

Notice Inviting Tender

for

"Instrument and Equipment Items for Department of Biochemistry"

At

All India Institute of Medical Sciences, Raipur

| Sr. No. | Description | Start Date & Time |
|----------------|--------------------------|--|
| 1. | NIT No. | AIIMS-RPR / Store / Tender / Instrument _ & _ Equipment _Items_ for _ Biochemistry / 2016 |
| 2. | NIT issue date | 29-06-2016 |
| 3. | Pre-Bid Meeting | 13-07-2016 at 03:00 PM |
| 4. | Venue | Committee Hall, 1 st floor, Medical College Building, AIIMS, Tatibandh, Raipur-492099 |
| 5. | Last Date of submission | 26-07-2016 at 03:00 PM |
| 6. | Open EMD & Technical Bid | 26-07-2016 at 03:30 PM |
| 7. | Venue | Store Officer, Medical College Building, 2 nd floor, AIIMS, Tatibandh, Raipur-492099 |
| 8. | Tender document cost | ₹ 2,280/- (Including VAT) |
| 9. | EMD Amount | Mention in Page no. 2 |



**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



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

Sub.: Invitation of sealed tender for Supply of “**Instrument and Equipment Items for Department of Biochemistry**” 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 “**Instrument and Equipment Items for Department of Biochemistry**” as per details and specifications shown in the **Annexure-I** on the following terms & conditions:

| Schedule | Name of the Item/Equipment | Quantity | EMD |
|----------|-----------------------------|-------------------|------------|
| A | Test Tube Stand | 20 | ₹ 120/- |
| B | Micropipettes variable | As per Annexure-I | ₹ 21,300/- |
| C | Micropipettes fixed | As per Annexure-I | ₹ 1,150/- |
| D | Stand for micropipettes | 02 | ₹ 150/- |
| E | Incubator Microplate Shaker | 01 | ₹ 18,000/- |
| F | Ice Flaking Machine | 01 | ₹ 13,500/- |

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 item/equipment and its accessories. All items should be numbered as indicated in the **Annexure-I**.
 - b) The financial offer should include the cost of main item/equipment and its accessories numbered as in 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) If bidder is participated in multiple schedules, the two parts of the offer should be placed in separate sealed envelopes for Schedule-A & Schedule-B separately clearly marked “Technical Offer” & “Financial Offer” that should be put in different envelopes duly labelled with name of schedule. These four envelopes along with envelope for EMD and Tender Fee marked “Tender Fee & EMD” same as above (total **two envelopes**) must be enclosed in one bigger envelope duly sealed and superscribed with tender number, name of the item/equipment {**Instrument and Equipment Items for Department of Biochemistry**} 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 (as applicable A or B)** 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 at least ₹ 1,333/- for schedule-A, ₹ 2,36,666/- for schedule-B, ₹ 12,833/- for schedule-C, ₹ 1,666/- for schedule-D, ₹ 2,00,000/- for schedule-E & ₹ 1,50,000/- for schedule-F of contract value in the last three years.
7. The firm should be registered and should have the average annual turnover of the bidder in the last three financial years of ₹ 2,000/- for schedule-A, ₹ 3,55,000/- for schedule-B, ₹ 19,500/- for schedule-C, ₹ 2,500/- for schedule-D, ₹ 3,00,000/- for schedule-E & ₹ 2,25,000/- for schedule-F. Copies of authenticated balance sheet for the past three financial years should be submitted.
8. The tender document must be accompanied by copy of PAN, Certificate of firm/company registration, TIN/VAT registration (Sales tax) and service tax registration.
9. The quotations should be given for the items in the same order as in the tender document.
10. The quantity shown against each item is approximate and may vary as per demand of the Institute at the time of placing order.
11. The Vendor must be able to provide the product / items within specified time period as prescribed in the Purchase Order, failing which 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.
12. Imported supplies should be delivered by air and quoted for CIP Raipur.
13. (a) In case of payment (for import item) through Letter of Credit (LC) in case of foreign tenderer, 90% (Ninety Percent) of the payment will be released after completion of the supply. The balance 10% (Ten Percent) of the payment will be released after satisfactory installation of the item/equipment.
(b) If the Payment (for import item) in the form of foreign currency draft / TT, the Institute will release the payment within 30 working days after delivery and successful installation of the item/equipment at AIIMS Raipur Premises.
(c) Advance Payment (for indigenous supplies) is not allowed in any case. 100% payment will be released after completion of the supply and successful installation.
14. AIIMS Raipur is exempted from payment of Excise Duty and is eligible for concessional rate of Custom Duty. Necessary certificate will be issued on demand. AIIMS Raipur will not make necessary arrangements for the clearance of imported goods at the Airport. Hence, the price should not include these charges.

