

Notice Tender Invited for**"Surgical Loupes"****At****All India Institute of Medical Sciences, Raipur**

Sr. No.	Description	Start Date & Time
1.	NIT No.	No.: AIIMS-RPR/Store/Tender/Surgical Loupes/2016/1
2.	NIT issue date	09-05-2016
3.	Pre-bid Meeting	23-05-2016 at 03:00 PM
4.	Venue	Committee Hall, 1 st floor, Medical College Building, AIIMS, Tatibandh, Raipur-492099
5.	Last Date of submission	03-06-2016 at 03:00 PM
6.	Open EMD & Technical bid	03-06-2016 at 03:30 PM
7.	Venue	Store Officer, Medical College Building, 2 nd floor, AIIMS, Tatibandh, Raipur-492099
8.	Tender document cost	₹1,140/- (including VAT)
9.	EMD Amount	₹21,000/- (Rupees Twenty One Thousand Only)



**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



अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर, छत्तीसगढ़
All India Institute of Medical Sciences, Raipur (Chhattisgarh)
Tatibandh, GE Road, Raipur-492 099 (CG)
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Sub.: Invitation of sealed tender for “**Surgical Loupes**” 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 “Surgical Loupes” as per details and specifications shown in the **Annexure-I** on the following terms & conditions:

Sr. No.	Name of the Items	Quantity
1	Surgical Loupes	as per Annexure-I

- If the supplier/firm is manufacturer/authorized dealer/sole distributor of any item, the Certificate to this effect should be attached.
 - The tender documents are to be in two parts as Technical Offer and Financial offer:
 - 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**.
 - 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.
 - The two parts of the offer should be placed in separate sealed envelopes clearly marked “Technical Offer” & “Financial Offer”. These two envelopes along with envelope for EMD and Tender Fee marked “Tender Fee & EMD” (total three envelopes) must be enclosed in one bigger envelope duly sealed and super-scribed with tender number, name of the item/equipment {**Surgical Loupes**} and tender due date must be forwarded to the undersigned so as to reach him on or before the due date.
 - 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.
- 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. A minimum of five years warranty is required from the date of commissioning.
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 5 reputed government / reputed private organizations in India including a least one government institution.
7. Tenderer must provide evidence of having supplied government hospital / reputed private hospital organizations in India similar nature of items of at least ₹2,35,000/- of contract value in the last three years.
8. The firm should be registered and should have the average annual turnover of the bidder in the last three financial years of ₹3,50,300/-. Copies of authenticated balance sheet for the past three financial years should be submitted.
9. The tender document must be accompanied by copy of PAN, Certificate of firm/company registration, TIN / VAT registration (Sales tax) and service tax registration.
10. The quotations should be given for the items in the same order as in the tender document.
11. The quantity shown against each item is approximate and may vary as per demand of the Institute at the time of placing order.
12. 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.
13. The place of arbitration and the language to be used in arbitral proceedings shall be decided by the arbitrator.
14. All disputes shall be subject to Raipur Jurisdiction only.
15. **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.**
16. The Tender/Bid will open on 03-06-2016 at 03:30PM 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.
17. 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 18-02-2016 at 3:00 PM.
18. A demand draft/Pay Order of ₹1,140/- (Including VAT) towards non-refundable tender fee and Earnest Money Deposit (EMD) in form of demand draft/BG/FDR/Pay Order of ₹21,000/- 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.

19. All tender documents should have to be forwarded through speed post or registered post, courier, Hand Delivery on/before 03-06-2016 at 3.00PM to Store Office, Medical College Building, 2nd floor, AIIMS, Tatibandh, Raipur-492099 (C.G.).
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. Rates quoted should be inclusive of packing, forwarding, postage and transportation charges etc.
23. The competent authority reserves all rights to reject the goods if the same are not found in accordance with the required description/specifications/quality.
24. 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.
25. Each bidder shall submit only one quotation.
26. Conditional Quotation(s) will not be accepted.

