

NOTICE INVITING TENDER

FOR

Rate Contract for Refilling of Medical Gas Cylinder

At

All India Institute of Medical Sciences, Raipur

No.	DME Stage	Start Date & Time
1.	NIT No.	Store/Tender/Medical Gas Cylinder / 1/2015
2.	NIT Issue Date	24-04-2015
3.	Pre bid meeting	07-05-2015 at 3:00 PM
4.	Last Date of Submission	19-05-2015 at 3:00 PM
5.	Venue	Store Officer, Medical College Building, AIIMS Raipur-492099



आरोग्यम् सुख सम्पदा

All India Institute of Medical Sciences, Raipur
G.E. Road, Tatibandh, Raipur – 492099, Chhattisgarh
Tele: 0771- 2971307, email: store@aiimsraipur.edu.in
Website: www.aiimsraipur.edu.in



अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर (छत्तीसगढ़)
All India Institute of Medical Sciences, Raipur (Chhattisgarh)
Tatibandh, GE Road,
Raipur-492 099 (CG)
www.aiimsraipur.edu.in

File No. Store/Tender/Refilling of Medical Gas Cylinder/1/2015

Date: 24-04-2015

Tender for Rate Contract for Refilling of Medical Gas Cylinder

Date and time of submitting of tender: 19-05-2015 upto 3.00 pm date and time of opening of tender: 19-05-2015 at 3.30 pm.

To,

M/s-----

Subject: Invitation of sealed bid for procurement of Refilling of Medical Gas Cylinder of different capacity (oxygen, nitrous oxide etc.) For AIIMS, Raipur, Tatibandh, G.E. Road, Raipur.

Sir,

(to be returned duly completed latest by 19-05-2015 till 3.00 p.m. otherwise tender shall not be accepted)

On behalf of the Director, All India Institute of Medical Sciences, Raipur tenders in sealed cover are invited under two-bid system from manufacture and their authorized dealers/ distributors for 2 years Rate Contract of Supply for refilling of Medical Gas Cylinder of different capacity (oxygen, nitrous oxide) for AIIMS, Raipur Tatibandh, G.E. Road, Raipur, as per specification, terms & conditions. The rates shall remain effective for the period of two years rate contract, currency of which shall start from the date of award of the contract.

S.no.	Name of rate Contract	Duration	Emd amount	Tender cost
1.	Rate contract for refilling of Medical Gas Cylinder of different capacity compressed medical oxygen, nitrous oxide, compressed medical air & carbon-dioxide etc.	Two years (can be extended upto as per requirement)	Rs. 60,000/- (sixty thousand Only) in form of EMD/BG/FDR/D of any scheduled bank in favour of AIIMS, Raipur Tatibandh, G.E. Road, Raipur.	Tender cost ₹ 2,000 + VAT @ 14% ₹ 280 = ₹ 2,280/- (Two Thousand Two Hundred Eighty only) in form of DD / Pay Order of any scheduled bank in favour of AIIMS, Raipur Tatibandh, G.E. Road, Raipur.

1. Without emd & tender cost, otherwise offer or bid will be summarily rejected.
2. Firm should submit Tender Cost in form of DD / Pay Order and EMD amount in the form of BG/FDR/DD separately .

Procedure for submission of tenders

A. Technical bid

B. Price bid

Both the covers should be duly sealed, superscribed and addressed to the store officer. Above referred envelopes should be placed in a big envelope which will form the main cover. This main cover must be superscribed **“tender for Procurement of refilling for Medical Gas Cylinder”**