15. 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.
16. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
17. All disputes shall be subject to Raipur Jurisdiction only.
18. **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.**
19. The Tender / Bid will open on 26-07-2016 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 instrument / equipment.
 - 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 / equipment mentioned above without assigning any reasons.
20. Copies of original documents defining the constitution or legal status, place of registration and principal place of business of the company or firm or partnership, etc.
21. **Award of Contract**

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

 - a. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - b. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
22. Normal comprehensive warranty/ guarantee of 5 years shall be applicable to the supplied goods.
23. Rates quoted should be inclusive of packing, forwarding, postage and transportation charges etc.
24. The competent authority reserves all rights to reject the goods if the same are not found in accordance with the required description / specifications/quality.
25. **Sample Requirement- One brochure displaying clearly the sample product is to be attached with the tender.**
26. The detailed description, specifications and quantity of the goods required is given in Annexure-I. The quantity mentioned in Annexure-I will be subject to variation.

27. **Earnest Money:**

Earnest money by means of a Bank Demand Draft/ Pay Order / FD / BG of Rupees (schedule wise EMD is mentioned in page no. 2) be enclosed with the quotation (Technical Bid). It is also clarified that the quotations received without earnest money will be summarily rejected. The DD/Pay Order/FD/BG may be prepared in the name of "All India Institute of Medical Sciences, Raipur".

- a) No request for transfer of any pervious 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.
 - i. 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.
 - ii. If the tenderer fails to deposit performance security money then EMD amount will be forfeited.
- b) Tenders without Earnest Money or Tender cost will be summarily rejected.
- c) No claim shall lie against the AIIMS in respect of erosion in the value or interest on the amount of EMD.
- d) If MSE firm is registered with above agency for tendered item, then the exemption for submission of EMD amount.
 - i. District Industries Centers
 - ii. Khadi & Village Industries commission.
 - iii. Khadi & Village Industries Board.
 - iv. Coir Board
 - v. Small Industries Corporation.(NSIC)
 - vi. Directorate of handicraft & Handlooms.
 - vii. Any other body specified by Ministry of MSME (Ministry of Micro, Small & Medium Enterprises).

If firm is registered with above agency for tendered item, then the exemption for submission of EMD amount.
- e) The refund / return of earnest money to the unsuccessful tenderers become due as soon as the tenders are decided & efforts will be made to return the same to unsuccessful bidder within 30 days from the date of decision of tender.
- f) EMD should remain valid for a period of 45 days beyond the final bid validity period. When the tenderer agrees to extend the validity of offer, he shall also extend the validity of EMD suitably.
- g) Neither the standing deposit, if any lodged with this AIIMS, Raipur or will any other deposit against any other tender be accepted as earnest money for the purpose of this tender.

28. **Tender Cost:-**

- a) Tenders are be provided Free of Cost to MSE'S Registered firm with following mentioned agencies for the tendered items.
- i. District Industries Centers.
 - ii. Khadi & Village Industries Commission.
 - iii. Khadi & Village Industries Board.
 - iv. Coir Board.
 - v. National Small Industries Corporation.
 - vi. Directorate of Handicraft & Handlooms.
 - vii. Any other body specified by Ministry of MSME.
- b) MSE's who are interested in availing these benefits will have to enclosed with their offer the proof of their being MSE'S registered with any of the agencies as per above list.