We look forward to receiving your quotations and thank you for your interest in this project.

Note: Quotation(s) without E.M.D. will be out rightly rejected.

**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 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, if applicable) under the contract.

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:** 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 LD 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. **Installation & Warranty Declaration:** Suppliers must give the comprehensive onsite warranty 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.**

7. **Warranty**

The tenderers must quote for 2 years onsite warranty 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 5 years on site AMC/CMC. 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 AMC/CMC. The Rate Contracting Authority reserves the right to award AMC/CMC (with spare parts) shall be quoted for equipment costing upto Rs. 5.00 Lac. So the price of AMC/CMC should be quoted according to the cost of equipment. The amount of AMC/CMC would be released to the supplier on successful completion of the maintenance of that particular year duly certified by the user department.

8. **Validity of the bids:** The bids shall be valid for a period of 180 days from the date of opening of the tender. This has to be so specified by the tenderer in the commercial bid which may be extended, if required.
9. **Right of Acceptance:** AIIMS, Raipur reserves the right to accept or reject any or all tenders/quotations without assigning any reason there of and also does not bind itself to accept the lowest quotation or any tender. AIIMS, Raipur also reserves the rights to accept all the equipment/instruments in the given tender or only part of it in any given schedule without assigning any reason.
10. **Communication of Acceptance:** AIIMS, Raipur reserves all right to reject any tender including of those tenderers who fails to comply with the instructions without assigning any reason whatsoever and does not bind

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

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

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

12. **Insolvency etc.:** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified AIIMS, Raipur shall have the power to terminate the contract without any prior notice.
13. **Breach of Terms and Conditions :** In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/job without assigning any reasons thereof and nothing will be payable by AIIMS, Raipur. In that event the security deposit shall also stand forfeited.
14. **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 it 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 and Mode of Payment**

15.1 Payment Terms

Payment shall be made subject to recoveries, if any, by way of liquidated damages or any other charges as per terms & conditions of contract in the following manner.

A) Payment for Domestic Goods of foreign Origin Located within India

Payment shall be made in Indian Rupees as specified in the contract in the following manner:

a) Ondelivery:

70% payment of the contract price shall be paid on receipt of goods in good condition at the consignee premises and upon the submission of the following documents:

- i. Four copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount;
- ii. Consignee Receipt Certificate in original issued by the authorized representative of the consignee;
- iii. Two copies of packing list identifying contents of each package;
- iv. Inspection certificate issued by the nominated Inspection agency, if any;
- v. Insurance Certificate and documents should also be submitted for payment of LC confirming that dispatch documents has already been sent to all concerned as per the contract within 24 hours;
- vi. Certificate of origin and certificate of guarantee and warrantee

b) On Acceptance:

Balance 30% payment would be made against 'Final Acceptance Certificate' of goods to be issued by the consignees subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise.

B) Payment for Imported Goods:

Payment for foreign currency portion shall be made in the currency as specified in the contract in the following manner:

a) On Shipment:

Seventy (70) % of the CIP destination price (CIP price less Indian Agency commission) of the goods shipped shall be paid through irrevocable, non-transferable Letter of Credit (LC) opened in favour of the supplier in a bank in his country in case of Foreign Tenderer and upon submission of documents specified here under:

- i. Four copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount;
- ii. Original and four copies of the negotiable clean, on-board Bill of Lading/Airway bill, marked freight pre-paid and four copies of non-negotiable Bill of Lading/Airway bill;
- iii. Four Copies of packing list identifying contents of each package;

- iv. Insurance Certificate and documents also to be submitted for payment of LC confirming that dispatch documents has already been sent to all concerned as per the contract within 24hours;
- v. Manufacturer's/Supplier's warranty certificate;
- vi. Inspection certificate issued by the nominated inspection agency, if applicable as per contract;
- vii. Manufacturer's own factory inspection report and
- viii. Certificate of origin by the chamber of commerce of the concerned country;
- ix. Certificate of origin

b) On Acceptance:

Balance payment of 30% of net CIP price of goods would be made against 'Final Acceptance Certificate' to be issued by the consignees through irrevocable, non-transferable Letter of Credit (LC) opened in favour of the Foreign Principal in a bank in his country, subject to recoveries, if any.

c) Payment of Incidental Costs & Incidental Services until consignee site (including Installation & Commissioning, Supervision, Demonstration and Training) will be paid in Indian Rupees to the Indian Agent on proof of 100% payment to the Foreign Principal.

d) Payment of Indian Agency Commission:

Indian Agency commission will be paid to the manufacturer's agent in the local currency for an amount in Indian rupees indicated in the relevant Price Schedule (as per prevailing rate of exchange ruling on the date of Contract) and shall not be subject to further escalation/exchange variation. Payment shall be paid in Indian Rupees to the Indian Agent on proof of 100% payment to the Foreign Principal.

C) Payment of Turnkey, if any:

Turnkey payment will be made to the bidder/manufacturer's agent in Indian rupees indicated in the relevant Price Schedule (as per prevailing rate of exchange ruling on the date of Contract) and shall not be subject to further escalation/exchange variation. Payment shall be made in Indian Rupees to the Indian Agent on proof of 100% payment to the Foreign Principal.

D) Payment for Annual Comprehensive Maintenance Contract Charges:

The consignee will enter into CMC with the supplier at the rates as stipulated in the contract. The payment of CMC will be made on six monthly basis after satisfactory completion of said period duly certified by the consignee on receipt of bank guarantee.

15.2 The supplier shall not claim any interest on payments under the contract.

15.3 Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other tax as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.

15.4 Irrevocable & non-transferable LC shall be opened by the consignees. If LC is required to be extended and/or amended for reasons not attributable to the purchaser/consignee, the charges there of shall be borne by the supplier.

15.5 The payment shall be made in the currency/ currencies authorized in the contract.

15.6 The supplier shall send its claim for payment in writing, when contractually due, along with relevant documents etc., duly signed with date, to the consignee.

15.7 While claiming payment, the supplier is also to certify in the bill that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.

15.8 While claiming reimbursement of duties, taxes etc. (like sales tax, excise duty, custom duty) from the Purchaser/Consignee, as and if permitted under the contract, the supplier shall also certify that, in case it gets any refund out of such taxes and duties from the concerned authorities at a later date, it (the supplier) shall refund to the Purchaser/Consignee forthwith.

15.9 In case the supplier is not in a position to submit bill for the balance payment for want of receipted copies of Inspection Note from the consignee and the consignee has not complained about the non-receipt, shortage, or defects in the supplies made, balance amount will be paid by the paying authority without consignee's receipt certificate after three months from the date of the preceding part payment for the goods in question subject to the following conditions:

- a. The supplier will make good any defect or deficiency that the consignee(s) may report within six months from the date of dispatch of goods;
- b. Delay in supplies, if any, has been regularized;
- c. The contract price where it is subject to variation has been finalized;
- d. The supplier furnishes the following undertakings:

17. For Payment following documents to be submitted:

- a) Two copies of Invoice
- b) Packing list / Delivery Challan
- c) Any other documents, if applicable.

18. "I/We certify that I/We have not received back the Inspection Note duly receipted by the consignee or any communication from the purchaser or the consignee about non-receipt, shortage or defects in the goods supplied. I/We agree to make good any defect or deficiency that the consignee may report within three months from the date of receipt of this balance payment."

19. 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.

20. **Excise Duty:**

If any change in excise duty upward/downward because of any statutory variation in excise duty takes place within contract period (delivery period) shall be allowed to the extent of actual quantum of excise duty paid by the supplier, if firm has mentioned the statutory variation clause will be applicable in bid document. In case of downward revision in excise duty, the actual quantum of reduction of excise duty shall be reimbursed to the purchaser by the supplier. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the supplier.

