises and the Supplier shall bear and pay all costs attendant thereon. If the Supplier fails to comply with condition aforesaid, the Inspector shall, in his sole judgement, be entitled to remove for test and examination all or any of the goods manufactured by the Supplier to any premises other than his (Supplier's) and in all such cases the Supplier's shall bear the cost of transport/and carrying out such tests elsewhere. A certificate in writing of the Inspector, that the Supplier has failed to provide the facilities and the means for test and examination, shall be final.



- VII. The Supplier shall also provide and deliver for test, free of charge, at such place other than his premises as the Inspector may specify such material or goods as he may require for tests for which Supplier does not have the facilities or special/independent tests.
- VIII. The Inspector shall have the right to put all the goods or materials forming part of the same or any part thereof to such tests as he may think fit and proper. The Supplier shall not be entitled to object on any ground whatsoever to the method of testing adopted by the Inspector.
- IX. Goods accepted by the purchase/AIIMS, Raipur and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute purchasers/AIIMS, Raipur's right to reject the same later.
- X. The Purchaser's Inspector reserves the right to may draw samples through random sampling method after receiving the finished goods at destination. All the supplies shall be accompanied with the Manufacturer's certificate that the material conforms to the specifications.

Further to above if on the goods being rejected by the Inspector or AIIMS, Raipur at the destination, the Supplier fails to make satisfactory supply within the stipulated period of delivery the Purchaser shall be at liberty to:-

- a) Require the Supplier to replace the rejected goods forthwith but in any event not later than a period of 30 days from the date of rejection and the Supplier shall bear all cost of such replacement, including freight, if any, on such replacing and replaced goods but without being entitled to any extra payment on that or any other account.
- b) Purchase or authorize the purchase of quantity of the goods rejected or goods of a similar description when goods exactly complying with particulars are not in the opinion of the Purchase, which shall be final, readily available without notice to the supplier at his risk and cost and without affecting the Supplier's liability as regards the supply of any further instalment due under the contract, or
- c) Cancel the contract and purchase or authorised the purchase of the goods or goods of a similar description (when goods complying with particulars are not in the opening of the Purchase, which shall be final, readily available) at the risk and cost of the Supplier.
- d) The Inspector shall have the power:-
  - Before any goods or part thereof are submitted for inspection to certify that they cannot be in accordance with the contract owing to the adoption of any unsatisfactory method of manufacture.
  - To reject any goods submitted as not being accordance with particulars.
  - To reject the whole of the instalment tendered for inspection, if after inspection of such portion thereof as he may in his discretion think fit, he is satisfied that the same is unsatisfactory.
  - To demand all cost incurred in the inspection and/or test. Cost of test shall be assessed at the rate charged by the Laboratory to private persons for

similar work However if goods are accepted all cost incurred shall be borne by the Purchaser.

- Inspector's decision as regards the rejection shall be final and binding on the Supplier.

**11. Guarantee / Warranty:**

- The on-site replacement warrant shall remain for a period of 36 Month from the date of recording of acceptance of goods at site.
- During warranty period, the supplier is required to visit AIIMS Raipur's site at least once in 4 months commencing from the date of delivery of the goods for preventive maintenance of the goods.
- If the supplier having been notified, fails to respond to take action to replace the defect(s) within 10 days the purchaser may proceed to take remedial action(s) as deemed fit.

**12. Liquidated Damages:** If the supplier fails to deliver any or all of the goods or fails to perform the service within the time frame(s) incorporated in the tender, the Purchaser shall, without prejudice to other right and remedies available to the Purchaser under the tender, deduct from the quoted price, as liquidated damages, a sum equivalent to 0.5% value of contract per week or part of the week for of delay supply. Once maximum 10% of contract value of delayed supply is reached, Purchaser may consider termination of the tender.

**13. 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, explosion, 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.

**15. Insolvency etc.:** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order 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.

**16. 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 reason thereof and nothing will be payable by AIIMS, Raipur. In that event the security deposit shall also stand forfeited.

**17. 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. Only one tender shall be submitted by one tenderer.

**18. 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.

**19. Terms of payment:**

1. The payment would be made for actual supply taken and no claim in this regard should be entertained. 100% payment of the total order value shall be released after the successful installation of the ordered goods against the submission of the satisfactory installation report by designated committee.
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 alongwith the packing list/delivery challan of two copies and other relevant documents (if applicable) and installation report on the time of payment.

