

Tender For
“Human Skeleton”

At

All India Institute of Medical Sciences, Raipur

NIT No. : ADMIN/Tender/Human Skeleton/1/2013

NIT Issue Date : November 13, 2013

Last Date of Submission : November 29, 2013 at 3:00 PM



आरोग्यम् सुखं सम्पदा

All India Institute of Medical Sciences, Raipur
G.E. Road, Tatibandh, Raipur – 492099, Chhattisgarh
Tele: 0771- 2573222, email: dda@aiimsraipur.edu.in
www.aiimsraipur.edu.in

All India Institute of Medical Sciences (AIIMS), Raipur, Chhattisgarh, an apex healthcare institute established by Parliament of India under aegis of Ministry of Health & Family Welfare, Government of India, invites sealed tenders for supply of the following items at the institute. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

| S.No. | Item Description |
|-------|-------------------------------|
| 1. | Human Skeleton, AIIMS Raipur. |

(Refer Details as per Annexure-'II')

Quotation should be sealed and super-scribed with tender number and address to:

“Administrative Officer
All India Institute of Medical Sciences, Raipur
Tatibandh Raipur- 492099, Chhattisgarh”.

The sealed quotations should reach the Institute, latest by 29-11-2013 at 03:00 PM and it will be opened on same day at 03:30 PM in the 1st Floor, Community Hall, Medical College Building, AIIMS, Raipur in the presence of the bidder(s) or their authorized representative(s), who will be present at the scheduled date and time.

Terms & Conditions:

1. Preparation and Submission of Tender :

The tender should be submitted in two parts i.e. **Technical Bid and Financial Bid**. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers "**Technical Bid for Supply of HUMAN SKELETON**" and "**Financial Bid for Supply of HUMAN SKELETON**". Both Sealed Envelopes should be kept in a main/ bigger envelope super-scribed as "**Tender for Supply of HUMAN SKELETON**".

2. Earnest Money Deposit:

The bidder shall be required to submit refundable amount of ₹ 30,000/- (Rupees Thirty Thousand only) as Earnest Money Deposit (EMD) and a non-refundable tender fee for an amount of 1,000/- (Rupees One Thousand only) by way of demand drafts only. The demand drafts shall be drawn in favour of "**All India Institute of Medical Sciences, Raipur**" payable at Raipur. The demand drafts for earnest money deposit must be enclosed in the envelope containing the technical bid.

The EMD of the successful bidder shall be returned after the successful completion of contract / order and for unsuccessful bidder(s) it would be returned after award of the contract. Bid(s) received without demand draft of

EMD / Tender Fees will be rejected.

The firms who are registered with National Small Industries Corporation (NSIC) are exempted to submit the EMD (copy of registration must be provided along with the bid)

3. Rate: Rate should be quoted in Indian Rupees (INR) on **DOOR Delivery Basis** at AIIMS, Raipur, Chhattisgarh, Inclusive of all the Charges, with break-ups as:

- Basic Cost.
- VAT /CST as applicable.
- Total Cost (F.O.R at AIIMS Raipur).

4. Validity: The quoted rates must be valid for a period for 120 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

5. Delivery & Installation: All the goods ordered shall be delivered within 2 weeks from the date of issuing purchase order. All the aspects of safe delivery and commissioning shall be the exclusive responsibility of the supplier.

If the supplier fails to deliver and commissioning of the goods on or before the stipulated date, then a penalty at the rate of 2% per week of the total order value shall be levied subject to maximum of 10% of the total order value.

6. Payment Term: 90% payment of the total order value shall be released after the successful supply of the ordered goods. 10% payment will be released after certificate of satisfactory installation is received from the Head of Department.

7. Bidder shall submit a copy of the tender document and addenda thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.

8. Signed & stamped compliance sheet of the technical specification of the

goods with technical printed literature must be enclosed with the bid.

9. After due evaluation of the bid(s) Institute will award the contract to the lowest evaluated responsive tenderer.
10. Conditional bid will be treated as unresponsive and it may be rejected.
11. The Institute reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process or and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).
12. Contract may terminate at any time without any prior notice if service of tenderer is found to be unsatisfactory.

13. Applicable Law:

- The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings / processing.
- Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Raipur, Chhattisgarh, India only.
- The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Raipur. The decision of the Arbitrator shall be final and binding on both the parties.
- Force Majeure: Any delay due to Force Majeure will not be attributable to the supplier.