21. **Octroi Duty and Local Duties & Taxes:**

Normally, goods to be supplied to government departments against government contracts are exempted from levy of town duty, Octroi duty, terminal tax and other levies of local bodies; however, on some occasions, the local bodies (like town body, municipal body etc.) as per their regulations allow such exemptions only on production of certificate to this effect from the concerned government department. Keeping this in view, the supplier shall ensure that the stores to be supplied by the supplier against the contract placed by the purchaser are exempted from levy of any such duty or tax and, wherever necessary, shall obtain the exemption certificate from the purchaser. However, if a local body still insists upon payment of such local duties and taxes, the same should be paid by the supplier to the local body to avoid delay in supplies and possible demurrage charges and obtain a receipt for the same. The supplier should forward the receipt obtained for such payment to the purchaser to enable the purchaser reimburse the supplier and take other necessary action in the matter.

22. **Customs Duty:**

The supplier will pay the Customs duty wherever applicable, which will be reimbursed by purchaser as per documentary evidence. The Customs duty exemption certificate will be provided to the supplier as and when required.

23. Full description & specifications, make/brand and name of the manufacturing firm, and country of origin must be clearly mentioned in the tender, failing which the tender will not be considered. The tenderer must also mention whether the goods are imported / indigenous. Descriptive literature / catalogues must be attached with the tender in original failing which tender may be ignored.
24. Bids submitted with any ambiguity or discrepancy in format, financial bid or technical bid shall be liable to be rejected.
25. Un price bid having complete information about the quoted items, currency and financial bid format same as original financial bid should be submitted with technical documents without mentioning the prices, it should also indicate clearly if NA or inclusive words are used in any column of financial bid. Prices or amount mentioned in financial bid has to be replaced with * in the un-price bid.
26. If any discrepancy or ambiguity is found between financial bid or Un- price bid, the bid shall be liable for rejection.
27. Financial bid and Un-Price bid should have complete information about bifurcation of quoted prices except for any field which is not applied.
28. Bids quoted under the category goods located within India or Indian Origin has to be quoted in INR. In case, the rates are quoted in foreign currency it should be inclusive of all taxes, including custom duty etc. and payment will be made in INR on the basis of exchange rates prevailing on the day of opening of bid.
29. The supplier should mention the compliance to the specification in the technical bid of the tender document failing this, the bid document will be disqualified.
30. The technical bid should be an exact replica of the financial bid including currency except actual prices that should be mentioned in the financial bid alone.
31. **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 of State government, the supplier shall be bound to inform Purchasing Authority immediately about such reduction in the contracted prices, in case the supplier fails to notify or fails to agree for such reduction of rates, the Purchasing authority will revise the rates on lower side. If there is a price increase for any product after quoting the rates, the bidder will have to

supply the item as per quoted rates. This office will not accept any higher rates after wards.

3. If at any time during the period of contract, the supplier quotes the sale price of such goods to any other State Govt./DGS&D and 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 \surd]
4. Cost of the Tender enclosed: Yes/No [Please \surd] If yes,
 - a.) Name of the Bank : _____
 - b.) Amount in (₹) : _____
 - c.) Demand Draft No. : _____
5. Earnest Money Deposit enclosed: Yes / No [Please \surd] 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	
	j) Type of Account	
k) Account No.		
4	Email id of the Bidder	

Form-C**CHECKLISTS**

Checklist - Tender Fee & EMD			
Sr. No.	Particulars	Documents to be attached wherever applicable	
		Yes	No
1.	Demand Draft for ₹1,140/- (Including VAT) 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 for ₹21,000/- (Rupees Twenty One Thousand Five Hundred Only) 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.	If yes give page 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 7.		
	h) Annual Turnover & balance sheet of last three years duly certified by C.A. as per the clause 8.		
	i) Certificate of European CE and USFDA from the Manufacturer Company.		
	j) Tender document duly seal and sign by the tenderer.		
	k) Tenderer must provide a certificate on letter head that proprietor/firm has never been black listed by any organization.		
	l) Certificate of proof of manufacturing submitted by the tenderer.		
	m) Have you previously supplied these items to any government/ reputed private organization? If yes, attach the relevant proof. Please provide a certificate on letter head that you have not quoted the price higher than previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in recent past. If you don't fulfil this criteria, your tender will be out rightly rejected.		
	n) Copy of Service Tax Registration.		