**20. Arbitration:** If any difference arises concerning this agreement, its interpretation on payment to the made thereunder, 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 the other party for submission of the dispute for decision by an Arbitral Tribunal containing Sole Arbitrator to be appointed by the Director, AIIMS, Raipur. Such requests shall be accompanied with a panel of names of three persons to act as the sole arbitrator. 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, 1990 and the rule framed there under and in force shall be applicable to such proceedings.

**21. 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**

FormA

**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/UNSUCCESSFUL 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) 9 Digit MICR Code appearing on the	
	j) Type of Account	
k) Account No.		
4	Email id of the Bidder	

**Form C****CHECKLISTS FOR MODULAR LABORATORY FURNITURE FOR BIOCHEMISTRY DEPARTMENT****Checklist – Tender Fee & EMD**

Sr. No.	Particulars	Documents to be attached wherever applicable	
		Yes	No
1.	Demand Draft / Pay Order for ₹ 2,280/- (Cost ₹ 2,000 + VAT @ 14% ₹ 280= 2,280/-) 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 for ₹ 32,500/- towards refundable EMD is enclosed. **Demand Drafts must be complied with CTS 2010 standards prescribed by Reserve Bank of India		
3.	Envelope is marked as “Tender Fee and EMD”		

**Checklist – Technical Offer**

Sr. No.	Particulars	Documents to be attached wherever applicable	
		Yes	No
1.	1) Attached documents as required in the tender document (i.e. Supplier / firm is manufacturer, 2) As per page no. 3, clause 8 only bonafide manufacturer will participate. 3) Copy of PAN, 4) Certificate of firm/company registration, 5) TIN/VAT registration (Sales tax), 6) Income Tax Return of last three years, 7) Tenderer must provide experience / supplied as per the clause 6. 8) Annual Turnover & balance sheet of last three years duly certified by C.A. as per the clause 7. 9) Certificate of member of SEFA (Scientific Equipment & Furniture Association), 10) Third Party Test Certificates for SEFA 8-M, all comprehensive tests including Chemical Analysis Tests, from SEFA approved Laboratory. The company should have certifications from renowned quality control agencies with NABL accreditation. 11) Certificate of ISO 9001:2008/ISO 14001:2004/OHSAS 18001:2007, 12) Tender document duly seal and sign by the tenderer. 13) Tenderer must provide a certificate on letter head that proprietor /firm has never been black listed by any organization. 14) Certificate of proof of manufacturing submitted by the tenderer. 15) Relevant brochure/catalogue pertaining to the items quoted with full specifications etc. 16) Company/Manufacturer/Firm must have branch office within Chhattisgarh Provide address in detail. 17) An undertaking on letter head for full support & maintenance by the tenderer.		
2.	Technical Specifications Compliance Report		
3.	Duly filled Form – A & Form –B		
4.	Envelope is marked as “Technical Offer”		

**Checklist – Financial Offer**

Sr. No.	Particulars	Documents to be attached wherever applicable	
		Yes	No
1.	Financial Offer of the items as per proforma available as Annexure-II		
2.	Envelope is marked as “Financial Offer”		

**Checklist – Master Envelope**

Sr. No.	Particulars	Documents to be attached wherever applicable	
		Yes	No
1.	Master envelope containing Envelopes of “Technical Offer”, “Financial Offer” and “Tender Fee and EMD” are superscribed with Tender Number, Name of items and Tender Due Date		

**PARTICULARS FOR PERFORMANCE GUARANTEE BOND**

(To be typed on Non-judicial stamp paper of the value of Indian Rupees of Two Hundred) (TO BE ESTABLISHED THROUGH ANY OF THE SCHEDULED BANK (WHETHER SITUATED AT RAIPUR OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT RAIPUR. BONDS ISSUED BY CO- OPERATIVE BANKS ARE NOT ACCEPTED.)

To,  
The Director  
All India Institute of Medical Sciences (AIIMS),  
Tatibandh, GE Road,Raipur-492 099 (CG)

**LETTER OF GUARANTEE**

WHEREAS All India Institute of Medical Sciences (AIIMS) Raipur (Buyer) have invited Tenders vide Tender No..... Dt..... for purchase of ..... AND WHEREAS the said tender document requires the supplier / firm (seller) whose tender is accepted for the supply of instrument / machinery, etc. in response thereto shall establish an irrevocable Performance Guarantee Bond in favour of "AIIMS Raipur" in the form of Bank Guarantee for Rs..... [10% (ten percent) of the purchase value] which will be valid for entire warranty period from the date of installation & commissioning, the said Performance Guarantee Bond is to be submitted within 30 (Thirty) days from the date of Acceptance of the Purchase Order.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said supplier/firm (seller) failing to abide by any of the conditions referred to in tender document / purchase order/ performance of the instrument / machinery, etc. this Bank shall pay to All India Institute of Medical Sciences (AIIMS) Raipur on demand and without protest or demur Rs ..... (Rupees.....).