29. 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 13-07-2016 at 3:00 PM.

30. A demand draft/Pay Order of ₹ 2,280/- (Including VAT) towards non-refundable tender fee and Earnest Money Deposit (EMD) in form of demand draft/BG/FDR/Pay Order 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.

31. All tender documents should have to be forwarded through speed post or registered post, courier, Hand Delivery on / before 26-07-2016 at 3.30PM to Store Office, Medical College Building, 2nd floor, AIIMS, Tatibandh, Raipur-492099 (C.G.).

**Stores Officer,
AIIMS, Raipur**

Other Terms & Conditions:

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 enclosed.
- 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. Performance Guarantee Bond:

- a. Performance Guarantee Bond is mandatory. Format is given on page no. 16.
- b. 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.
- c. 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.
- d. After completion of warranty period a fresh BG/DD/FDR of 10% of CMC cost will be submitted by the supplier for performance security against CMC validity of this new BG/DD/FDR will be 60 days beyond CMC period. After submission of new security deposit, old security deposit will be released.

3. Delivery& Installation: Foreign item also, the successful bidders should strictly adhere to the following delivery schedule supply, installation & commissioning should be effected **within 6 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 Liquidation Damages will be imposed as per clause no. 4. Purchase order will be placed as required by consignee.

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

5. Training and Demonstration: Suppliers need to provide adequate training and 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 item/equipment within warranty period. Assistance limited to locking companies with manufacturer will not be considered sufficient.

6. 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 equipment/instruments in the given tender or only part of it in any given schedule without assigning any reason.

7. **Installation & Warranty Declaration:** Suppliers must give the comprehensive onsite warranty as per Annexure-I as required from the date of successful installation of item/equipment against any manufacturing defects. In the installation report the model number of instrument and all spares parts / accessories numbers should be in the line of purchase order. And suppliers must be written in the warranty declaration that “everything to be supplied by us hereunder shall be free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification and shall be completed enough to carry out the experiments, as specified in the tender document.” If any item covered under warranty fails, the same shall be replaced free of cost including all the applicable charges (shipping cost both ways). **Installation must be done within stipulated time period from the date of delivery of the item/equipment as specified in the purchase order.**
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. **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.
10. **Guarantee / Warranty, Service, Maintenance:** The tenderers must quote onsite warranty as per Annexure-I from the date of completion of the satisfactory installation as certified by the stipulated committee. **The warranty charges shall not be quoted separately otherwise the offer shall be summarily rejected.** Also the bidders should submit their quote for subsequent different warranty on site CMC (include free labour, repair other services & spare parts). **Failure to comply this condition will entail the rejection of the bids.** The price comparison shall be made taking into account on basic price and post warranty CMC. The Rate Contracting Authority reserves the right to award CMC (include free labour, repair other services & spare parts) shall be quoted for equipment’s. So the price of CMC should be quoted according to the cost of equipment. The amount of CMC would be released to the supplier on successful completion of the maintenance of that particular year duly certified by the user department.

The supplier will ensure regular maintenance service by the appropriate engineer having the technical know-how of the equipment. The supplier shall also ensure the presence of resident engineer in the geographical location of this city of Raipur so that he attends the call without loss of time.
11. **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.

12. **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.

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. **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.

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. **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 receipt of goods satisfactorily with approved quality & ordered quantity and successful installation, commissioning and/or report from the user department.

2. No payment shall be made for rejected Stores. Rejected equipment's 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.

For Payment following documents to be submitted:

- a. Two copies of Invoice
- b. Packing list / Delivery Challan
- c. Certificate of Origin
- d. Any other documents, if applicable.
- e. Warranty certificate

17. **Compulsory Enlistment of Indian Agents**

As per the Compulsory Enlistment Scheme of the Department of Expenditure, Ministry of Finance, it is compulsory for Indian agents who desire to quote directly on behalf of their foreign manufacturers/principals, to get themselves enlisted with the Department of Expenditure, through the Central Purchase Organization (e.g. DGS&D).

