



## **ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL**

Saket Nagar, Bhopal-462020 (India)

Website : [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) Email : [sps@aiimsbhopal.edu.in](mailto:sps@aiimsbhopal.edu.in)

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

### **E-Tender Notice for Rate Contract of ELISA KIT**

#### **E Tender No. 023 AIIMS Bhopal/Microbiology/Rate Contract of ELISA KIT/2018-19/01 Dated: 29.06.2018**

The Director, AIIMS Bhopal invites E-tenders in Two Bid System (i.e. Technical and Financial Bid) from reputed, experienced and financially sound Proprietor / Supplier / Manufacturer Rate Contract for Supply of Elisa Kit for the Department of Microbiology, AIIMS Bhopal through online e-procurement portal i.e. <https://www.tenderwizard.com/AIIMSBHOPAL>

**TABLE-1**

E -Tender No	Consumables code No.	Brief Description of ELISA KIT for the Microbiology Department (For detailed Technical Specs see Annexure-1)	Tentative Qty/Per annum	Consumables wise EMD (Rs.)
	1	Norovirus.	24 No. Kits	61,920.00
	2	Campylobacter	24 No. Kits	31,200.00
	3	Chlostridium difficile Toxin A and B	24 No. Kits	18,720.00
	4	Verotoxin 1 & 2 of E. coli	24 No. Kits	18,720.00
	5	Cryptosporidium parvum and Cryptosporidium hominis	24 No. Kits	18,720.00

Tenderer needs to be deposit the EMD Amount as per above mentioned Consumables in the Form of DD/FDR/Bank Guarantee in favour of "Director, AIIMS Bhopal", payable at Bhopal and its legible scanned copy must uploaded in the E-Tendering Solution and Hard copy of EMD in sealed envelope should be submitted along with pre-qualification documents in the Technical Envelope before the Date of Submission of Bid in the Box kept in the Office. of Sr. Proc. cum Store Officer, Central Stores Department, Hospital Building, AIIMS Bhopal, Saket Nagar, Bhopal-462020 (MP) India.

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](http://www.aiimsbhopal.edu.in) and **CPP Portal [www.eprocuregov.in](http://www.eprocuregov.in)**

Bidders have to submit the bids online by uploading all the required documents through <https://www.tenderwizard.com/AIIMSBHOPAL>

Bid Submission End date : 28.07.2018 at 17:00 Hrs.  
Technical Bid Opening date : 30.07.2018 at 15:00 Hrs.

**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 Director AIIMS Bhopal



**ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL**

**Saket Nagar, Bhopal-462020 (India)**

Website : [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) Email : [sps@aiimsbhopal.edu.in](mailto:sps@aiimsbhopal.edu.in)

