



ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL

Saket Nagar, Bhopal-462020 (India)

Website : www.aiimsbhopal.edu.in Email : sps@aiimsbhopal.edu.in

E-tendering Portal: <https://www.tenderwizard.com/AIIMSBHOPAL>

Rate Contact for Supply of Animal Feed and other consumable items required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

Notice Inviting for E – Tender

The Director, AIIMS Bhopal invites E- Tender in Two Bid System (i.e. Technical and Financial Bid) from reputed, experienced and financially sound Proprietor / Supplier / Manufacturer for Supply of Animal Feed and other consumable items required for Animal House Facility, AIIMS Bhopal though on line e-procurement portal i.e. <https://www.tenderwizard.com/AIIMSBHOPAL>

TABLE-1

Group A:- ANIMAL FEED

Item No.	e-Tender No.	Item Description	Approx. yearly requirement (kgs)	EMD (INR)
A.				
1	AIIMS/Bhopal/Animal House/ ET.....	Rodent Pellet Diet (Non-irradiated, Maintenance Diet)	2500	11900/-
2		Rodent Breeder Diet (Non-irradiated)	1000	
3		Rodent Diet, Sterile	500	
4		Rabbit Diet	500	

Group B :- OTHER CONSUMABLES ITEMS

Item No.	Name of the Item	Pack Size	Tentative Annual Requirement	EMD (INR)
5	Mouse Ear Punch (2/pk)	2 pcs/pack	2	7000/-
6	Ear Tags	300/pack	10	
7	Ear Tag Applicator	1pc/pack	2	
8	Animal Feeding Needle (Rabbit) 10 G, length 6", Dia 6.0 mm	6pc/pack	1	
9	Animal Feeding Needle (Rabbit) 14 G, length 3", Dia 3.0 mm	6pc/pack	1	
10	Polycarbonate Cages for Rats Approx. Size: 420 x 280 x 160 mm	Each	100	
11	Polycarbonate Cages for Mice Approx. Size: 290 x 220 x 140 mm	Each	100	
12	Water bottles with nozzle (PP with Sipper tube type nozzle)-250 ml	Each	100	
13	Water bottles with nozzle (PP with Sipper tube type nozzle)-150 ml	Each	100	
14	Water bottles with nozzle (PP with Sipper tube type nozzle)-550 ml	Each	20	
15	Plastic Card Holder	Each	400	

Bidders can download complete set of bidding document from e-procurement platform <https://www.tenderwizard.com/AIIMSBHOPAL>

The e-tender notice and Tender documents is also available in our website: www.aiimsbhopal.edu.in Bidders have to submit the bids online by uploading all the required documents through <https://www.tenderwizard.com/AIIMSBHOPAL>

Bid Submission End date : 27.12.2018

Bid Opening date : Will inform at Tender wizard

Bids for this tender will be accepted through online only. Manual bids will not be accepted under any circumstances.

The Director, Bhopal reserves the right to accept or reject any quotation in full or part thereof without assigning any reason.

Sd/
For & on behalf of AIIMS Bhopal



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Manual bids will not be accepted under any circumstances.

Rate Contract for Supply of Animal Feed and other consumable items, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

1.	Technical Document to be uploaded on line (Technical Bid)	As per Annexure I, Chapter 1 (Page-No 5-8)	
2.	General Terms and Conditions	As per Annexure II Chapter 2 (Page-no 9 - 12)	
3.	Schedule of requirement/Technical Specification Technical Bid	As per Annexure III Chapter 3 (Page-no 13 - 16)	
4.	Under Taking of Terms and Conditions	As per Annexure IV Chapter 4 (Page-no 17 - 18)	
5.	Under Taking of Criminal Liability	As per Annexure V Chapter 5 (Page-no 19-19)	
6.	Checklist of Technical Bid	As per Annexure VI Chapter 6 (Page-no 20- 21)	
7.	Financial Bid	As per Annexure VII Chapter 7 (Page-no 22- 23)	
8.	Financial Bid Check List	As per Annexure VIII (Page-no 24-24)	
9.	Terms and Condition for Supply Orders	As per Annexure IX (Page-no 25-25)	
10.	Manufacturer Authorization Form	As per Annexure X (Page-no 26-26)	
11.	EMD/ Bank Guarantee Format	As per Annexure XI (Page-no 27-27)	
12.	Performance Security Bank Guarantee Format	As per Annexure XII (Page-no 28 - 28)	
13.	Rate Contract Agreement Format	As per Annexure XIII (Page-no 29-32)	
14.	PFMS Format	As per Annexure XIV (Page-no 33-33)	
15.	EMD	<p>Bidders shall submit group wise EMD for a sum of amount as indicated in Table -1 against each group either by DD Or bank guarantee drawn in favour of Director AIIMS Bhopal, payable at Bhopal only.</p> <p>The Original DD/BG EMD should reach AIIMS Bhopal within the bid submission date and time for the tender. Bids received without EMD will be rejected.</p>	
16.	Critical Dates	Date (DD/MM/YYYY)	Time (Hrs. Mins)
	Tender Publishing date	5.12.2018	11.00
	Document download start date	6.12.2018	11.00
	Document download end date	27.12.2018	17.00
	Pre-Bid Meeting	17.12.2018	15.00
	Seek Clarification end date	18.12.2018	17.00
	Bid Submission start date	6.12.2018	11.00
	Bid Submission end date	27.12.2018	17.00
	Bid opening date	Will inform at Tender wizard	15.00

Exemption: Firms registered with NSIC (for sales & Service of Similar Items) are

exempted from submission of EMD (subject to the financial limits indicated in the NSIC certificate). Govt. of India/State Government departments/Undertakings are also exempted from EMD. However, the respective firm / departments have to submit the relevant certificate (NSIC etc.) and financial limit to avail this exemption.

Clarification of bidding documents.

A prospective bidder requiring any clarification of the bidding documents shall contact the purchaser in writing at the purchaser's e-mail address i.e. sps@aiimshhopal.edu.in. The purchaser will respond in writing (e-mail) to any request for clarification, provided that such request is received not later than ten (10) days prior to the deadline for submission of bids.

Amendments in Bidding Documents

At any time till **7 (seven) days** before the deadline for submission of bids, the AIIMS, Bhopal may, for any reason, whether at own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding document through amendment. All amendments will be uploaded on the website regularly. AIIMS Bhopal, shall not be responsible to notify the amendments to individual bidders. All amendments by the AIIMS, till 7 (seven) days before the deadline for submission of bids, shall be binding on the participatory bidders For any query related with this E-tender should be mailed to **<https://www.tenderwizard.com/AIIMSBHOPAL> For E - tendering Querries contact Representative of ITI Limited (Bhopal). Email : twhelpdesk674@gmail.com , Mob: 09981783170, 9039006656 . AIIMS Bhopal Email: sps@aiimshhopal.edu.in , 0755 - 2672318**

E-TENDERING INSTRUCTIONS TO BIDDERS

The bidders are required to submit soft copies of their bids electronically on the [tenderwizard.com/AIIMSBHOPAL](https://www.tenderwizard.com/AIIMSBHOPAL) Portal, using valid Digital Signature Certificates. The Instruction given below are meant to assist the bidders in registering on the [tenderwizard.com/AIIMSBHOPAL](https://www.tenderwizard.com/AIIMSBHOPAL) Portal, prepare their bids in accordance with the requirements and submitting their bids online on the [tenderwizard.com/AIIMSBHOPAL](https://www.tenderwizard.com/AIIMSBHOPAL) Portal.