Tender should be submitted in sealed envelope & super scribed as **“Tender for Procurement of Refilling Medical Gas Cylinder of different capacity (compressed medical oxygen, nitrous oxide, compressed medical air & carbon-dioxide etc.) for AIIMS, Raipur, Tatibandh, G.E. Road, Raipur”** in the tender box placed in the chamber of Store Officer on date 19-05-2015 up to 3.00 p.m. In case the tender is sent by postage it must be reach in the office of Store Officer by dated 19-05-2015 up to 3.00 p.m. Proof of postage will not be considered as a claim for timely submission of tender. The tender shall be opened on 19-05-2015 at 3.30 p.m. In Store Officer's room in presence of tenderers or their authorised representatives, who wish to be present. **In case 19-05-2015 is declared holiday, bids will be opened on next working day at the same time & venue.**

Store officer reserves the right to accept or reject or cancel the tender(s)/tender process or relax any condition at any stage without assigning any reason(s) thereof what so ever and his decision shall be final on this count.

Enclosures:

Store officer
AIIMS, Raipur

Contract Form

TENDER FORM - 1 - TECHNICAL INFORMATION AND UNDERTAKING

(Tenderer may use separate sheet wherever required)

(In separate sealed Cover-I super scribed as “Technical Bid”)

Sr.No.	Description	Document Required	Document Supplied (Yes/No)	If yes, provide Reference page number in techno-commercial bid
1.	Name & Address of Tenderer with phone number, email, name and telephone/mobile	Mention in Letter head		
2.	Specify your firm / company is a manufactures / authorised dealer / distributor / Agency	Mention in Letter head		
3.	Name, Address & designation of the authorized person (Sole proprietor / partner / Director)	Mention in Letter head		
4.	Power of Attorney / authorization for signing the bid documents	Mention in Letter head		
5.	Tenderer must provide evidence of having supplied government hospital / reputed private hospital organizations in India similar nature of items of at least 1/3 value of contract amount in the last three years.	<ul style="list-style-type: none"> • Copy of the all the Supply orders. • Satisfaction certificates (along with contact details) from at least three institutions. 		
6.	The Average annual turnover of the bidder in the last three financial years should not be less than 50% of the contract value.	Copies of authenticated balance sheet for the past three financial years		
7.	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.	Undertaking authorization letter		

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Sr.No.	Description	Document Required	Document Supplied (Yes/No)	If yes, provide Reference page number in techno-commercial bid
8.	Manufacturer's authorization letter as per Annexure-IX	Original letterhead of manufacturer		
9.	Manufacturer's license for medical oxygen	Attested copy		
10.	Valid license for storage, filling and testing of cylinder	Attested copy		
11.	CCE approved test shop certificate	Attested copy		
12.	Permanent Account Number	Copy of the PAN Card		
13.	Please attach copy of last three years of Income Tax Return			
14.	VAT Certificate	Copy of Certificate		
15.	VAT Clearance Certificate	Copy of Certificate		
16.	Acceptance of terms & conditions attached (Yes/No). Whether each page of NIT and its annexure have been signed and stamped	Please sign each page of terms & conditions as token of acceptance and submit as part of tender document with technical bid. Otherwise your tender will be rejected.		
17.	Please submit a notarised affidavit on Indian Non judicial stamp paper of ₹ 100/- as per annexure-VII	Notarized affidavit in original		
18.	Details of the FDR/DD/BG of bid security 60,000/- (EMD)	FDR/DD/BG No: Date: Payable at:		
19.	Detail of cost of Tender for 2280/- (downloaded from website)	DD/Pay Order No. Date: Payable at-		

Note:

- i. Page number/serial number may be given to each and every page of Tender Documents and photocopies of the attested documents attached. Mention Page number, wherever the copy (ies) of the document(s) is kept.
- ii. In case of non-fulfillment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

(Dated Signature of the Tenderer with stamp of firm)

Declaration by the Tenderer:

- 1) That I/we have carefully studied all the terms & conditions of NIT and shall abide by it.
- 2) That I/We shall supply the items of requisite quality.
- 3) That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

Place:.....

Date:.....