	o) Relevant brochure/catalogue pertaining to the items quoted with full specifications etc.		
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 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	
		Yes	No
1.	Master envelope containing Envelopes of “Technical Offer”, “Financial Offer” and “Tender Fee and EMD” are superscribed with Tender Number, Name of item/equipment and Tender Due Date		

Note: -

- Bidders/Vendors which do not fulfil any or all of the above conditions or provide incomplete information in any respect are liable to be rejected.

(D) Consignee Receipt Certificate

(To be given by consignee's authorized representative)

The following store(s) has/have been received in good condition:

- 1) Contract No. & date : _____
- 2) Supplier's Name : _____
- 3) Consignee's Name & Address with telephone No.& Fax No.
- 4) Name of the item supplied : _____
- 5) Quantity Supplied : _____
- 6) Date of Receipt by the Consignee : _____
- 7) Name and designation of Authorized Representative of Consignee
- 8) Signature of Authorized Representative of Consignee with date
- 9) Seal of the Consignee :

(E) Proforma of Final Acceptance Certificate by the Consignee

No _____

Date _____

To

M/s _____

Subject: Certificate of commissioning of equipment/plant

This is to certify that the equipment(s)/plant(s) as detailed below has/have been received in good conditions along with all the standard and special accessories and asset of spares in accordance with the contract/technical specifications. The same has been installed and commissioned.

(a) Contract No dated _____

(b) Description of the equipment(s)/plants: _____

(c) Equipment(s)/plant(s)nos.: _____

(d) Quantity: _____

(e) Bill of Loading/Air Way Bill/Railway Receipt/ Goods

Consignment Note no _____ dated _____

(f) Name of the vessel/Transporters:

(g) Name of the Consignee:

(h) Date of commissioning and proving test:

Details of accessories/spares not yet supplied and recoveries to be made on that account.

Sl. No

Description of Item

Quantity

No.

Amount to be recovered

No.

The proving test has been done to our entire satisfaction and operators have been trained to operate the equipment(s)/plant(s).

The supplier has fulfilled its contractual obligations satisfactorily

or The supplier has failed to fulfil its contractual obligations with regard to the following:

He has not adhered to the time schedule specified in the contract in dispatching the documents/drawings pursuant to 'Technical Specifications'.

He has not supervised the commissioning of the equipment(s)/plant(s) in time, i.e. within the period specified in the contract from date of intimation by the Purchaser/Consignee in respect of the installation of the equipment(s)/plant(s).

The supplier as specified in the contract has not done training of personnel.

The extent of delay for each of the activities to be performed by the supplier in terms of the contract is

The amount of recovery on account of non-supply of accessories and spares is given under Para no.02.

The amount of recovery on account of failure of the supplier to meet his contractual obligations is _____ (here indicate the amount).

Signature

Name

Designation with stamp

Explanatory notes for filling up the certificate:

He has adhered to the time schedule specified in the contract in dispatching the documents/drawings pursuant to 'Technical Specification'.

He has supervised the commissioning of the equipment(s)/plant(s) in time, i.e. within the time specified in the contract from date of intimation by the Purchaser/Consignee in respect of the installation of the equipment(s)/plant(s).

Training of personnel has been done by the supplier as specified in the contract

In the event of documents/drawings having not been supplied or installation and commissioning of the equipment(s)/plant(s) having been delayed on account of the supplier, the extent of delay should always be mentioned in clear terms

(F) MANUFACTURER's / PRINCIPAL's AUTHORIZATION FORM

(Chapter-III (Form C) Technical Offer 1(5) of the tender)

To
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.