More Information useful for submitting online bids on the [tenderwizard.com/AIIMSBHOPAL](https://www.tenderwizard.com/AIIMSBHOPAL) Portal may be obtained at: www.tenderwizard.com/AIIMSBHOPAL

Chapter 1
Technical Documents to be uploaded On line (Technical Bid)

Instructions:**1. Tender Bidding Methodology:** Two Stage Online Bidding**2. Broad outline of activities from prospective Bidders:**

1. Procure a Class III Digital Signature Certificate (DSC)
2. Register on the e-Procurement portal
www.tenderwizard.com/AIIMSBHOPAL
3. Create Users on the above portal
4. View Notice Inviting Tender (NIT) on the above portal
5. Download Official Copy of Tender Documents from the above portal
6. Seek Clarification to Tender Documents on the above portal. View response to queries of bidders, posted as addendum, by AIIMS, BHOPAL
7. Bid-Submission on the above portal.
8. Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Technical Part
9. Post-TOE Clarification on the above portal (Optional) – Respond to AIIMS BHOPAL's Post-TOE queries.
10. Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Financial Part (Only for Technical Responsive Bidders)

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the above portal.

3. Digital Certificates:

For integrity of data and authenticity / non-repudiation of electronic records, and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC), of Class III, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

4. Registration :

To use the Electronic Tender portal www.tenderwizard.com/AIIMSBHOPAL, vendors need to register on the portal. Registration of each organization is to be done by one of its senior persons vis-à-vis Authorized Signatory who will be the main person coordinating for the e-tendering activities. In the above portal terminology, this person will be referred to as the Super User (SU) of that organization. For further details, please visit the website/portal, and follow further instructions as given on the site. Pay Annual Registration Fee as applicable.

Note: After successful submission of Registration details and Annual Registration Fee, please contact to the Helpdesk of the portal to get your registration accepted/activated.

5. The Bidder must ensure that after following above, the status of bid submission must become – “Submitted”.
6. Please take due care while scanning the documents so that the size of documents to be uploaded remains minimum. If required, documents may be scanned at lower resolutions say at 150 dpi. However it shall be sole responsibility of bidder that the uploaded documents remain legible.
7. It is advised that all the documents to be submitted are kept scanned or converted to PDF format in a separate folder on your computer before starting online submission.
8. The Financial part may be downloaded and rates may be filled appropriately. This file may also be saved in a folder on your computer. Please don't change the file names & total size of documents (Preferably below 5 MB per document) may be checked.
9. **Bid submission**
The bid shall be submitted online only at Central Public Procurement Portal Website: <http://eprocure.gov.in/eprocure/app>
www.tenderwizard.com/AIIMSBHOPAL www.aiimsbhopal.edu.in
Broad outline of submissions are as follows:
 - (i) Submission of Bid Parts (Technical & Financial)
 - (ii) Submission of information pertaining to Bid Security/ EMD.
 - (iii) Submission of signed copy of Tender Documents/Addendums.
10. The **TECHNICAL PART** shall consist of Electronic Form of Technical Main Bid and Bid Annexure. Scanned/Electronic copies of the various documents to be submitted under the Eligibility Conditions, offline submissions, instructions to bidders and documents required establishing compliance to Technical Specifications and Other Terms & Conditions of the tender are to be uploaded.
11. The **FINANCIAL PART** shall consist of Electronic Form of Financial Main Bid and Financial Bid Annexure, if any. Scanned copy of duly filled price schedule as **Annexure- VII** are to be uploaded.
12. **Offline Submissions:**
The bidder is requested to submit the following documents offline to **The Sr. Procurement-cum Store Officer, AIIMS Bhopal, Saket Nagar, Bhopal (MP) – 462020** on or before the date & time of submission of bids specified in covering letter of this tender document, in a Sealed Envelope. The envelope shall bear (name of the work), the tender number and the words ‘DO NOT OPEN BEFORE’ (due date & time).
13. EMD-Bid Security in Original, in shape of DD/BG only in favour of Director, AIIMS, Bhopal, valid for a period 180 days.
14. Criminal Liability undertaking on Non-judicial Stamp paper of Rs.100/-
15. Under Taking of Terms & Conditions on Non-judicial Stamp paper of Rs.100/-
16. **Public Online Tender Opening Event (TOE)**
The e-Procurement portal offers a unique facility for ‘Public Online Tender Opening Event (TOE). Tender Opening Officers as well as authorized representatives of bidders can attend the Public Online Tender Opening

Event (TOE) from the comfort of their offices.

17. For this purpose, representatives of bidders (i.e. Supplier organization) duly authorized. Every legal requirement for a transparent and secure 'Public Online Tender Opening Event (TOE)' has been implemented on the portal. As soon as a Bid is decrypted, the salient points of the Bids are simultaneously made available for downloading by all participating bidders. The medium of taking notes during a manual 'Tender Opening Event' is therefore replaced with this superior and convenient form of 'Public Online Tender Opening Event (TOE)'. The portal a unique facility of 'Online Comparison Statement' which is dynamically updated as each online bid is opened. The format of the Statement is based on inputs provided by the Buyer for each Tender. The information in the Comparison Statement is based on the data submitted by the Bidders. A detailed Technical and or Financial Comparison Statement enhance Transparency. Detailed instructions are given on relevant screens. The portal has a unique facility of a detailed report titled 'Online Tender Opening Event (TOE)' covering all important activities of 'Online Tender Opening Event (TOE)'. This is available to all participating bidders for 'Viewing/Downloading'. There are many more facilities and features on the portal. For a particular tender, the screens viewed by a Supplier will depend upon the options selected by the concerned Buyer.
18. **Important Note:** In case of internet related problem at a bidder's end, especially during 'critical events' such as – a short period before bid-submission deadline, during online public tender opening event it is the bidder's responsibility to have backup internet connections. In case there is a problem at the e-procurement / e-auction service-provider's end (in the server, leased line, etc) due to which all the bidders face a problem during critical events, and this is brought to the notice of AIIMS BHOPAL by the bidders in time, then AIIMS BHOPAL will promptly reschedule the affected event(s).
19. **Other Instructions**
For further instructions, the vendor should visit the home-page of the portal. The complete help manual is available in the portal for Users intending to Register / First-Time Users, Logged-in users of Supplier organizations. Various links are also provided in the home page.
20. **Important Note:** It is strongly recommended that all authorized users of Supplier organizations should thoroughly peruse the information provided under the relevant links, and take appropriate action. This will prevent hiccups and minimize teething problems during the use of the said portal.
21. **The following 'FOUR KEY INSTRUCTIONS for BIDDERS' must be assiduously adhered to:**
 1. Obtain individual Digital Signature Certificate (DSC) well in advance of your first tender submission deadline on the portal.
 2. Register your organization on the portal well in advance of your first tender submission deadline on the portal
 3. Get your organization's concerned executives trained on the portal well in advance of your first tender submission deadline on the portal

4. Submit your bids well in advance of tender submission deadline on the portal (There could be last minute problems due to internet timeout, breakdown etc.)
22. While the first three instructions mentioned above are especially relevant to first-time users on the portal, the fourth instruction is relevant at all times. Minimum Requirements at Bidders end Computer System with good configuration (Min P IV, 1 GB RAM, Windows XP) Broadband connectivity. Microsoft Internet Explorer 8.0 or above. Digital Certificate(s) Vendors Training Program Necessary training to each and every registered bidder under this portal shall be impacted by the ASP, M/s. ITI, Bhopal, if required, before participation in the online tendering.
23. Bidder should arrange for the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender.
24. The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
25. In case of Offline payments, the details of the Earnest Money Deposit (EMD) document submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected.
26. The **Tender Inviting Authority (TIA)** will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
27. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
28. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.