The compulsory enlistment of Indian Agents under the scheme of Ministry of Finance is simpler and differs from the registration of Indian Agents with the Central Purchase Organization (e.g. DGS&D) described in the earlier paragraphs.

The registration of the foreign manufacturer is not a must for enlisting the Indian Agent under this scheme. No Inspection Report in respect of the foreign manufacturer/principal is necessary.

The enlistment under the scheme is not equivalent to the Registration with DGS&D. Such firms do not enjoy the same status as that of DGS&D registered suppliers. A note to this effect is given in the Enlistment Letter to the firm.

18. Octroi and Local Taxes

The goods supplied against contracts placed by Ministry / Department are generally exempted from levy of Town Duty, Octroi Duty, Terminal Tax and other Levies of local bodies. The suppliers should be informed accordingly by incorporating suitable instructions in the tender enquiry document and in the resultant contract. Wherever required, the suppliers should obtain the exemption certificate from the purchase organization to avoid payment of such levies and taxes. In case, where the municipality or the other local bodies insist upon such payments (in spite of purchase organization's exemption certificate), the supplier should make the payment to avoid delay in supplies and forward the receipt of the same to the purchase organization for reimbursement and, also, for further necessary action by the purchase organization.

19. Custom Duty on Imported Goods

In respect of imported goods, the tenderers shall also specify separately the total amount of custom duty included in the quoted price. The tenderers should also indicate correctly the rate of custom duty applicable for the goods in question and the corresponding Indian Customs Tariff Number. Where customs duty is payable, the contract should clearly stipulate the quantum of duty payable etc. in unambiguous terms.

20. Fall Clause :

1. Prices charged for supplies under Rate Contract 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 or 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 Public 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 under the rate contract for the equipment's 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.

**Store Officer,
AIIMS Raipur**

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 (₹) : _____
 - c.) Demand Draft No. : _____
5. Earnest Money Deposit enclosed: Yes / No [Please √] if Yes,
 - a.) Name of the Bank : _____
 - b.) Amount in (₹) : _____
 - 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 cheque | |
| | j) Type of Account | |
| | k) Account No. | |
| 4 | Email id of the Bidder | |

Form-C**CHECKLISTS FOR INSTRUMENT AND EQUIPMENT ITEMS FOR DEPARTMENT OF BIOCHEMISTRY**

| Checklist - Tender Fee & EMD | | | |
|---|--|---|----|
| Sr. No. | Particulars | Documents to be attached wherever applicable | |
| | | Yes | No |
| 1. | Demand Draft for ₹ 2,280/- (Including Tax) 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 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. | a) Attached documents as required in the tender document (i.e. Supplier/firm is manufacturer/authorized dealer/sole distributor certificate, | | |
| | b) Authorization certificate from the manufacturer in case of dealer / distributor. | | |
| | c) Copy of PAN, | | |
| | d) Certificate of firm/company registration, | | |
| | e) TIN/VAT registration (Sales tax), | | |
| | f) Income Tax Return of last three years, | | |
| | g) Tenderer must provide experience/supplied as per the clause 6. | | |
| | h) Annual Turnover & balance sheet of last three years duly certified by C.A. as per the clause 7. | | |
| | i) Certificate of European CE approved from the Manufacturer Company. | | |
| | j) Certificate of ISO 8655 as mentioned in Annexure-I | | |
| | k) Tender document duly seal and sign by the tenderer. | | |
| | l) Tenderer must provide a certificate on letter head that proprietor/firm has never been black listed by any organization. | | |
| | m) Certificate of proof of manufacturing submitted by the tenderer. | | |
| | n) Copy of Service Tax Registration. | | |
| o) Relevant brochure/catalogue pertaining to the items quoted with full specifications etc. | | | |
| p) Company/Manufacturer/Firm must have branch office within Chhattisgarh Provide address in detail. | | | |
| 2. | Technical Specifications Compliance Report along with Make/brand name and name of manufacturer | | |
| 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 item/equipment as per proforma available as Annexure-II (A or B as applicable) | | |
| 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 instrument/equipment and Tender Due Date | | |

Note:

1. Bidders/Vendors who do not fulfil any or all of the above conditions or provide incomplete information in any respect are liable to be rejected.
2. The Director, AIIMS reserves the right to select any or all items together from the eligible & most responsive bid. The quantities mentioned are indicative only. The final decision as regards to selection of bids depends upon the actual requirement, and will be decided by the competent authority.