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

**Manual bids will not be accepted under any circumstances.**

**Supply of Elisa Kit for the Department of Microbiology, AIIMS Bhopal**

1.	<b>Technical Document to be uploaded on line (Technical Bid)</b>	As per Annexure I, Chapter 1 (Page-no 4 - 7)	
2.	General Terms and Conditions	As per Annexure II Chapter 2 (Page-no 8 – 14 )	
3.	Schedule of requirement/Technical Specification Technical Bid	As per Annexure III Chapter 3 (Page-no 15 - 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– 22)	
7.	Financial Bid	As per Annexure VII Chapter 7 (Page-no 23 – 23)	
8.	Financial Bid Check List	As per Annexure VIII Chapter 8 (Page-no 24 -24)	
9.	Terms and Condition for Supply Orders	As per Annexure IX Chapter 9 (Page-no 25- 25)	
10.	Manufacturer Authorization Form	As per Annexure X Chapter 10 (Page-no 26 - 26)	
11.	EMD/ Bank Guarantee Format	As per Annexure XI Chapter 11 (Page-no 27 - 27)	
12.	Performance Security Bank Guarantee Format	As per Annexure XII Chapter 12 (Page-no 28 - 28)	
13.	Rate Contract Agreement Format	As per Annexure XIII Chapter 13 (Page-no 29 - 30)	
14.	Venders Registration Form	As per Annexure XIII (Page-no 31 - 31)	
15.	EMD (Consumables Wise)	<p><b>Bidders shall submit Consumables wise EMD either by DD drawn in favor of Director AIIMS Bhopal, for payable at AIIMS Bhopal only.</b></p> <p align="center"><b>Or</b></p> <p><b>In the form of a bank guarantee for the amount, The scanned copy of DD/BG is to be uploaded in the Tender wizard while submitting the bid. 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.</b></p>	
16.	Critical Dates	<b>Date (DD/MM/YYYY)</b>	<b>Time (Hrs. Mins)</b>
A	Tender Publishing date	<b>29.06.2018</b>	<b>17.00</b>
B	Document download start date	<b>29.06.2018</b>	<b>17.00</b>
C	Document download end date	<b>28.07.2018</b>	<b>17.00</b>
D	Pre-Bid Meeting	<b>09.07.2018</b>	<b>15.00</b>
E	Bid Submission start date	<b>29.06.2018</b>	<b>17.00</b>
F	Bid Submission end date	<b>29.07.2018</b>	<b>17.00</b>
G	Bid opening date	<b>30.07.2018</b>	<b>15.00</b>

**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. [spsa@aiimsbhopal.edu.in](mailto:spsa@aiimsbhopal.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, 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 Queries contact Representative of ITI Limited (Bhopal). Email : [twhelpdesk674@gmail.com](mailto:twhelpdesk674@gmail.com) , Mob: 09981783170, 9039006656 . AIIMS Bhopal Email: [spsa@aiimsbhopal.edu.in](mailto:spsa@aiimsbhopal.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](https://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](http://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](http://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](http://www.tenderwizard.com/AIIMSBHOPAL)[www.aiimsbhopal.edu.in](http://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 to establish 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 (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 AIIMSBHOPAL by the bidders in time, then AIIMSBHOPAL 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. The supplier \_\_\_\_\_ (**Name & address of the supplier**) at the rates specified at **Annexure- VI** shall supply the Elisa Kits at the AIIMS, Bhopal or its constituent part under two years rate contract applicable with effect from \_\_\_\_\_ to \_\_\_\_\_ (**period of rate contract**) on the approved rates and terms & conditions and specifications contained therein shall form part and parcel of this rate contract. The supplied shall be affected as and when required and requisitioned during the contractual period by Director, AIIMS, Bhopal or his authorized concerned official (Medical Superintendent/Chief/Officer In-charges of Centre/Professor of each unit/Professor In-charge of Department etc. called the said Officer).
2. **Duration of Rate Contract**: Initially, the contract with the approved supplier shall be valid for two years (24 months) from the date of Letter of Intent/Award/Acceptance on the approved rates and terms & conditions and specifications. However, AIIMS, Bhopal reserves the right to extend the rate contract on the existing rates and terms & conditions and specifications for such period as may be desired/ agreed to by AIIMS, Bhopal but not beyond further one year (12 month) after completion of initial period of two years Bhopal are subject to receipt of satisfactory performance report of the supplier from user Department.
3. That the items shall be the exact specified quality, kind, description and specification as required by the user Department.
4. The supplier shall supply the ordered consumables within time frame stipulated by the user department in Supply Order and delay should not be caused, it affects the patient care, otherwise appropriate action under provisions of the rate contract will be taken against the supplier.
5. The said officer can reject any or all of the items supplied without assigning any reasons, if in his opinion the items supplied do not comply with the specifications, quality etc. his decision shall be final and conclusive and the supplier shall not be competent to question such decision. In the event of the said items being rejected or not being supplied in the aforesaid manner the said officer shall be at liberty to arrange to procure the same or such other items required in that behalf at the cost and risk of the supplier and the supplier shall on demand pay to the Director, AIIMS, Bhopal such charges/ expenses as may be incurred due to non-supply of the items in time. The said officer also reserves the right to impose penalty as stipulated in Clause 27, which would be considered as liquidated damages for non-supplied inconvenience caused to the AIIMS, Bhopal for non-supply, delay supplies/ rejections. The decision shall be binding on the supplier.
6. **Performance Security Deposit** : The responsive supplier shall be required to furnish a Performance Security within 21 days of receipt of 'Letter of Intent/Award/Acceptance" for an amount equal to 10% of the value of the rate contract, in the form of Pay Order/Demand Draft/Fixed Deposit Receipt/ Bank Guarantee issued by any scheduled bank in favour of the Director, AIIMS, Bhopal. The Performance Security shall remain valid for 3 months beyond the date of completion of all contractual obligations. Initially, the Bank Guarantee shall be valid for a period of 27 month. In case, rate contract period is extended further, the validity of Performance Security shall also be extended by the supplier accordingly. Failure to furnish performance security within stipulated time frame would entail forfeiture of bid security of the supplier and cancellation of the rate contract. Bid security of successful bidder will be refunded after submission of required Performance Security on request in writing. The AIIMS, Bhopal may terminate the contract in the event the successful supplier fails to furnish the Performance Security or fails to execute the contract.