For any further assistance, please contact Representative of ITI Limited (Bhopal) at email: twhelpdesk674@gmail.com, Mob: 09981783170, 9039006656, AIIMS Bhopal Email: spso@aiimsbhopal.edu.in, 0755-2672318

Chapter- 2

GENERAL TERMS AND CONDITIONS

1. Tenders should be quoted only by the actual manufacturer or their authorized distributors or selling agent of a particular firm. It should submit a current authority letter in support of the same from the actual manufacturer concerned in the format given at “**Annexure-X**”. The bidder is responsible for the supply of stores. If the Principal Manufacturer withdraws rights of distribution from the bidder during validity period of rate contract, Director, AIIMS Bhopal has right to cancel the eligibility of the bidder and accept the candidature of new coming authorized distributor. For supplying items at approved rates new coming firm may have to deposit the EMD. The offered rates shall be valid for initial period for One year extendable further One year on mutual agreement basis after completion of initial One year period.
2. Bidders are required to quote strictly as per specification of the ‘Animal Feed and other consumable items for Animal House Facility’ asked in the Schedule of Requirement at Annexure-III of this e-Tender Document. Deviations to specifications, if any, it must be brought out clearly giving deviation statement in **Annexure-IV**.
3. Additional features, if any, should be listed separately in the offer.
4. The bidder should submit an undertaking for acceptance of Terms & Conditions “**Annexure-IV**” to the effect that they have necessary infrastructure, resources for supply the stores as and when required by the indenter.
5. The firms should confirm that the supplied Animal Feed and other consumable items are from the fresh lot and meeting the all required technical specifications/strengths.
6. **Points needed to be kept in mind by Tenderer while preparing Bid and Quoting prices in this E-Tender:-**
 - I. No increase in quoted price and change in quality of product will be allowed during the validity of Rate Contract period.
 - II. Bidder will quote firm rates inclusive of all Taxes & expenditure up to F.O.R. to AIIMS Bhopal basis. No condition like discount in price, free goods/ incentives will be accepted towards finalization of the tenders. Rates should be according to a unit e.g. cost per item and not in any other form. Quoting of rates in variation to the prescribed unit will authorize the Competent Authority to cancel the quotation without any information to the bidder.
 - III. No item should be quoted with price more than the M.R.P. The prices should be quoted strictly in accordance with unit/quantity mentioned in the Financial Bid format.
 - IV. **Fall Clause:** If at any time during the execution of the contract, the Contractor/Manufacture/Distributor/Dealer reduces the sale price or sells or offers to sell such stores, as are covered under the contract, to any person/organization including the purchaser or any department of Central Government or any department of AIIMS Bhopal Hospital/PSUs at a price lower than the price chargeable under the contract during the Current Financial Year, he

shall forthwith notify the purchaser. The necessary difference amount about such reduction or sale or offer of sale to the purchaser and the price payable under the contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale shall stand correspondingly reduced and deposited to AIIMS Bhopal by the Bidder or AIIMS Bhopal will deduct from the pending bills/Performance Security Deposit to recover the loss to the Government.

7. The Director, AIIMS Bhopal has full authority to take into account the performance of manufacturer/authorized dealer or distributor/bidder and they should submit a latest performance certificate from any other Govt. Hospitals/Institutions/PSUs to testify the proper dealing & performance.

8. **Delivery of Supplies/Stores & Penalty/LD on Delay in Supply:**

I. Delivery of stores shall be **F.O.R to AIIMS Bhopal**. The AIIMS Bhopal is not liable for payments on account of Freight/Taxes/Expenditures, which are to be paid inclusively by the suppliers.

II. The firm will be bound to supply the consumables within 6 weeks (i.e. 45 Days). The Director, AIIMS Bhopal reserves the right to extend the period of delivery subject to imposition of a penalty of 0.50% of the value of order per week for delayed supply with prior permission subject to a maximum of 10% of the total value of the order. Maximum delay of 6 weeks is admissible subject to deduction of applicable penalty as per rate mentioned above.

9. **INSPECTION OF SUPPLIES:-**

Inspection of Goods will be done by the duly constituted committee members nominated by Director, AIIMS Bhopal and or his authorized representatives in AIIMS Bhopal premises at designated place.

10. **PAYMENTS: -**

Payments will be made only after the completion of the supplies as per terms and conditions and specification against the respective e-Tender/Supply Order in the designated place of AIIMS Bhopal duly approved on satisfactory inspection, acceptance in the concerned Store/User department in good condition against the pre-receipted bills in triplicate along with delivery challans. The GST and any other Taxes of Statutory bodies should include in the Payment Claim Bill of Supplier Agency and the Agency solely will liable for necessary Tax Deposition to the concerned Statutory Tax Department as per applicable rules and AIIMS Bhopal will release Claim Payment after due deduction of applicable TDS on prevailing Tax rules and LD (if any) to Supplier Agency after satisfactory acceptance of supplied Goods in considerable time preferably through NEFT/RTGS in his Bank Account. The successful agency is also required to be submit their "PFMS Vendor Registration Form" to AIIMS Bhopal and obtain a unique PFMS Code form Finance Department of AIIMS Bhopal, so that their payment Claims against supply may be electronically be settled.

III. Payment shall be made in Indian Rupees as specified in the Contract in the following manner:

On Receipt of Delivery at Consignee Site:

100% (Hundred Percent) payment of the Ordered Consumable Stores Value shall be paid

within the stipulated time on receipt of Ordered Supply at AIIMS Bhopal (i.e. Consignee) in Good condition and upon the submission of the following documents:-

- (i) Triplicate duly signed and stamped Original copies of supplier's invoice showing TIN No. of the Firm, Contract Agreement Number of AIIMS Bhopal, PO Number of AIIMS Bhopal, Ordered Items description, Quantity Supplied, Approved Unit price, Tax and Total claimed Amount.
- (ii) Copy of Delivery Challan of supplied Items,
- (iii) Two copies of packing list identifying contents of each package supplied by the Supplier Agency.
- (iv) Performance Bank Guarantee of 10% (Ten) % order value from any scheduled Nationalized/Commercial bank valid for a period of six (09) months in favour of "Director, AIIMS Bhopal" payable at AIIMS Bhopal.
- (v) Consignee Receipt Certificate (CRC) issued by the respective Concerned Department after Preliminary Inspection of Supplied Items.
- (vi) Final Acceptance Certificate in original issued by the authorized Inspection and Final Acceptance Committee of AIIMS Bhopal to the Supplier Agency after successful Acceptance of Supply.

11. OTHERS:-

Technical Evaluation Committee/Procurement Committee and other committees as constituted by the Director will decide regarding approval of Items, Rates and Quantities required to be procured (i.e. increase/decrease in either side as indicated in Annexure-III) for different items as per requirement of AIIMS Bhopal basis. Decision of the Director will be final and binding to all parties.

The any Tenderer shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency/ies without prior written consent of the Director, AIIMS Bhopal. If it is found that the firm has given sub-contract to another Agency, the contract shall stand cancelled & the performance security deposit of such Tenderer shall be forfeit by AIIMS Bhopal.

The AIIMS Bhopal shall not be responsible for any financial loss or other damaged or injury to any item or person deployed/supplied by the Supplier Agency in the course of their performing the duties to this office in connection with purchase order/supply order for supplying of ordered Stores Items at AIIMS Bhopal.

12. PACKING & MARKING OF SUPPLIES:-

- a) The firm shall supply the stores with proper packing and marking for transit so as to be received at destination free from any loss or damage. The stores supplied by the bidder should strictly conform to the labeling provisions laid down of each item.

13. DISPUTES AND ARBITRATION: -

All disputes or differences arising during the execution of the contract shall be resolved by the mutual discussion failing which the matter will be referred to an Arbitrator who will appointed by the Director, AIIMS Bhopal for Arbitration for settlement of disputes in accordance with Arbitration & Conciliation Act 1996 or its subsequent amendment, whose decision shall be binding on the contracting parties.

14. LAW GOVERNING THE CONTRACT and Jurisdiction

The contract Governed under Contract Act 1872 and instructions thereon from the

government of India. The Court of Bhopal shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract.