(G)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
TECHNICAL SPECIFICATION

A: SURGICAL LOUPES: HIGH END WITH ILLUMINATION ACCESSORIES

The Surgical System should mainly consist of the optical system, adjustable frame and standard accessories

OPTICAL SYSTEM:

1. Galilean optical system featuring compact design, delivering precise image with good colour fidelity extending to the peripheral zones, excellent depth of field of view ensuring clear visualization of anatomical structures.
2. Magnification: 4.5 X
3. Working Distance (Eye to operating area) of 350 mm or more
4. Field of view diameter at working distance of 350 mm: 55mm or more
5. Quick adjustment of interpupillary distance from 55mm to 80 mm by means of left and right coaxial knobs to suit individual surgeons.
6. High Quality scratch free lens protection device with anti-reflection coating shielding the objective lens against tissue debris for increased protection
7. High quality surface of the optical system resistant to standard disinfectants
8. Telescopic rail enabling quick positioning of the eye piece with a single adjustment.
9. Quick adjustment of eyepiece tilt to desired viewing angles even in extreme treatment options
10. Flip up function for unobstructed vision and eye contact with patients with single adjustment
11. Mount for easy attachment and removal of the optical system
12. Serializable contact guard for reliable swinging of the optical system up and down.

LED LIGHT ILLUMINATION

1. Should include illumination system attached to the loupes
2. Powerful LED light source with integrated temperature control
3. Should be able to attach easily to the optical system
4. Light intensity up to 50000 Lux
5. Shock proof protection for the light and accessories
6. Light should be resembling day light and should illuminate the whole field with even illumination.
7. Low weight
8. Should include 2 Medical grade Lithium ion rechargeable battery with charging device
9. Should have a run time of above 3 - 4 hrs. at 100 % intensity.
10. Belt clip for the freedom of movement.

11. All the necessary accessories for the proper functioning of the unit and suitable high quality soft case for storage.

Head Band

1. Sturdy head band with washable textile pads for wearing comfort and easy cleaning.
2. Should be able to adjust to the shape of the operator's head.
3. Should provide even weight distribution on operator's head.
4. Should be able to lock the loupe in the desired viewing angle.

STANDARD ACCESSORIES:

Objective lens protective device (2), Contact Guard (2), cleaning cloth for optical components, Allen Key, accessories for the LED light illumination, High quality soft case for protection of the surgical loupe and accessories.

MANUFACTURER AND COMPLIANCE

1. The Loupe should be manufactured by a well-known international manufacturer/company
2. Should be European CE or US FDA approved
3. Should carry at least 2 years of warranty

B: SURGICAL LOUPES: WITHOUT ILLUMINATION ACCESSORIES

The Surgical System should mainly consist of the optical system, adjustable frame and standard accessories

OPTICAL SYSTEM:

1. Galilean optical system featuring compact design, delivering precise image with good color fidelity extending to the peripheral zones, excellent depth of field of view ensuring clear visualization of anatomical structures.
2. Magnification: 4 X
3. Working Distance (Eye to operating area) of 350 mm or more
4. Field of view diameter at working distance of 350 mm: 55mm or more
5. Quick adjustment of interpupillary distance from 55mm to 80 mm by means of left and right coaxial knobs to suit individual surgeons.
6. High Quality scratch free lens protection device with anti-reflection coating shielding the objective lens against tissue debris for increased protection
7. High quality surface of the optical system resistant to standard disinfectants
8. Telescopic rail enabling quick positioning of the eye piece with a single adjustment.
9. Quick adjustment of eyepiece tilt to desired viewing angles even in extreme treatment options
10. Flip up function for unobstructed vision and eye contact with patients with single adjustment
11. Mount for easy attachment and removal of the optical system

12. Serializable contact guard for reliable swinging of the optical system up and down.
13. Should have compatibility with LED Light source

Head Band

1. Sturdy head band with washable textile pads for wearing comfort and easy cleaning.
2. Should be able to adjust to the shape of the operator's head.
3. Should provide even weight distribution on operator's head.
4. Should be able to lock the loupe in the desired viewing angle.