Signature of Vendor with Seal:-

Name of Vendor :-

Address :-

Date :-

Signature of Vendor with Seal:-

Name of Vendor :-

Address :-

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 `..... (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 `..... (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**DETAILED TECHNICAL SPECIFICATION FOR INSTRUMENT & EQUIPMENT
ITEMS FOR DEPARTMENT OF BIOCHEMISTRY**

| S. No | Product | Quantity required | Capacity | Specifications of consumables and accessories | Warranty period (in years) |
|---|-------------------------------|-------------------|----------|--|----------------------------|
| Schedule A: Test Tube Stand | | | | | |
| 1 | Test tube stand | 20 | - | tube diameter 16mm, 31 places, made up of- high grade polypropylene | - |
| Schedule B: Micropipettes Variable | | | | | |
| 2 | Micropipettes variable | | | | |
| | 30-300µl | 1 | 30-300µl | Multichannel, 8 channels, Double-action pipetting button, fully autoclavable as a single piece, control button with very low operating force and no discoloration upon UV radiation, volume display 4 digits with magnifier, piston should be made up of fortron/steel material to provide thermal, mechanical and chemical stability, easily removable lower part for cleaning pipettes, pipettes should have radio frequency identification device, channels can be removed for adjusting the distance between the channels to use it for different format like 24 well plate, 6 well plate etc., precision 2 to 0.3%, should ensure delivery of micro-size drops, with 5 year warranty .Calibration and accuracy as per ISO 8655. | 5 |
| | 20-200µl | 3 | 20-200µl | Single channel, spring loaded tip cone for connecting tips tightly, control button with very low operating force and no discoloration upon UV radiation, volume display 4 digits with magnifier, piston should be made up of fortron/steel material to provide thermal, mechanical and chemical stability, easily removable lower part for cleaning pipettes, pipettes should have radio frequency identification device, fully autoclavable as a single piece, precision 2 to 0.3%, should ensure delivery of micro-size drops, with 3 year warranty, Calibration and accuracy as per ISO 8655. | 3 |
| | 10-100µl | 3 | 10-100µl | Single channel, spring loaded tip cone for connecting tips tightly, control button with very low operating force and no discoloration upon UV radiation, volume display 4 digits with magnifier, piston should be made up of fortron/steel material to provide thermal, mechanical and chemical stability, easily removable lower part for cleaning pipettes, pipettes should have radio frequency identification device, fully autoclavable as a single piece, precision 2 to 0.3%, should ensure delivery of micro-size drops, with 3 year warranty. Calibration and accuracy as per ISO 8655. | 3 |