15. PERFORMANCE SECURITY DEPOSIT:-

The successful Bidder will liable to deposit 10% of value of the Purchase Order in case of Consumable as Performance Security Deposit in favor of “Director, AIIMS Bhopal” by way of “Performance Bank Guarantee in the format given at “Annexure-XII”/Fixed Demand Receipt” from nationalized/Commercial scheduled Banks refundable after 6 months from the date of issue of purchase order + 3 months (valid for i.e. 9 months).

16. Recovery of Excess Payment made to Supplier Agency:-

If a result of post payment audit any over payment is detected in respect of any supply/work done by the supplier Agency or alleged to have been done by the Agency under this e-Tender enquiry, it shall be recovered by the Institution from the Agency and Agency is liable to be deposit back the excess extra amount received by them from their agreeable amount as per Purchase Order/Work Order from AIIMS Bhopal within 30 days time period as and when they will receive written request from AIIMS Bhopal in this connection.

17. Underpayment to be made to Supplier Agency:-

If a result of post payment audit any under payment is detected in respect of any supply/work done by the supplier Agency under this e-tender enquiry, it shall be duly paid by the Institution to the concerned Supplier Agency.

18. Responsibility of Supplier Agency for providing copies of relevant records:-

The Supplier Agency shall provide the copies of relevant records during the period of contract or otherwise even after the contract is over as and when asked by AIIMS Bhopal.

No bidder/or his representative shall bring or attempt to bring any political or other outside influence to bear upon any superior authority or hospital functionaries to further this business interest. In doing so, tender of the concerned bidder will be rejected without assigning any reason.

Exclusive right: The Director, AIIMS Bhopal, India.

The Director, AIIMS Bhopal, India as the full and exclusive right to accept or reject, increase or decrease order quantity, any or all the tenders without assigning any reasons and also to cancel the supply at any time without assigning any reason.

- A.** Tenders should be quoted only by the actual manufacturer or their authorized distributors or selling agent of a particular firm. It should submit a current authority letter in support of the same from the actual manufacturer concerned in the format given at “**Annexure-X**”. The bidder is responsible for the supply of stores. If the Principal Manufacturer withdraws rights of distribution from the bidder during validity period of contract, Director, AIIMS Bhopal has right to cancel the eligibility of the bidder and accept the candidature of new coming authorized distributor. For supplying items at approved rates new coming firm may have to deposit the EMD. The offered rates shall be valid for initial period for one year extendable further One year on mutual agreement basis after completion of initial one year period.

CHAPTER- 3**Schedule of Requirement****List of items Required, Technical Specification and Tentative Qty.****TECHNICAL BID**

(Upload signed & scanned copy with technical bid documents)

E Tender No29 Rate Contact for Supply of Animal Feed and other Consumable items required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)**Group A. Animal Feed**

S.No	Name of the Item	Approx. yearly requirement (kgs)
1	Rodent Pellet Diet (Non-irradiated, Maintenance Diet)	2500
2	Rodent Breeder Diet (Non-irradiated)	1000
3	Rodent Diet, Sterile	500
4	Rabbit Diet	500

Group B. Other Consumable Items

S. No.	Name of the Item	Pack Size	Tentative Annual Requirement
5	Mouse Ear Punch (2/pk)	2 pcs/pack	2
6	Ear Tags	300/pack	10
7	Ear Tag Applicator	1pc/pack	2
8	Animal Feeding Needle (Rabbit) 10 G, length 6", Dia 6.0 mm	6pc/pack	1
9	Animal Feeding Needle (Rabbit) 14 G, length 3", Dia 3.0 mm	6pc/pack	1
10	Polycarbonate Cages for Rats Approx. Size: 420 x 280 x 160 mm	Each	100
11	Polycarbonate Cages for Mice Approx. Size: 290 x 220 x 140 mm	Each	100
12	Water bottles with nozzle (PP with Sipper tube type nozzle)-250 ml	Each	100
13	Water bottles with nozzle (PP with Sipper tube type nozzle)-150 ml	Each	100
14	Water bottles with nozzle (PP with Sipper tube type nozzle)-550 ml	Each	20
15	Plastic Card Holder	Each	400

Signature, Name of Authorized Person of the Bidder with seal

Date:.....

Place:.....

Contact Cell No. :

Email ID :

TECHNICAL SPECIFICATION

Specifications of items

Table Group A. Animal Feed

S.No	Item Name	Specification
1	Rodent Pellet Diet (Non-irradiated breeder diet)	<ul style="list-style-type: none">• Autoclavable• Pellet (Round/Cylindrical/Oval)• Approx. Protein Content (18-24%)• Shelf Life >6 months• Crude Fat (minimum 3.5%)• Crude Fibre (max 6%)• For Rats, Mice, Hamster• Pack size >5kg• Certificate of analysis
2	Rodent Breeder Diet (Non-irradiated)	<ul style="list-style-type: none">• Autoclavable• Pellet (Round/Cylindrical/Oval)• Approx. Protein Content (18-24%)• Crude Fat (5-9%)• Crude Fibre (max 6%)• Shelf Life >6 months• For Rats, Mice, Hamster• Pack size >5kg• Certificate of analysis
3	Rodent Diet (Sterile, Irradiated)	<ul style="list-style-type: none">• Gamma irradiated OR radio frequency irradiated• Approx. Protein Content (18-24%)• Pellet (Round/Cylindrical/Oval)• Shelf Life >6 months• Crude Fibre (max 6%)• Crude Fat (minimum 3.5%)• For Rats & Mice• Pack size >5kg• Certificate of analysis
4	Rabbit Diet	<ul style="list-style-type: none">• Non-autoclaved• Crude protein (15-20%)• Crude Fibre (12-16%)• Crude Fat (2-4%)• Pellet (Round/Cylindrical/Oval)• Shelf Life >6 months• For Rabbits• Pack size >5kg

**Table 2 Group B
Other Consumable Items**

S.No	Item Name	Specification
5	Mouse Ear Punch	<ul style="list-style-type: none"> • Mouse Ear Punch • Material: Stainless steel
6	Ear Tags	<ul style="list-style-type: none"> • Material: Stainless steel/copper alloy • Compatible with Ear Tag Applicator
7	Ear Tag Applicator	<ul style="list-style-type: none"> • Ear Tag Applicator for mice and rats • Material: Stainless steel
8	Animal Feeding Needle	<ul style="list-style-type: none"> • Animal Feeding Needle for rabbit • 10 G, length 6", Dia 6.0 mm
9	Animal Feeding Needle	<ul style="list-style-type: none"> • Animal Feeding Needle for Rabbit • 14 G, length 3", Dia 3.0 mm
10	Rat Cages	<ul style="list-style-type: none"> • Material: Food grade quality polypropylene, uniform thickness of 4mm ± 0.5 mm • Approx. Size: 420 X 280 X 190mm (L X B X H) ± 10% variation Floor Space: 800-900 cm² • Autoclavable at 121 °C temp and pressure 15 LB/Sq inch <p>S S Top grill– Should be made of S.S. 304 material with duly spot welded and finished joints</p> <ul style="list-style-type: none"> - AISI 304 quality stainless steel material - Provision for fixing water bottle - Provision for Feed Pallets - Fitted with two hooks of brass material for locking the grill to the top of the body of cage - Fitted with tag holder - Main frame is made of 4mm S.S. 304 rod and rest of grill of 2mm S.S. 304 rod - Gap between S.S. rods is around 6mm - Designed to ensure perfect fit and locking throughout the complete cage body • - Grill are designed such as to fit in second grill for ease of stacking with foldable partition for food and water bottle compartment
11	Mice Cages	<ul style="list-style-type: none"> • Material: Food grade quality polypropylene, uniform thickness of 4mm ± 0.5 mm • Approx. Size: 290 x 220 x 140 (L x B x H) • Floor Space: 350-400 cm² • Autoclavable at 121 °C temp and pressure 15 LB/Sq inch <p>S S Top grill– Should be made of S.S. 304 material with duly spot welded and finished joints</p> <ul style="list-style-type: none"> - AISI 304 quality stainless steel material - Provision for fixing water bottle - Provision for Feed Pallets - Fitted with two hooks of brass material for locking the grill to the top of the body of cage - Fitted with tag holder - Main frame is made of 4mm S.S. 304 rod and rest of grill of 2mm S.S. 304 rod - Gap between S.S. rods is around 6mm