This Bank further agrees that the decision of All India Institute of Medical Sciences (AIIMS) Raipur (Buyer) as to whether the said supplier/firm (Seller) has committed a breach of any of the conditions referred in tender document / purchase order shall be final and binding.

We, ..... (name of the Bank & branch) hereby further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the supplier/firm (Seller) and/ or All India Institute of Medical Sciences (AIIMS) Raipur (Buyer).

Notwithstanding anything contained herein:

- a. Our liability under this Bank Guarantee shall not exceed Rs.....(Indian Rupees ..... only).
- b.This Bank Guarantee shall be valid up to .....(date) and
- c. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if AIIMS Raipur serve upon us a written claim or demand on or before.....(date)

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at ..... situated at.....(Address of local branch).

Yours truly,

Signature and seal of the Guarantor

Name of the Bank:.....

Complete Postal Address: .....

**ANNEXURE-I**

**Department of Biochemistry  
AIIMS, Raipur (C.G.)**

**Modular Laboratory Specifications**

**Experimental: Biochemistry Laboratory**

Sr. No.	Shape	Dimensions	Material	Worktop	Cabinet	Under bench cabinet	Under bench partition	Colour	No. of Unit
1	Island Table	L = 5200 mm W = 1500 mm H = 800 mm	1 mm GI sheets with Epoxy polyester powder coating	<p>Jet black granite top (17 to 20 mm thick) with chamber molding at the front and groove at the bottom to avoid spillage on the modules and should be supported by plywood (6-8 mm thick) to avoid direct load on under bench cabinets.</p> <p><b>Reagent Rack:</b> Dimensions: L = 1040 mm, B = 300 mm, H = 350 mm with a gap of 230 mm from table top. Reagent racks five on each island table which should be of one tier with spillage preventing facility and removable anti-slide glass top. It should be with 2 No. of 5 amps 3 pin universal electrical sockets cum switch facing either side of the table.</p> <p><b>Electrical arrangement:</b> 10 Nos. 5 amps 3 pin universal electrical sockets cum switch along with electrical panel for 1 island table.</p>	<p>Should be situated below the worktop.</p> <p>Should be made up of 1 mm GI sheet. The shutters are mounted to the modules by hinges which are able to open at 95 degree and self closing on return. The shutter and drawers front should have plastic bumpers to minimize banging noise while closing. Locks to prevent falling of drawer while pulled out. The sturdy telescopic drawer slides to bear load upto 30 kg. Cabinets should have doors and locks with dual keys.</p> <p>5 cabinets with 5 leg spaces on one side of island table; making a total of 10 cabinets with 10 leg space for 1 island table.</p>	Top drawer and bottom cupboards	Bottom cupboard should have removable partition with locking arrangement	Ivory/ Blue	6



**Department of Biochemistry  
AIIMS, Raipur (C.G.)**

**Modular Laboratory Specifications**

Sr. No.	Shape	Dimensions	Material	Worktop	Cabinet	Under bench cabinet	Under bench partition	Colour	No. of Unit
2	Wall storage Cupboards	L = 1200 mm, B = 320 mm, H = 600 mm	1 mm GI sheets with Epoxy polyester powder coating. Each cupboard should have two shelves, door with auto magnetic stoppage system and lock with dual keys.			Top drawer and bottom cupboards	Bottom cupboard should have removable partition with locking arrangement	Ivory/ Blue	2
3	Eye wash station		Wall mounted with bowl, stainless steel, Number of Heads 2, activates by push handle, Head Diameter.40mm, Bowl Diameter.340mm, Depth of bowl.400mm						1

-----  
(Signature & Stamp of the bidder)

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



**ANNEXURE-II**  
**FINANCIAL OFFER**  
**FOR INDIGINEOUS SUPPLIES**

Ref. No. &amp; Date : -

Tender No. : -

Due Date : -

Description of item : -

S. No.	Description of Item & Specification (Model No. if any)	Qty. In Units	Unit Price in Rs.	Discount (%)	CST /VAT (%)	Unit Price (Including Tax)	Total Price in Rs.
Warranty for 36 months							
*Grand total							

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** : .....
- **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  
The Store Officer,  
All India Institute of Medical Sciences Raipur

Dear Sir,

TENDER: \_\_\_\_\_.

we, \_\_\_\_\_, who are established and reputable manufacturers of \_\_\_\_\_, having factories at \_\_\_\_\_ and \_\_\_\_\_, hereby authorize 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