(Signature of Tenderer with seal)

Name:

Address :

TERMS & CONDITIONS:

1. The Rate contract will be valid for 2 years from the date of finalization of tender and same can be extended by the Director, AIIMS Raipur on mutual agreement on same terms and conditions till the finalization of next tender or fresh arrangement. Director AIIMS Raipur reserves the right to terminate contract at any stage if supplies and performance found unsatisfactorily on observation of user deptt.
2. Earnest Money Deposit amounting to ₹ 60,000/- (Sixty Thousand only) must be deposited along with tender form either through BG/FDR/DD in favour of 'AIIMS Raipur'.
3. Tender Cost amounting to ₹ 2,000 + VAT @ 14% ₹ 280 = ₹ 2,280/- (Two Thousand Two Hundred Eighty only) in form of DD/Pay Order in favour of 'AIIMS Raipur'.
4. In the event of withdrawal / revocation of the tender before the date of acceptance the earnest money will be forfeited.
5. The earnest money will however be returned without interest to the tenderer, where tender is not accepted.
6. The tenderers are advised to submit pre-receipt along with application for refund of EMD, which will be released as soon as tender is finalized.
7. Director, AIIMS, Raipur reserves the right to cancel the tender at any time without assigning any reason therefore.
8. The place of delivery will be store area of the **Manifold room (Ground floor), AIIMS, Raipur.**
9. No installation and uprooting charges will be paid.
10. Any freight and cartage charges will be borne by the contractor for delivering the items.
11. On due Satisfactory performance and completion of the contract in all respects, the security money will be refunded to the contractor without any interest.
12. Failure or delay in supply of life saving medical gases shall result in financial penalty and any other levies as decided by Director AIIMS Raipur.

13. The tenderer should maintain standards of cylinders and gases and should give an undertaking that if any mishap occurs to the personnel working with cylinders or damage occurs to the equipments due to gases, the supplier shall be responsible for the same.
14. Firm must give an undertaking to the hospital that they will provide uninterrupted supplies as per demand of the hospital.
15. **The approximate requirement for various gases is shown in Annexure V; the requirement shown is indicative and may vary by 25%.**
16. The Director, AIIMS, Raipur reserves the right to make an alternative arrangement at risk and cost of the firm if it fails to supply the gases timely.
17. The rejected supply if any should be taken and replaced by the supplier within the specified period, without causing any interruption to the hospital services.
18. Cylinder Supply and collection for refilling should be made between 10.00 AM to 3.00 PM only.
19. In case supply is not received till 3.00 PM the hospital authorities will have the right to purchase Medical Gases from the open market and extra money spent due to rate difference plus cartage charges will be deducted from the performance security and/ or EMD of the supplier.
20. The details of enclosures should be numbered and total pages should be mentioned in the forwarding/ offer letter.
21. Supplier /Manufacturer can visit the available site of existing Manifold room in hospital.
22. Successful bidders would be bound to supply the gases even after completion of tenure on tender rates, terms & conditions till the next tender/fresh arrangement is finalized.
23. In case of disputes, the same shall be referred to any arbitrator appointed by the Director AIIMS Raipur and the decision of the arbitrator will be final and binding to both the parties. The venue of the arbitrator shall be Raipur.

24. **Terms of payment:**

- i The payment would be made for actual supply taken and no claim in this regard should be entertained. 100% payment will be made on receiving of goods in store satisfactorily with approved quality & ordered quantity.
- ii No payment shall be made for rejected Stores. Rejected items must be removed by the supplier within two days of the date of rejection 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.

25. **Performance Security:**

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

Performance Security shall be submitted in the form of Demand Draft, Bank Guarantee or Fixed Deposit Receipt issued by any Scheduled Bank. Performance Security will be valid upto 60 days after completion of contractual obligations under the contract.

26. **Delivery & Installation:**

The successful bidders should strictly adhere to the following delivery schedule supply should be effected within **1 week** from the receipt of Purchase order and this clause should be strictly adhere to failing which administrative action as deemed fit under rules will be taken against the defaulter.