		<ul style="list-style-type: none"> - Designed to ensure perfect fit and locking throughout the complete cage body • - Grill are designed such as to fit in second grill for ease of stacking with foldable partition for food and water bottle compartment
12	Water bottles with nozzle (PP with Sipper tube type nozzle)-250 ml	<ul style="list-style-type: none"> • 250 ml water bottle for feeding water to experimental animals. <p>Features:</p> <ul style="list-style-type: none"> • Autoclavable at 121⁰C temperature and pressure 15 LB/ inch for 15 minutes • Leakage proof- No water leakage from bottle • Assured water delivery- Each bottle cap is assured for proper water delivery • Consistent thickness • Wide mouth to aid filling and emptying, whilst also ensuring effective washing <ul style="list-style-type: none"> • Volume graduations to aid volume measurements. <p>(Vacuum style, without ball): Press Fit Style: Cap made of autoclavable silicon bush with S.S. 304 protection flap</p>
13	Water bottles with nozzle (PP with Sipper tube type nozzle)-150 ml	<ul style="list-style-type: none"> • 150 ml water bottle for feeding water to experimental animals. <p>Features:</p> <ul style="list-style-type: none"> • Autoclavable at 121⁰C temperature and pressure 15 LB/ inch for 15 minutes • Leakage proof- No water leakage from bottle • Assured water delivery- Each bottle cap is assured for proper water delivery • Consistent thickness • Wide mouth to aid filling and emptying, whilst also ensuring effective washing <ul style="list-style-type: none"> • Volume graduations to aid volume measurements. <p>(Vacuum style, without ball): • Press Fit Style: Cap made of autoclavable silicon bush with S.S. 304 protection flap</p>
14	Water bottles with nozzle (PP with Sipper tube type nozzle)-550 ml	<ul style="list-style-type: none"> • 550 ml water bottle for feeding water to experimental animals. <p>Features:</p> <ul style="list-style-type: none"> • Autoclavable at 121⁰C temperature and pressure 15 LB/ inch for 15 minutes • Leakage proof- No water leakage from bottle • Assured water delivery- Each bottle cap is assured for proper water delivery • Consistent thickness • Wide mouth to aid filling and emptying, whilst also ensuring effective washing <ul style="list-style-type: none"> • Volume graduations to aid volume measurements. <p>(Vacuum style, without ball): • Press Fit Style: Cap made of autoclavable silicon bush with S.S. 304 protection flap</p>
15	Plastic Card Holder	<ul style="list-style-type: none"> • Card holder for cage cards for rodents • Should be able to fix to rat/mice/rabbit cages

Annexure-IV

CHAPTER- 4

E Tender No 29 Rate Contract for Supply of Consumables of Animal Feed required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

UNDERTAKING OF TERMS & CONDITION

FOR COMPLIANCE OF ALL TERMS & CONDITIONS MENTIONED IN THIS TENDER DOCUMENT

(To be executed on Rs. 100/-Non-judicial Stamp Paper duly attested by Public Notary)

To

**The Director,
AIIMS Bhopal,
Saket Nagar, Bhopal-462 020 (MP), India**

Sir,

1. The undersigned certify that I/we have gone through the terms and conditions mentioned in the tender document and undertake to comply with them. I have no objection for any of the content of the tender document and I undertake not to submit any complaint/ representation against the tender document after submission date and time of the tender. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of tender.
2. **I/We undersigned hereby bind myself/ourselves to ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL, SAKET NAGAR, BHOPAL-462020 (MP) INDIA to supply the approved awarded items in the approved prices to AIIMS Bhopal, during the Rate Contract period under this contract.**
3. The articles shall be of the best quality and of the kind as per the requirement of the institution. The decision of the Director, AIIMS Bhopal, India (herein after called the said officer) as regard to the quality and kind of article shall be final and binding on me.
4. The supplier should arrange for a sample of the item, preferably within the medical college premises to duly constituted committee. Failure to arrange for a sample on the given date may lead to cancellation of the bid. Cost of such demonstration shall be borne by the bidder.
5. Performance security 10% of the cost of the supply value shall be deposited by me in the form of FDR/Bank Guarantee in the name of The Director, All India Institute of Medical Sciences, Bhopal (India) in the format at annexure XIII attached herewith on award of the contract and shall remain in the custody of the Director till the validity of the Tender Contract plus three month (i.e. for 15 months).
6. Should the said officer deem it necessary to change any article on being found of inferior quality, it shall be replaced by me/us free of cost in time to prevent inconvenience.
7. I/We hereby undertake to supply the items during the validity of tender as per directions given in supply order within stipulated period positively.
8. If I/We fail to supply the stores in stipulated period the AIIMS Bhopal has full power to compound or forfeit the Bid Security/security deposit.
9. I/We declare that no legal/financial irregularities are pending against the proprietor/partner of the tendering firm or manufacturer.
10. I/We undertake that the rates quoted by me when approved and selected by the Director, AIIMS Bhopal will be valid for one year from the date of approval of the contract in the format given in Annexure-XIII or till extended as mutually agreed upon. I/we undertake to supply the items within 15 days for Indian make items. I/we undertake to supply the order within stipulated period and if fail to

supply order during the stipulated period the necessary action can be taken by the Director, AIIMS Bhopal, India.

11. I/We undertake that if the rates of any items are lowered due to any reason, I will charge the lower rates.
12. I/We undertake that the quoted rates are not higher than that approved in any other Govt. institutions in India for the same items during the current Financial Year.
13. Affidavit regarding No CBI Inquiry/FEMA/ Criminal proceeding/Black listing is pending or going on against the manufacturer/bidder firm is also enclosed. I undertake that I will not submit any irrelevant documents with the tender and in doing so I will not have any objection if my tender is rejected on that ground.
14. I/We undertake to calibrate item as per requirement and frequency as indicated in the Annexure-III Technical Specification of item for ensuring at the AIIMS Bhopal site.
15. I/we do hereby confirm that the prices/rates quoted are fixed and are at par with the prices quoted by me/us to any other Govt. of India/Govt. Hospitals/Medical Institutions/PSUs. I/we also offer to supply items at the prices and rates not exceeding those mentioned in the Financial Bid.
16. Should the said officer deem it necessary to change any article on being found of inferior quality, it shall be replaced by me/us free of cost in time to prevent inconvenience.

Affirmation

I pledge and solemnly affirm that the information submitted in tender documents is true to the best of my knowledge and belief. I further pledge and solemnly affirm that nothing has been concealed by me and if anything adverse comes to the notice of purchaser during the validity of tender period The Director, All India Institute of Medical Sciences, Bhopal (India) will have full authority to take appropriate action as he/she may deem fit.

Signature of Bidder

(Name of Bidder)

Place

With seal of firm

Date.....

ANNEXURE – V

Chapter - 5

E Tender No 29 Rate Contract for Supply of Animal Feed and other Consumable items required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

UNDERTAKING OF CRIMINAL LIABILITY

(To be executed on Rs.100/-Non-judicial Stamp Paper duly attested by Public Notary)

I.....S/o..... Resident of
.....
..... Do solemnly pledge and affirm: -

1. That I am the proprietor /partner/authorized signatory of
M/s.

2. That my firm has not been declared defaulter by any Govt. Agency and that NO case of any nature i.e. CBI/FEMA/Criminal/Income Tax/VAT/ Sales Tax/ Blacklisting is pending against my firm.