Annexure-I

**Inviting of sealed quotations for Supply Human Skeleton at
Residential Complex,
AIIMS, Raipur**

TECHNICAL BID

| | | |
|-----|--|--|
| 1. | Name & Address of the manufacture and their authorised dealers/ distributors/Agency with phone number, email, name and telephone/mobile | |
| 2. | Specify your firm/company is a manufactures/ authorised dealer/distributor/ Agency | |
| 3. | Name, Address & designation of the authorized person (Sole proprietor/partner /Director) | |
| 4. | Have you previously supplied these items to any government/ reputed private organization? If yes, attach the relevant poof. Please provide a notarised affidavit on Indian Non Judicial stamp paper of ₹ 10/- 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. Should have experience of supplying HUMAN SKELETON (mentioned above) to any government Institute/Organisation/reputed Private Organisation of ₹ 10 lakhs minimum. | |
| 5. | Detailed & exact specification of the product available with the vendor should be mentioned in the technical bid in Annexure-I only. Mentioning 'Yes' or 'No' is not sufficient. Original product brochure with details of the product quoted should be attached along with. | |
| 6. | Please attach copy of last 3 years' Income Tax Return | |
| 7. | Please attach balance sheet (<i>duly certified by Chartered Accountant</i>) for last three (3) years (Annual minimum turnover should not be less than 10 lakhs) | |
| 8. | PAN No. (Please attach copy) | |
| 9. | VAT/Service Tax Registration Number. (Please attach copy) | |
| 10. | Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender document with technical bid. Otherwise your tender will be rejected. | |

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| | | |
|-----|--|--|
| 11. | Power of Attorney/authorization for signing the bid documents | |
| 12. | Please submit a notarised affidavit on Indian Non judicial stamp paper of ₹ 10/- that no case is pending with the police against the Proprietor/firm/partner or the Company (Agency). Indicate any convictions in the past against the Company/firm/partner. Please also declare that proprietor/firm has never been black listed by any organization. | |
| 13. | Details of the FDR/DD of bid security (EMD) FDR/DD No: Date: Payable at | Detail of cost of Tender for ₹ 1000/- (if downloaded from website) DD No. Date: Payable at- |

Authorized signatory of the bidder
with seal.

Declaration by the Tenderer:

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Encls:

1. DD/Pay Order (if tender form is downloaded from the website of this Institute)
2. FDR/DD/BG
3. Terms & Conditions (each page must be signed and sealed)
4. Financial Bid

Place:.....

Date:.....

(Signature of Tenderer with seal)

Name:

Address :

Annexure-II**Technical Specifications for Human Skeleton**

| <u>S/N</u> | <u>Name of items</u> | <u>Quantity</u> | <u>Technical Specifications</u> |
|-------------------|--|---|--|
| <u>01</u> | <u>Articulated Human skeleton ideal for teaching the basic of human anatomy</u> | 1- Adult male and female - 4 set each (total 8) 2- Child Male – 1 & Female – 1 : (total 2) | 1. It should be real life size Human skeleton and should show all part in high details 2. All of the joints sutures, fissure, foramina and processes should be portrayed with utmost accuracy/must be intact. 3. Should be supplied with castor roller stand for each Human skeleton. 4. Bones should be neat and clean. 5. Should submit license for sale of human bones. |
| <u>02</u> | <u>Disarticulated Human skeleton</u> | 1. Adult male – 6 sets 2. Adult female – 6 sets | 1. Real life size Human skeleton and should show all Human skeleton part in high details. 2. All of the joints sutures, fissure, foramina and processes should be portrayed with utmost accuracy/must be intact. 3. The disarticulated adult bone set should be ideal for teaching the basics of human anatomy. 4. It should be neat and clean glazed. 5. Should submit license for sale of human bones |

Authorized signatory of the bidder with seal.

“Human skeleton”

AIIMS, Raipur

FINANCIAL BID

(In sealed Cover-II super scribed “Financial Bid”)

To,
The Administrative Officer
AIIMS, Raipur. (CGF)

Dear Sir,

Our Quoted rate for supplying the “Human skeleton” for AIIMS, Raipur will be as follows:-

| <u>S.N.</u> | <u>Name of items</u> | <u>Quantity</u> | <u>Per unit cost</u> | <u>Total Cost</u> |
|------------------|---|---|----------------------|-------------------|
| <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> |
| <u>01</u> | <u>Articulated Human skeleton ideal for teaching the basic of human anatomy</u> | 1. Adult male and female - 4 set each (total 8) 2. Child Male – 1 & Female – 1 : (total 2) | | |
| <u>02</u> | <u>Disarticulated Human skeleton</u> | 1. Adult male – 6 sets 2. Adult female – 6 sets | | |

SPECIAL CONDITIONS

1. The cost shows in column ‘D’ should be inclusive of supply & installation.
2. 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.
3. The bidders should also submit a certificate from the relevant authority as to the quality of the equipment.
4. The bidder should not have been blacklisted before.

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5. The bidders shall also arrange for the demonstration of their equipment to the concerned committee regarding the quality aspect.

The above quote should include all applicable taxes. If the rates of various items are L1 for different Tenderer, the 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. In this context, final decision of the committee will be binding to all and no claim in the 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 & condition of the contract, rules regarding purchase of "Human skeleton". 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:

DISTRIBUTOR's / SUPPLIER's AUTHORIZATION FORM

(Clause 13 (c) of the tender)

To

The Administrative Officer,

All India Institute of Medical Sciences Raipur

Dear Sir,

TENDER: _____.

we, _____ who are established and
reputable distributor 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 distributor 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 Distributor/Supplier)