27. **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% per week of delay or part thereof on delayed supply of the quoted price. Once maximum 10% of value of contract for delayed supply is reached, Purchaser may consider termination of the tender.

28. **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.

**Store officer,
AIIMS, Raipur**

SPECIAL CONDITION :-

1. The firm must be manufacturer/ authorized distributor of medical gases i.e. medical oxygen, nitrous oxide and Medical air and the firm should hold valid manufacturing license for medical gases from the state drug controller as per the provision of drugs and cosmetic act 1940 and rules there under.
2. Firm, should have a valid license for storage filling and cylinder testing and other requisite license if any issued by CCE Nagpur as statutory requirement.
3. The tenderer has to ensure compliance of Rule 3 of the gas cylinder rules, 2004 and timely obtain necessary filling permission from the chief controller of explosives under Rule 45 while supplying the cylinders for filling of compressed cryogenic gases, if required.
4. Should have reputation and experience of over last 5 years as Medical Gas manufacturer/ authorized supplier to at least three more than 100 bedded reputed hospitals out of which two should be Govt. institute/ hospital supported with certificate issued by the user deptt along with copy of supply order.
5. Should have provision of full facility for testing and logging for impurities in each batch of manufactured gas & cylinders.
6. All cylinders should be tested and specified for filling of medical gases by CCE approved test shop.
7. In house facility for regular testing & certification of cylinder for tare weight, Hydraulic pressure tests etc. as per norms for compressed gas cylinders under explosives Act 1981, expenditure will be borne by company.
8. The firm should have adequate & efficient safe transport and a depot in Raipur region in order to ensure timely supply of medical gases.
9. The firm should take responsibility to maintain color code of all medical gases cylinders including those belonging to the hospital.
10. The firm should not demand separate security, caution money & rent/ maintenance charge, transport charges and holding charges on gas cylinders.

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11. The firm should supply and station the cylinders to the store area of the manifold room. No installation and uprooting charges will be paid.
12. The firm will be responsible for routine check and maintenance at no extra cost.
13. The firm should ensure for refilling and supply of all type of cylinders A, B, D/Bulk, AA and bottle type for medical gases (O₂, N₂O, CO₂, and Medical Air).
14. Tenderer are bound to supply the store/ manifold room during the validity of tender at the approved rates. The validity of the tender will be for a period of Two years from the date of finalization of the tender. The rates quoted should be certified as the lowest quoted for any institution in India in the last 2 years. If the price of any item is reduced due to any reasons during the validity of the tender, it will intimate the reduced rates immediately to this office.
15. Director AIIMS Raipur reserves the right to select different vendors if the lowest rates for different gases differ among bidders.
16. Cylinder should mention date of last testing & due date of next testing.
17. Note: Representative from the hospital may visit the suppliers place from time to time for checking gross weight, tare weight and net weight of the cylinders. The supplier shall have to provide necessary cooperation in this matter, no additional charges will be payable from hospital.

**Store officer,
AIIMS, Raipur**

CHECK LIST

The Bidder should ensure that the following informations / documents are enclosed along with the

Bidding documents:

BID I

- i. EMD cost in the form of BG/FDR/DD of Rs. 60,000/- (SIXTY THOUSAND only) & Tender cost of Rs. 2,280/- (Two Thousand Two Hundred Eighty only) in form of DD/Pay Order of any scheduled bank in favour of AIIMS, Tatibandh, Raipur.
- ii. Original Tender Documents duly filled, signed & stamped on each page
- iii. Annexure- I & II duly filled and signed with seal.
- iv. A signed undertaking on stamped paper of Rs.100/- (Rupees One hundred only along with tender (As per Annexure VII)
- v. Manufacturer's Authorization Certificate (As per Annexure IX) in case Bid is submitted by Agents / valid manufacturing license (if Bid is submitted by manufacturer).
- vi. Valuing Certificate issued from Department of Explosive