Name & Signature

Seal of the participating Bidder Company

Affirmation/Verification

ANNEXURE-VI
CHAPTER - 6

**E Tender No 29 Rate Contract for Animal Feed and other Consumable items required for
Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)**

TECHNICAL BID DOCUMENTS CHECK LIST

(MANDATORY DOCUMENTS NEEDS TO BE UPLOADED)

(Upload Signed and scanned copy of following Bid Document Slot of E-Tendering Solution)

S. NO.	NAME OF DOCUMENT'S LEGIBLE SCANNED COPIES REQUIRED TO BE UPLOADED*	YES	NO	Remarks
(1)	Original Hard Copy of the following document must be kept in the "Technical" Envelope and sealed envelope must sent in Speed post/Courier in the Office of Sr. Proc. cum Stores Officer, AIIMS Bhopal, Saket Nagar, Bhopal-462 020(MP) before the Closing date given in the e- Tendering Schedule against this e-Tender ID.			
A	Group wise EMD Amount for participating Items (as per NIT Table No. 1) in the form of DD/ BG in the format given at Page 1 from nationalized Bank, in favor of "Director, AIIMS Bhopal" valid for 180 days.			
B	Original copy of Undertaking for acceptance of all Terms & Conditions mentioned in this E-Tender on Non Judicial Stamp Paper worth of Rs. 100/- as per Annexure – IV , duly attested by notary public			
C	Original copy of Undertaking for Criminal Liability on Non Judicial Stamp Paper worth of Rs. 100/- as per Annexure – V , duly attested by notary public			
D	Signed and scanned photocopy of proof of last two /ST returns filed by the participating company as applicable for current financial year 2016-2017.			
E	Signed and Scanned Copy of TIN /GST Certificate showing clearly TIN /GST Number of the participating firm.			
F	Signed and scanned copy of PAN Card of the firm/company / proprietor issued by Income Tax Department.			
G	Signed and Scanned copy of "Un-priced List of participating Items" for those items, the participating firm interested to be participate against this tender enquiry as per Schedule of Requirement (Annexure-III) should be uploaded for calculation of EMD submitted by the firm during Technical Bid evaluation.			
H	Signed and scanned copy of Income Tax return of the firm/company for the last three financial years (i.e. FY 2015-16, 2016-17, 2017-18).			
I	Signed and attested legible scanned copies of average Turnover for during last three Financial Years (FY 2014-15, 2015-16, 2016-17) of the participating firm for each participating item wise. It means that the if firm want to participate in one or more items, its Turnover Amount should be the addition of each of participating item as per mentioned below must uploaded in E-Tendering solution:- The scanned copy of the Last Three Financial Years (FY 2015-16, 2016-17, 2017-18), Turnover figures clearly showing duly signed, Stamped by the Company Secretary/Chartered Accountant on the Letter Head required to be uploaded			

J	Signed & scanned copy of the authorization Letter from Proprietor / Owner to sign the documents in case the owner/proprietor is not signing the tender document. In case of partnership firm, the copy of authorization Letter to sign the tender document by Lead partner should be submitted by the other partner / partners. Copy of partnership deed should also be uploaded in support for necessary verification on e-Tendering solution.			
K	<u>MANDATORY DOCUMENTS SELF ATTESTED:</u> 1. Bank Name: 2. Account No.: 3. IFSC Code: 4. Aadhaar No. 5. PFMS Form			
(2)	Legible Scanned Copies of Documents required to be uploaded on e- tendering solution:-			
I.	Signed & Legible scanned copy of the Technical bid “ Annexure-VI ”			
II.	Legible Scanned copy of Declaration in case of manufacturer or Scanned & Attested copy of current contract/Authorization – between manufacturer and distributor /bidder as the case may be in the format given at “ Annexure-XII ”.			
III.	Signed and Legible scanned copies of Declaration / authorization from the manufacturer should be submitted for every quoted item. However, if the bidder is quoting more than one group of the same make, single authorization mentioning the name of items from the manufacturer is sufficient.			
IV.	Signed & Legible scanned copies of previous Orders, executed by them for identical/similar stores for any Government Hospital /Govt. Institution of India/PSUs, with copies thereof, in the last three years.			

*Note:(√) in applicable column.

[For office use only] Bid is Accepted /rejected

Signature -----

with name & date

Signature -----

with name & date

Signature -----

with name & date

FINANCIAL BID**ANNEXURE – VII****Chapter - 7**

E Tender No 29 Rate Contract for Supply of Animal Feed and other Consumable items required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

(Rate should be quoted INR only)

<i>T. Item No.</i>	<i>Name of the item (as per the Tender Schedule of Requirement Annexure- I)</i>	<i>HSN Code</i>	<i>Approx. yearly requirement (kgs)</i>	<i>Basic rate per unit (INR)</i>	<i>GST as applicable (in %)</i>	<i>Other Expenditure (if any)</i>	<i>Per Unit Total Cost inclusive of all upto F.O.R. (in Figures) (INR Only)</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
Group A:- ANIMAL FEED							
1.	Rodent Pellet Diet (Non-irradiated, Maintenance Diet)		2500				
2.	Rodent Breeder Diet (Non-irradiated)		1000				
3.	Rodent Diet, Sterile		500				
4.	Rabbit Diet		500				
Group B:- OTHER CONSUMABLE ITEMS							
<i>S. No.</i>	<i>Name of the Item</i>	<i>Pack Size</i>	<i>Tentative Annual Requirement</i>				
5	Mouse Ear Punch (2/pk)	2 pcs/pack	2				
6	Ear Tags	300/pack	10				
7	Ear Tag Applicator	1pc/pack	2				
8	Animal Feeding Needle (Rabbit) 10 G, length 6", Dia 6.0 mm	6pc/pack	1				
9	Animal Feeding Needle (Rabbit) 14 G, length 3", Dia 3.0 mm	6pc/pack	1				
10	Polycarbonate Cages for Rats Approx. Size: 420 x 280 x 160 mm	Each	100				
11	Polycarbonate Cages for Mice Approx. Size: 290 x 220 x 140 mm	Each	100				
12	Water bottles with nozzle (PP with Sipper tube type nozzle)-250 ml	Each	100				
13	Water bottles with nozzle (PP with Sipper tube type nozzle)-150 ml	Each	100				
14	Water bottles with nozzle (PP with Sipper tube type nozzle)-550 ml	Each	20				
15	Plastic Card Holder	Each	23				

- The Bidder will quote firm rates inclusive of all Taxes & expenditure up to F.O.R. AIIMS Bhopal .**
- L1 will be decided on item wise of the each item for 1 years.
- Only INR quoted rate will be acceptable.
- The rates of current **CGST/IGST/SGST (State/Central)** chargeable may, however, be given in

percentage separately. Non indication would denote inclusive GST.

Name(s) & Signature of Authorized person of the Bidder Company with seal

Name of the Firm

Date.....

Place.....

FINANCIAL BID DOCUMENT CHECK LIST
(MANDATORY DOCUMENTS NEEDS TO BE UPLOADED)

(Upload signed and scanned copy of following Financial Bid Documents in Financial Bid Document Slot of E-Tendering Solution)

S.	NAME OF DOCUMENT REQUIRED TO BE UPLOADED*	YES	NO	Remarks
(1)	Rates for the items should be quoted in the given format “ Annexure VII ”, The Tenderer, at the AIIMS Bhopal site needs to be supplied on free of cost by the Bidder Agency. All quoted rates should be inclusive of freight charges, packing charges, forwarding & insurance Charges, Transportation, GST etc. GST will be applicable as per the Govt. Policy.			
(2)	The rates should be quoted in Indian Rupees in figure as well as in words only.			

*Note:(√) in applicable column.