| S. No | Product | Quantity required | Capacity | Specifications of consumables and accessories | Warranty period (in years) |
|-------|-------------------|-------------------|------------|--|----------------------------|
| | 100-1000µl | 3 | 100-1000µl | Single channel, spring loaded tip cone for connecting tips tightly, control button with very low operating force and no discoloration upon UV radiation, volume display 4 digits with magnifier, piston should be made up of fortron/steel material to provide thermal, mechanical and chemical stability, easily removable lower part for cleaning pipettes, pipettes should have radio frequency identification device, fully autoclavable as a single piece, precision 2 to 0.3%, should ensure delivery of micro-size drops, with 3 year warranty. Calibration and accuracy as per ISO 8655 | 3 |
| | 0.1-2.5µl | 3 | 0.1-2.5µl | Single channel, spring loaded tip cone for connecting tips tightly, control button with very low operating force and no discoloration upon UV radiation, volume display 4 digits with magnifier, piston should be made up of fortron/steel material to provide thermal, mechanical and chemical stability, easily removable lower part for cleaning pipettes, pipettes should have radio frequency identification device, fully autoclavable as a single piece, precision 2 to 0.3%, should ensure delivery of micro-size drops, with 3 year warranty, Calibration and accuracy as per ISO 8655. | 3 |
| | 0.5-10µl | 3 | 0.5-10µl | Single channel, spring loaded tip cone for connecting tips tightly, control button with very low operating force and no discoloration upon UV radiation, volume display 4 digits with magnifier, piston should be made up of fortron/steel material to provide thermal, mechanical and chemical stability, easily removable lower part for cleaning pipettes, pipettes should have radio frequency identification device, fully autoclavable as a single piece, precision 2 to 0.3%, should ensure delivery of micro-size drops, with 3 year warranty, Calibration and accuracy as per ISO 8655. | 3 |
| | 2-20µl | 3 | 0.5-10µl | Single channel, spring loaded tip cone for connecting tips tightly, control button with very low operating force and no discoloration upon UV radiation, volume display 4 digits with magnifier, piston should be made up of fortron/steel material to provide thermal, mechanical and chemical stability, easily removable lower part for cleaning pipettes, pipettes should have radio frequency identification device, fully autoclavable as a single piece, precision 2 to 0.3%, should ensure delivery of micro-size drops, with 3 year warranty, Calibration and accuracy as per ISO 8655. | 3 |

| S. No | Product | Quantity required | Capacity | Specifications of consumables and accessories | Warranty period (in years) |
|---|---------------------------------|-------------------|----------|---|----------------------------|
| Schedule C: Micropipettes Fixed | | | | | |
| 3 | Micropipettes fixed | | | Fixed volume miniature micropipettes single channel, low cost autoclavable, calibration and accuracy as per ISO 8655. | 3 |
| | 1. 20ul | 30 | 20ul | | |
| | 2. 500ul | 20 | 500ul | | |
| | 3. 1000ul | 30 | 1000ul | | |
| Schedule D: Stands for Micropipettes | | | | | |
| 4 | Stands for micropipettes | 2 | | Should accommodate 6 pipettes at a time, suitable for both single channel and multichannel (8 channel) models, sturdy and wide base with slots for each pipettes for secure storage, pipette can be stored in upright or horizontal position. | --- |

| Sl. No. | Name of the Instrument | Specifications | Quantity of items required in numbers | Warranty period (in years) | AMC period (in years) | CMC period (in years) |
|--|------------------------------------|---|---------------------------------------|----------------------------|-----------------------|-----------------------|
| Schedule E: Incubator Microplate Shaker | | | | | | |
| 1 | Incubator Microplate Shaker | <p>a. Usable for shaking and thermostating at least two standard 96-well microplates at a time, Capacity- weight more than 10kg.</p> <p>b. Allows operating it as 3 independent devices: Incubator, Microplate shaker, Shaker-Thermostat</p> <p>c. Should allow two-side heating of microplates and achieve exact correspondence of the set temperature in wells of the microtest plates.</p> <p>d. Capable of both gentle or vigorous shaking of samples.</p> <p>e. Should be able to provide indicator for regulation, stabilization and rotation speed.</p> <p>f. There should be provision for automatic stop of the platform motion after reaching the setup time.</p> <p>g. Setting and display keys for temperature setting on the platform</p> <p>h. Temperature setting range: room temperature to +110° C</p> <p>i. Temperature control range: 5° C above ambient upto +60° C</p> <p>j. Setting resolution: 0.1° C; Stability: ±0.1° C.</p> <p>k. Speed regulation range: 200-1300rpm (increment 10 rpm).</p> <p>l. Independent time with sound alarm: 1min-96hrs (increment 1min).</p> <p>m. LCD display provision.</p> <p>n. Number of microtest plates: should be usable for 1-2 microplates at a time.</p> <p>o. Heating power: 50w</p> <p>p. External power supply: DC 12V, 4.16A.</p> <p>q. Dimension 250-280mm, Width- 240-260mm, Height-220-240mm.</p> <p>r. CE Approved.</p> | 1 | 5 | NA | 3 |