STANDARD ACCESSORIES:

Objective lens protective device (2), Contact Guard (2), cleaning cloth for optical components, Allen Key, High quality soft case for protection of the surgical loupe and accessories.

MANUFACTURER AND COMPLIANCE

1. The Loupe should be manufactured by a well-known international manufacturer/company
2. Should be European CE or US FDA approved
3. Should carry at least 2 years of warranty

(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**

1	2	3	4	5							6
				Price per unit (₹.)							
S.No.	Brief Description of Goods	Country of Origin	Quantity (Nos.)	Ex - factory / Ex-warehouse / Ex-showroom / Off - the shelf (a)	Excise Duty (if any) [%age & value] (b)	Sales Tax/ VAT (if any) [%age & value] (c)	Packing and Forwarding charges (d)	Inland Transportation, Insurance for a period including 3 months beyond date of delivery, loading/ unloading and Incidental costs till consignee's site (e)	Incidental Services (including Installation & Commissioning, Supervision, Demonstration and Training) at the Consignee's site (f)	Unit Price (at Consignee Site) basis (g) = a + b + c + d + e + f	Total Price (at Consignee Site) basis (₹.) 4 x 5 (g)
1	Surgical Loupe High end with illumination accessories (as per specification)		02								
2	Surgical Loupe without illumination accessories (as per specification)		01								
Warranty for 2 years											
AMC for 5 years after warranty											
CMC for 5 years after warranty											
Grand Total											

Total Tender price in Rupees:..... **In words****Note: -**

1. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.
3. Grand Total will be decided L1.
4. Note: 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					
S.No	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
1.	Surgical Loupe High end with illumination		02						
2	Surgical Loupe without illumination accessories		01						

** To be paid in Indian Currency (₹)

Total Tender price in foreign currency: _____

In words: _____

Note: -1. 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

4. Grand Total will be decided L1.

5. Note: Price Bid should be submitted in given format only. For additional information/extra items above format may be typed and used.

Indian Agent:

Indian Agency Commission - _____ % of FOB

Signature of Tenderer _____

Place: _____

Date: _____

Name _____

Business Address _____

Signature of Tenderer _____

Seal of the Tenderer _____

**ANNEXURE-II (C)
COMPREHENSIVE FINANCIAL BID**

S.No.	Item Description	Qty	Unit Price in INR	Custom duty in INR (if applicable)	Taxes (if applicable) VAT / Sales Tax/etc in INR	Service Tax (if applicable) in INR	Any Other Charges in INR if applicable (Specify)	Total in INR (Unit price x Quantity + Other Charges)
1.	Surgical Loupe High end with illumination accessories	As per Annexure-I						
2	Surgical Loupe without illumination accessories	As per Annexure-I						
	Grand Total*							

Note: Price Bid should be submitted in given format only. For additional information/extra items above format may be typed and used.

DATE :

SIGNATURE :

NAME :

SEAL :

Note: Price Bid should be submitted in given format only. For additional information/extra items above format may be typed and used.

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

(RATES SHOULD BE QUOTED IN INDIAN RUPEES ONLY)

Sr No	SME Code No.	Name of the Equipment	For Three year with spare parts & labour	For Four year with spare parts & labour	For Five year with spare parts & labour	For Six year with spare parts & labour	For Seven year with spare parts & labour
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Place:

Date:

Signature
Name in Capital Letters
Designation

**PRICE SCHEDULE FOR
ANNUAL MAINTENANCE CONTRACT (A.M.C) AFTER EXPIRY OF
WARRANTY**

(RATES SHOULD BE QUOTED IN INDIAN RUPEES ONLY)

Sr No	SME Code No.	Name of the Equipment	For Three year with spare parts & labour	For Four year with spare parts & labour	For Five year with spare parts & labour	For Six year with spare parts & labour	For Seven year with spare parts & labour
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Place:

Date:

Signature
Name in Capital Letters
Designation

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 High Frequency Ventilator & Oscillator. 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 :