[For office use only] Bid is Accepted/rejected

Signature -----

Signature -----

Signature -----

with name & date

with name & date

with name & date

ANNEXURE –IX

E Tender No 29 Rate Contract for Supply of Animal Feed and other Consumable items required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

TERMS & CONDITIONS OF SUPPLY ORDER'S

1. The store should be supplied strictly in accordance with the supply order and with the approved specification/ sample of food items.
2. The supply should be made between 9.30am to 16.00pm on any of the working day and 9.30am to 12.00pm on Saturday. Part supply will be entertained only in exceptional cases with prior approval of competent authority. However in case due to any reason part supply has been made the payment will be made only after the completion of complete supply.
3. Supplier must ensure that every challan is to be submitted in the concerned store along with the supplies. The number and date of delivery challan must be indicated on the bill.
4. Triplicate bills duly, pre receipted on appropriate revenue stamp affixed be submitted in the name of the Sr. Proc cum Stores Officer in respective stores.
5. The bill should be in printed form having printed bill number, GST/CST/TIN Number as well as D.L. No. (Whereas applicable).
6. The goods supply time will be 45 days after the issue Purchase Order.
7. The Director, All India Institute of Medical Sciences, Bhopal (India) reserves the right to extend the delivery period subject to imposition of a penalty of 0.50% per week for delayed supply subject to maximum of 10% of the value of the order.
8. All rejected stores shall be at the risk of the supplier and must be removed immediately.
9. Guarantee/Warranty Certificate must be provided, at the time of supply.
10. *In case it is a computer-generated bill, it must have the seal of the firm affixed on it.*

ANNEXURE – X

E Tender No 29 Rate Contact for Supply of Animal Feed and other Consumable items required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

MANUFACTURER “AUTHORIZATION” FORM

(As referred in Chapter-2)

To,
The “Director”
All India Institute of Medical Sciences (AIIMS) Bhopal Saket Nagar,
Bhopal- 462 020 (MP) INDIA

Dear Sirs,

Ref. Your E-Tender document No _____, dated _____

We, _____
are _____ proven _____ and _____ reputable _____ manufacturers
of *(name and description of Items offered in the tender)* having factories at
_____, hereby
authorize M/s _____ *(name and address of the
agent)* to submit a tender, process the same further and enter into a contract with you against
your requirement as contained in the above referred E-Tender Enquiry documents for
the above Items manufactured by us.

We further confirm that no supplier or firm or individual other than
Messrs.

*(name and address of
the above agent)* is authorized to submit a tender, process the same further and enter
into a contract with you against your requirement as contained in the above referred
E-Tender Enquiry documents for the above Items manufactured by us.

We also hereby confirm that we would be responsible for the satisfactory execution of
contract placed on the authorized agent.

We also confirm that the price quoted by our agent shall not exceed than that which we
would have quoted directly.

Yours faithfully,

[Signature with date, name and
designation] for and on behalf of Messrs _____

[Name & address of the manufacturers]

Note

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.
2. Original letter's scanned copy may be uploaded and handed over as and when directed.

ANNEXURE – XI

E Tender No 29 Rate Contract for Supply of Animal Feed and other Consumable items required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

EMD BANK GUARANTEE/ (EMD-BG) FORMAT

Whereas _____ (hereinafter called the "Bidder") has submitted its quotation dated _____ for the supply of _____ (hereinafter called the "Tender") against the Purchaser's E-Tender Enquiry No. _____ Know all persons by these presents that we _____ of _____ (Hereinafter called the "Bank") having our registered office at _____ are bound unto _____ (hereinafter called the "Purchaser) in the sum of _____ for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20____.

The conditions of this obligation are:

- (1) If the Bidder withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the Bidder having been notified of the acceptance of his tender by the Purchaser during the period of its validity (365 Days):-
 - a) fails or refuses to furnish the performance security for the due performance of the contract. or
 - b) fails or refuses to accept/execute the contract.or
c) if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition(s).

This EMD Bank Guarantee will remain in force for a period of additional 90 Days (Ninety days) after the period of tender validity (180 Days) i.e. total validity of EMD should be 6 months from the scheduled date of submission of Bid and any demand in respect thereof should reach the Bank not later than the above date.

Signature of the authorized Office of the issuing Branch of the Bank _____

Name and designation of the Officer _____

Seal, Name & Address of the Bank _____

Address of the issuing Branch with Telephone No. & Email ID _____

ANNEXURE – XII

E Tender No 29 Rate Contract for Supply of of Animal Feed and other Consumable items required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)

PERFORMANCE/ SECURITY BANK GUARANTEE FORMAT

To

**The “Director”,
All India Institute of Medical Sciences (AIIMS)
Bhopal Saket Nagar, Bhopal- 462 020 (MP) INDIA**

WHEREAS _____ (Name and address of the supplier) (Hereinafter called “the supplier”) has undertaken, in pursuance of contract no _____ dated _____ to supply (Items) (herein after called “the contract”).

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee from nationalized bank for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to 15 (Fifteen) months from the date of satisfactory receiving by the User Department at AIIMS Bhopal i.e. up to ----- (indicate date).

.....
(Signature with date of the authorised officer of the Bank)

.....
.....
Name and designation of the officer
.....
.....
.....
.....

Seal, name & address of the Bank and address of the issuing Branch, including Telephone No. & Email ID

ANNEXURE–XIII

RATE CONTRACT AGREEMENT FORMAT

**(Form for Entering into Contract with the Qualified Tenderer on Non Judicial Stamp
Paper worth of Rs.100/-)**

**E Tender No 29 Rate Contact for Supply of Animal Feed and other consumable items
required for Animal House Facility, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (India)**

This agreement is made at **Bhopal** on the _____ **day of Two Thousand Eighteen** between **Director, AIIMS Bhopal acting through _____, All India Institute of Medical Sciences (AIIMS) Bhopal, Saket Nagar, Bhopal-462020 (MP)** (hereinafter called '**AIIMS Bhopal**' which expression shall, unless repugnant to the context or meaning thereof be deemed to mean and include its successors, legal representatives and assigns) of the **First Part.**

AND

M/s _____ (hereinafter called the '**Agency**' which expression unless repugnant to the context shall mean and include its successors-in-interest assigns etc.) of the **Second Part.**

WHEREAS the '**AIIMS Bhopal**' is desirous to engage the '**Agency**' for Supply of approved _____ in response to Purchaser's e-Tender

ID No. _____ and subsequent Amendment/Corrigendum/NOA (if any issued) to AIIMS Bhopal as per the terms and conditions stated below:-

1. Brief particulars of the Items, which rates are approved and accepted by the AIIMS Bhopal (First Party) and shall be supplied/ provided by the supplier Agency (Second Party) is as under:

(i) Brief particulars of the Items and services which shall be supplied/ provided by the supplier are as under:

T. Item No.	Name and Brief description of Item	Approx yearly requirement Unit (Kgs)	Approved Unit Price (Rs.)	Terms of delivery (FOR)	
Group A:- ANIMAL FEED					
1	Rodent Pellet Diet (Non-irradiated, Maintenance Diet)	2500			
2	Rodent Breeder Diet (Non-irradiated)	1000			
3	Rodent Diet, Sterile	500			
4	Rabbit Diet	500			
Group B:- OTHER CONSUMABLE ITEMS					
S. No.	Name of the Item	Pack Size	Tentative Annual Requirement	Approved Unit Price (Rs.)	Terms of delivery (FOR)
5	Mouse Ear Punch (2/pk)	2	2		
6	Ear Tags	300/pack	10		
7	Ear Tag Applicator	1pc/pack	2		
8	Animal Feeding Needle (Rabbit) 10 G, length 6", Dia 6.0 mm	6pc/pack	1		

9	Animal Feeding Needle (Rabbit) 14 G, length 3", Dia 3.0 mm	6pc/pack	1		
10	Polycarbonate Cages for Rats Approx. Size: 420 x 280 x 160 mm	Each	100		
11	Polycarbonate Cages for Mice Approx. Size: 290 x 220 x 140 mm	Each	100		
12	Water bottles with nozzle (PP with Sipper tube type nozzle)-250 ml	Each	100		
13	Water bottles with nozzle (PP with Sipper tube type nozzle)-150 ml	Each	100		
14	Water bottles with nozzle (PP with Sipper tube type nozzle)-550 ml	Each	20		
15	Plastic Card Holder	Each	23		

1. Any other additional services (if applicable) and cost thereof:

Total value (in figure)_(In words) ____

Above quoted unit prices of Second Party is inclusive of all Taxes/Statutory Expenses, for make the supplied item at AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP) in the respective user Department on "Turnkey" has been accepted with response to the referenced Tender on Annual Rate Contract basis as per the Terms & Conditions mentioned on the same by the First Party.