BID II

- i. Details of manufacturing unit / Authorized Distributors (as per Annexure-IX)
- ii. Valid manufacturing license for Medical Oxygen, Medical Air and Nitrous oxide (Attested copies) / Authorization certificate from manufacturer.
- iii. Valid license for storage, filling and testing of cylinders (Attested copies)
- iv. A CCE approval test shop certificate (Attested copies)
- v. Performance certificate from 3 reputed hospitals where the supplies have been made in previous three years
- vi. Lowest rate certificate in last 2 years, certifying that the rate quoted are not higher than quoted elsewhere.
- vii. Non black listing certificate. Certificate stating that the firm has not been black listed in the past and no vigilance or other enquiries are pending against the firm.
- viii. Undertaking that uninterrupted supply of gases will be maintained or else alternative arrangement will be made at the risk of the supplier.
- ix. Certificate mentioning total number of vehicles in possession to transport filed gas cylinders and permission to ply on roads all time.
- x. Certificate stating that all term and conditions of tender are acceptable

Technical Specifications for Medical Gases

1. Compressed Medical Oxygen

- i. Medical grade I.P. 1996/Latest IP 2010 - Certified safe for human use.
- ii. Purity 99-100%
- iii. Carbon monoxide less than 5 PPM
- iv. Carbon-di-oxide not more than 300 PPM
- v. Free from halogen, polymer & oxidizing substance & moisture.
- vi. Should not cause any damage to the materials of cylinders, Gas pipeline, Anesthesia machine and ventilators.

2. Nitrous Oxide

- i. Medical grade I.P. 1996/Latest IP 2010 -Certified safe for human use.
- ii. Purity 99-100% in liquefied form.
- iii. Humidity and other impurities zero percent
- iv. Free from hydrogen sulphide
- v. Free of all forms of reducing and oxidizing substances
- vi. Should not cause any damage to the materials of cylinders, Gas pipeline, Anesthesia machine and ventilators.
- vii. Each batch must have passed tests for alkalinity, arsenic, phosphate and ammonia

3. Carbon dioxide

- i. Medical grade I.P. 1996/Latest IP -Certified safe for human use.
- ii. Should not damage any instrument used with it.

4. Compressed Medical Air

- i. Certified safe for human use
- ii. Medical grade
- iii. Moisture/ oil/ dust free
- iv. Should not damage any instrument used with it

Annexure-V

Required quantity of refilling of various Medical Gas Cylinders						
Oxygen Cylinders			Nitrous Oxide Cylinders		Carbon Dioxide Cylinders	Compressed Medical Air
A Type	B Type	D Type	A Type	D Type	D Type	D Type
50	500	1000	50	225	25	100

PRICE BID**Proforma for inviting tenders & Rates particulars of medical gases****A. Medical Gas Cylinders**

S. No.	Description	Compressed Medical Gases						Compressed Medical Air
		Oxygen Cylinders			Nitrous Oxide Cylinders		Carbon Dioxide Cylinders	
		A Type	B Type	D Type	A Type	D Type	D Type	D Type
1.	Cost of refilling per cylinder							
2.	Testing charges of cylinders							
3.	Repairing charges							
	Taxes (If Applicable)							
Total of 1,2, and 3 for each cylinder								

Note:

1. Rates must be computerized print.
2. Net rate to be quoted in the grand total inclusive of all charges.
3. D type cylinder is the same as bulk or jumbo cylinder.
4. The rates at which the cylinder will be delivered in the hospital must be quoted both in the words and figures per cylinder.
5. There should be no revision of rate during contract period except changes in taxes whenever notified by govt.

THE ABOVE PROFORMA SHOULD BE FILLED UP DULY SIGNED & TO BE ENCLOSED ALONG WITH THE FINANCIAL BID ONLY AND NOT WITH THE TECHNICAL BID, FAILING WHICH YOUR OFFER WILL BE SUMMARILY REJECTED.