7. GST other statutory levy and taxes imposed by the Govt. of India from time to time will be authorized extra on demand with adequate documentary proof thereof.
8. The supplier shall not be directly concerned in any way to deal with officers or other persons employed by under the authority of the Director, AIIMS, Bhopal for making the supply hereby contracted for, nor shall be supplied directly or indirectly giving or provide to give or pay any persons or any Department/Constituent unit of the AIIMS, Bhopal any money as gratitude or reward for any matter or thing in connection with performance of the said rate contract.
9. The supplier shall in no way assign, this contract in any manner of form or allow any manner of form or allow any other persons or group of the persons to interfere in the arrangement or performance of the contract thereof without in express permission of the Director, AIIMS, Bhopal in writing.
10. The all terms & conditions and specifications stipulated in tender document shall be as part and parcel of the rate contract for all purposes.
11. The supplier shall prefer the bills in triplicate duly pre-receipted, the items supplied within 15 days after the delivery of the items, in default of which the AIIMS, Bhopal is liable to forfeit any part or full value of the supply for which the bills have not been preferred. After submission of complete bills (duly signed and stamped) in all respects will be processed for payment and same may take approximately 60 days for payment processing. No enquiry within this period will be entertained.
12. The AIIMS, Bhopal may terminate the offer/contract if it is established that the supplier is blacklisted/ debarred and their services have been banned or suspended due to any reason including corrupt and fraudulent practices in past by any of the Govt. Departments/ Organization/ Institutions/ Local Bodies/ Municipalities/ Public Sector Undertakings, etc. and there is Vigilance/CBI/FEMA case pending against the supplier.
13. The Director AIIMS, Bhopal shall be the final authority to reject full or any part of the supply which is not confirming to the specifications and other terms & conditions.
14. This being the rate contract It will be the prerogative of the AIIMS, Bhopal to place the supply order for the whole lot/ items or in piecemeal basis depending upon the requirement end user Department of the AIIMS, Bhopal
15. Any defective Consumables displaying manufacturing defects or quality control problem will be totally replaced with new one by the supplier at his cost and risk immediately. Failure of which entail cancellation of supply order and imposition of penalty as deemed fit. In case defective Consumables are not replaced/ removed, those will be auctioned at the risk and responsibility of the supplier without any prior notice.
16. Force majeure will be accepted on adequate proof thereof.
17. **Expiry Date:-** The kit should have a shelf-life of at least 6 months from the date of delivery to AIIMS Bhopal, when stored at temperature recommended by the manufacturer.
18. No payment shall be made for rejected material. The supplier would remove rejected items within one week of the date of rejection at their own cost and replace immediately. In case these are not removed these will be auctioned at the risk and responsibility of the suppliers without any further notice.
19. Any failure of the omission to carry out the provisions of the contract by the supplier shall not give rise to any claim by any party, one against the other, if such failures of omission or arises from act of God, which shall include all acts of natural calamities
20. such as fire, flood, earthquakes, hurricanes or any pestilence or from civil strikes, riots, embargoes or from any political or other reasons beyond the supplier's contract including war (Whether