- The Rate Quoted by Supplier Agency (Second Party) and accepted and approved by AIIMS Bhopal (First Party) for above said items shall remain valid for initial period for One year subject to extendable for the further period of One year on mutual agreement basis after completion of initial One year period. No claim of Second Party for increase of the above mentioned items rates during the currency of this Rate Contract shall be entertained by First Party.
- The Second Party is liable and ensure that the items are brand new and supply in good conditions to the respective stores by the bidder.
- The Second Party shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency/ies without prior written consent of the First Party (Director, AIIMS Bhopal). If it is found that the firm has given sub-contract to another Agency, the contract shall stand cancelled & the performance security deposit of Second Party shall be forfeit by First Party.
- The First Party shall not be responsible for any financial loss or other damaged or injury to any item or person deployed/supplied by the Second Party in the course of their performing the duties to this office in connection with purchase order/supply order for supplying of ordered Items at AIIMS Bhopal.
- The Second Party will not request to First Party for increase in quoted price and change in quality of item during the validity of Contract period.
- Fall Clause:** If at any time during the execution and currency of this Contract, the Second Party or his Manufacture/Distributor/Dealer reduces the sale price or sells or offers to sell such stores, as are covered under the contract, to any person/organization including the purchaser or any department of Central Government or any department of AIIMS Bhopal/PSUs at a price lower than the price chargeable under the contract during the Current Financial Year, the Second Party shall forthwith notify First Party (i.e. Director, AIIMS Bhopal/Sr. Proc cum Stores Officer, AIIMS Bhopal), and the necessary difference amount about such reduction or sale or offer of sale to the purchaser (First Party) and the price payable under the contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale shall stand correspondingly reduced and deposited to First Party by the Bidder or First Party will deduct the difference Amount from the pending bills/Performance Security Deposit to recover the loss to the Government.
- Delivery of the Supplies/Stores to F.O.R. and Penalty for delayed Supply:-** The Second Party is liable for supply the ordered Item upto F.O.R. at User Department of AIIMS Bhopal within

stipulated given period mentioned on Purchase/Supply Order issued by First Party to Second Party and for delayed supply a penalty of 0.50% of the value of order per week for delayed supply, subject to a maximum of 10% of the total value of the order shall be deducted from the pending Bills/Performance Security Deposit of Second Party by First Party. Maximum delay of only 15 days is admissible subject to applicable penalty deduction as per **General Terms & Condition, Vide Clause “M”**.

9. Inspection of Supplies:- Inspection of Items supplied by Second Party will be done by the duly constituted committee nominated on behalf of First Party by Director, AIIMS Bhopal and or his authorized representatives in AIIMS Bhopal premises at designated place as per **General Terms & Condition, Vide Clause “N”**.

10. Payments First Party will made Payments to Second Party only after the completion of the supplies, item as per terms and conditions and specification against the respective e-Tender/Supply Order in the designated place of Hospital or Hospital stores duly approved on satisfactory inspection, acceptance & sample in case of supply in the concerned user department in good condition against the pre-receipted bills in triplicate along with delivery challans. The GST/CGST/IGST and any other Taxes of Statutory bodies should included in the Payment Claim Bill of Supplier Agency and the Agency solely will liable for necessary Tax Deposition to the concerned Statutory Tax Department as per applicable rules and AIIMS Bhopal will release Claim Payment after due deduction of applicable TDS on prevailing Income Tax rules to Supplier Agency after satisfactory acceptance of supplied Item.

11. Disputes & Arbitration: -All disputes or differences arising during the execution of the contract shall be resolved by the mutual discussion failing which the matter will be referred to an Arbitrator who will appointed by the Director, AIIMS Bhopal for Arbitration for settlement of disputes in accordance with Arbitration & Conciliation Act 1996 or its subsequent amendment, whose decision shall be binding on the contracting parties.

12. Law Governing the Contract and Jurisdiction:- The contract Governed under Contract Act 1872 and instructions thereon from the government of India. The Court of Bhopal shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract.

13. Performance Security Deposit:-The Second Party liable to deposit 10% of value of the Contract/Purchase Order as Performance Security Deposit to First Party in favor of “Director, AIIMS Bhopal” by way of “Performance Bank Guarantee/Fixed Demand Receipt” from any Nationalized/Commercial Bank refundable after expiry of the tenders/or after the completion of 1 years warranty period + 3 months (valid for i.e. 15 months) in case of supply of Item, subject to successful fulfillment of terms and conditions, on receipt of requisite No dues certificate from the concerned departments/authorities. Performance Security Deposit is liable to be forfeited if the Second Party withdraws or impairs or derogates the Contract in any respect.

14. Exclusive right to First Party (The Director, AIIMS Bhopal, India).

The Director, AIIMS Bhopal, India as the full and exclusive right to accept or reject, increase or decrease order quantity or cancel the supply at any time without assigning any reason during the currency of this Contract Period.

THIS AGREEMENT will take effect from _____ Day of _____ **Two Thousand Eighteen** and shall be valid for **One Year**.

IN WITNESS WHEREOF both the parties here to have caused their respective common seals to be hereunto affixed / (or have hereunto set their respective hands and seals) the day and year mentioned above in Bhopal in the presence of the witness:

<p>For and on behalf of the 'Agency'</p> <p>Signature of the authorized Official Name of the Official</p> <p>Stamp / Seal of the 'Agency'</p> <p>SIGNED, SEALED AND DELIVERED</p> <p>By the Said _____ Name on behalf of the 'Agency' in presence of</p> <p>Witness 1: _____ Name : _____ Address: _____</p> <p>Witness 2: _____ Name : _____ Address: _____</p>	<p>For and on behalf of the "Director, AIIMS Bhopal"</p> <p>Signature of the authorized Officer</p> <p>Name of the Officer</p> <p>By the said Name</p> <hr/> <p>on behalf of the "Director, AIIMS Bhopal" in presence of</p> <p>Witness 1: _____ Name: _____ Address: _____</p> <p>Witness 2: _____</p>
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Vendor Registration Form

ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL (AIIMS)
PUBLIC FINANCIAL MANAGEMENT SYSTEM (PFMS)

PFMS UNIQUE CODE :-		
VENDOR REGISTRATION FORM		
Sl. No.	Head Name	Details
1	Vendor Name	
2	Father/Husband/Owner Name	
3	Date of Birth	
4	PAN Number	
5	Aadhar Number	
6	GST Registration No.	
7	TAN Number	
8	TIN Number	
9	Service Tax No	
10	Address1	
11	Address2	
12	Address3	
13	City	
14	Country	
15	State	
16	District	
17	Pin Code	
18	Mobile No.	
19	Phone No.	
20	Email ID	
21	Bank Name	
22	IFSC Code	
23	Account Number	

DATE :...../...../2018

PLACE :.....

VENDOR SIGNATURE WITH SEAL

Department Name:

Forwarded by HOD/In charge

All related documents also enclosed with this form self-attested and stamp on it.:-

Note:

1. Pan Card of Firm
2. Aadhar Card of Firm Owner.
3. Firm Account cancelled cheque copy
4. Firm registration Certificate/ shop Establishment
5. TIN No. Registration Certificate copy
6. GST Registration No

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