Name and Signature of Authorized Signatory with Seal

Annexure-VII

To,

Store Officer,
AIIMS, RAIPUR, Tatibandh, G.E. Road,
Raipur - **492009**

UNDERTAKING

Date of Opening:

Name of Item:

Respected Madam/Sir,

1. The undersigned certifies that I /we have gone through the terms and conditions mentioned in the tender document including annexure and undertake to comply with them. The rates quoted by me/us are valid and binding on me/us for acceptance for the period of one year from date of finalization of tender.
2. It is certified that rate quoted are the lowest quoted for any institution /Hospital in India.
3. Earnest Money Deposited by me/us viz. Rs 60,000/- (SIXTY THOUSAND only)....in the form Demand Draft/BG/FDR in Favour of AIIMS, Tatibandh, G.E. Road, Raipur, is attached herewith and shall remain in custody of the Store Officer, AIIMS, RAIPUR, Tatibandh, G.E. Road, Raipur.
4. I/We give the rights to Store Officer, AIIMS, RAIPUR, Tatibandh, G.E. Road, Raipur, to forfeit the Earnest Money deposited by me/us if any delay occur on my/agent's part or fails to supply the article at the appointed place and time and of the desired specification.
5. I/We undertake that I/We will supply a new & fresh piece of ordered item and the rejected supply, if any will be taken back and replaced by the firm at its own cost within the specified period and without causing any interruption to the Hospital services.
6. Certificate of explosive department should be produced at the time of supply of cylinder.
7. There is no vigilance/CBI case or court case pending against the firm/supplier.
8. I/We declare that my/our firm has not been blacklisted/debarred by any of the Govt. Hospitals/Institutions/any Govt. /Govt. Undertaking.
9. I/We undertake that if the rates of any item are lowered due to any reason, I/We will charge the lower rates.
10. I/We hereby undertake to supply the items as per directions given in supply order within the stipulated period.
11. I/We understand that STORE OFFICER'S, AIIMS, RAIPUR, Tatibandh, G.E. Road, Raipur, has the right to accept or reject any or all the tenders without assigning any reasons (s) thereof.
12. I/We shall not sublet/transfer/assign the contract or a part of it to any other firm at any time of contract.
13. If above information is found incorrect/false at any time the tender is liable to be rejected.

AUTHORIZATION CERTIFICATE

To,
Store Officer,
AIIMS, Tatibandh, G.E. Road,
Raipur-492099.

Respected sir/madam,

Authority letter against Tender enquiry No..... due
on.....Name of item
quoted.....
.....We,
....., who are established and reputed
manufacturer of..... having factory
at.....and hereby
authorize M/s.....(Name & Address
of Agent) to Bid, Negotiate and conclude the contract with your Institution against
above tender for the above goods manufactured by us.

Yours Faithfully

**(Signature & Name of
Manufacturer) (With
Address & Seal)**

(NOTE: These letter of Authorization should be on the letter head of the manufacturing concern and should be signed by a person competent and having the Authorization to issue said certificate on behalf of the manufacturing firm. The said certificate should also bear the signature of the participating tenderer as a witness.)

DETAILS OF MANUFACTURING UNIT / AUTHORIZED DISTRIBUTORS

Name of the Tenderer & Full Address:

(Whether manufacturer / authorized distributor) PAN number

Name of bank _____ name of branch _____

A/c No. _____ and IFSC number _____

(RTGS detail for payment)

Phone Nos. /Mobile no. Fax No. _____

E-mail Address _____

Date of Inception _____

Item Manufacturing / Distribution License No & Date (if any) : _____

Issued by _____

Valid upto _____

CST / VAT Registration No. _____

Details of Name & Address of premises Where items are actually manufactured. /Stored.

Signature of the Authorized Signatory
Name & Designation of Authorized Signatory