| Sl. No. | Name of the Instrument | Specifications | Quantity of items required in numbers | Warranty period (in years) | AMC period (in years) | CMC period (in years) |
|--|----------------------------|---|---------------------------------------|----------------------------|-----------------------|-----------------------|
| Schedule F: Ice Flaking Machine | | | | | | |
| 2 | Ice Flaking Machine | Fully automated about 100kg/day output of ice flake, CFC free refrigerant, caster wheels for easy mobility, noiseless operation, continuous ice flake output, powder coated corrosion resistant stainless steel construction, hygienic sealed water system, temperature ranges -4 to -8 deg Centigrade, Ice Production ranging from 80 to 100 kg/24 hours, Storage bin capacity ranging from 15 to 20 kg, ice flakes thickness of 1.8 to 2.5mm, PU fom insulation, water cooling or forced air cooling system, , auto detection of water shortage or overloading with alarm. system should stop operating when there is no water supply and starts automatically when supply resumes, alarm system should be present for high and low ambient temperature, bin overloading low refrigerant, instrument should be CE approved. | 1 | 3 | NA | 3 |

(Signature & Stamp of the bidder)

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

ANNEXURE-II (A)**PRICE SCHEDULE FOR DOMESTIC GOODS OR GOODS OF FOREIGN ORIGIN LOCATED WITHIN INDIA**

| Schedule | Item Description | Qty | Unit Price in INR | Taxes (if applicable) VAT / Sales Tax/etc in INR | Any Other Charges in INR if applicable (Specify) | Unit Price including tax and other charges 7=4+5+6 | *Total in INR (Unit price x Quantity + Other Charges) 7x3 |
|-----------------|-----------------------------|-------------------|--------------------------|---|---|---|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| A. | Test Tube Stand | 20 | | | | | |
| B. | Micropipettes variable | As per Annexure-I | | | | | |
| C. | Micropipettes fixed | As per Annexure-I | | | | | |
| D. | Stand for micropipettes | 02 | | | | | |
| E. | Incubator Microplate Shaker | 01 | | | | | |
| F. | Ice Flaking Machine | 01 | | | | | |

Total Tender price in Rupees:..... In words

.....

- Note:** - 1. The schedule wise *total will be the deciding factor for L1 provided all the other conditions mentioned in the tender document are fulfilled except schedule E & F, where total price + CMC will be the deciding factor for L1.
2. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.
3. L1 will be decided Schedule wise separately.
4. Price Bid should be submitted in given format only. For additional information/extra items above format may be typed and used.

Name :

Place:.....

Business Address:.....

Date :.....

Signature and Seal of Tenderer

ANNEXURE-II (B)
PRICE SCHEDULE FOR GOODS TO BE IMPORTED FROM ABROAD

| 1 | 2 | 3 | 4 | 5 | | | | | 6 |
|----------|----------------------------|-------------------|-------------------|--|--|--|--|---|--|
| | | | | Price per unit / basis at AIIMS, Raipur | | | | | |
| Schedule | Brief Description of Goods | Country of Origin | Quantity (Nos.) | FOB price at port/ airport of Lading (a) | Carriage & Insurance (port of loading to port of entry) and other Incidental costs** (b) | Incidental services including installation & commissioning, supervision, Demonstration and Training) at the Consignee's site (c) | Transportation from port of entry to the consignee site, storage and extended Insurance for a period of 3 months beyond date of delivery** (d) | Unit Price on CIP Named Port of Destination + Extended Insurance (local transportation and storage) (e) | *Total price on CIP Named Port of Destination + Insurance (local transportation and storage) 4 x 5 |
| A. | Test Tube Stand | | 20 | | | | | | |
| B. | Micropipettes variable | | As per Annexure-I | | | | | | |
| C. | Micropipettes fixed | | As per Annexure-I | | | | | | |
| D. | Stand for micropipettes | | 02 | | | | | | |
| E. | Incubator Microplate | | 01 | | | | | | |
| F. | Ice Flaking Machine | | 01 | | | | | | |

Total Tender price in foreign currency: _____

In words: _____

- Note:** -
1. The schedule wise *total will be the deciding factor for L1 provided all the other conditions mentioned in the tender document are fulfilled except schedule E & F, where total price + CMC will be the deciding factor for L1.
 2. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.
 3. The tenderer will be fully responsible for the safe arrival of the goods at the named port of entry in good condition as per terms of CIP as per INCOTERMS, if applicable.
Purchaser will make payment after receipt of goods at consignee's site/store in good condition
 4. Price Bid should be submitted in given format only. For additional information/extra items above format may be typed and used.
 5. All the component of total price (i.e. column no. 6 will be paid by tenderer including Custom Duty, Custom Clearing charges as per terms of contract. CDEC will be issued to tenderer on demand.

Indian Agent:

Indian Agency Commission - __% of FOB

Signature of Tenderer _____

Place: _____

Date: _____

Name _____

Business Address _____

Signature of Tenderer _____

Seal of the Tenderer _____

PRICE SCHEDULE FOR
COMPREHENSIVE MAINTENANCE CONTRACT (C.M.C)
AFTER EXPIRY OF WARRANTY FOR
SCHEDULE-E

(RATES SHOULD BE QUOTED IN INDIAN RUPEES ONLY)

| Sr No | SME Code No. | Name of the Equipment | For Sixth year with spare parts & labour | For Seventh year with spare parts & labour | For Eighth year with spare parts & labour |
|-------|--------------|-----------------------|--|--|---|
| (1) | (2) | (3) | (4) | (5) | (6) |
| | | | | | |
| | | | | | |
| | | | | | |

Place:

Date:

Signature
Name in Capital Letters
Designation

PRICE SCHEDULE FOR
COMPREHENSIVE MAINTENANCE CONTRACT (C.M.C)
AFTER EXPIRY OF WARRANTY FOR
SCHEDULE-F

(RATES SHOULD BE QUOTED IN INDIAN RUPEES ONLY)

| Sr No | SME Code No. | Name of the Equipment | For Fourth year with spare parts & labour | For Fifth year with spare parts & labour | For Sixth year with spare parts & labour |
|-------|--------------|-----------------------|---|--|--|
| (1) | (2) | (3) | (4) | (5) | (6) |
| | | | | | |
| | | | | | |
| | | | | | |

Place:

Date:

Signature
Name in Capital Letters
Designation

SPECIAL CONDITIONS

1. The bidders should submit the relevant certificates / evidence of previous supply to other hospitals. If required, the technical committee may enquire from the other hospitals where the bidders have supplied the material.
2. The bidders should also submit a certificate from the relevant authority as to the quality of the equipment.
3. The bidder should not have been blacklisted before.
4. The bidders shall also arrange for the demonstration of their equipment to the concerned committee regarding the quality aspect.

The above quote should be made schedule wise and should include all applicable taxes. Schedule wise comparison of the quotes will be made and L1 for each item will be determined accordingly. If the rates of L1 are quoted for various items from different bidders, then AIIMS Raipur reserve the right to either accept the L1 of different firm/agencies or will negotiate, with the firm who has quoted the maximum gross value of L1 items to lower the rate of other item up to the limit of L1 quoted by other firms, provided that such quoted items are not interdependent on each other. In this context, final decision of the committee will be binding to all and no claim in this regard can be entertained. The quantity indicated is tentative and may vary, and any decision in this regard by Director AIIMS Raipur shall be final.

Declaration by the Bidder:

1. This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained in Tender document regarding terms & conditions of the contract, rules regarding tender for Instrument & Equipment items for Biochemistry. I/we agree to abide them.
2. No other charges would be payable by Client and there would be no increase in rates during the Contract period.

Place:.....

(Signature of Bidder with seal)

Date:.....

Name :

Seal :

Address :

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 (Authorized Distributor/Sole 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