declared or not) civil, war or state or insurrection, provided that notice of the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such event which could be attributed to force majeure conditions.

21. The Director, AIIMS, Bhopal, shall pay or caused to be paid for such approved consumables only as shall be supplied by the supplier on behalf of the AIIMS, Bhopal under or by virtue of this contract at the rates and prices more particular specified and contained in rate contract agreement.
22. The AIIMS, Bhopal shall not be bound to procure any or all the contractual items at any time by giving 21 days prior notice without assigning any reason thereof and shall not be bound for any damages in that behalf. The supplier shall be required to give two calendar months notices if he desires to discontinue the supply due to force major giving adequate reasons thereof.
23. If at any time, any question, dispute or difference whatever shall arise between the two parties (AIIMS, Bhopal on the one hand and supplier on the other hand) in relation to the purchase either of the parties may give to the other notice in writing the existence of such a question, dispute or difference and the same shall be referred to the two arbitrators, one to be nominated by the Director, AIIMS, Bhopal and the other to be nominated by the firm. Such a notice of the existence of any question, dispute or difference in connection with this purchase shall be served by either party within 30 days of the beginning of such dispute failing which all rights and claims shall be deemed to have forfeited and absolutely barred.

Before proceeding with the reference the arbitrators shall appoint/nominate an Umpire. In the event of the arbitrators not agreeing in their award the Umpire appointed by them shall enter upon the reference and his award shall be binding on the parties. The venue of the arbitrator shall be at AIIMS, Bhopal. The provision of the Indian Arbitration & Reconciliation Act, 1996 & of rules framed if under and any statutory modification thereof shall be deemed to apply and be incorporated for the supply, installation and commissioning etc.

Upon every or any such reference the cost of any incidents to the reference and awards respectively shall be at the discretion of the arbitrators or in the event of their not agreeing of the Umpire appointed by them who may determine the amount thereof or direct the same to be fixed as between solicitors and client or as between parties and shall direct by whom and in what manners the same shall be borne and paid.

23. The quantities of the items specified in tender document at Annexure-VI may increase or decrease during currency of the contract depending upon the actual requirements or patient load without any change in the unit price and all provisions under contract.
24. It will be the prerogative of the Institute to place the supply order for the whole lot/Consumables or in piecemeal basis depending upon the requirement of the Institute.
25. The supplier should have adequate after sales support.
26. Kits supplied by the supplier during currency of the contract should be FDA/ CE/ IVD International certified only and same will be accepted as per specifications.
27. **Penalty Clause:** In case supplier fails to deliver any or all of the items within the time frame(s) incorporated in the Supply Order by user Department, the AIIMS, Bhopal shall without prejudice to other rights and remedies available to the AIIMS, Bhopal under the contract, deduct from the contract price, as liquidated damage, a sum equivalent to 0.5% per week of delay or part thereof on delayed supply items until actual delivery subject to a maximum of 10% of the contract price

from their bills. Once the maximum limit is reached, the Director, AIIMS, Bhopal reserves the right to consider termination of the contract and forfeiture of Security Deposit/ Performance Security. His/ her discretion shall be final and binding on the supplier.

28. On breach of any provisions of the contract by the supplier, Director, AIIMS, Bhopal shall be at liberty to terminate the contract without prejudice to the AIIMS, Bhopal right to make purchase at contract's risk and realize the liquidated damages under Clause 27 above for the breaches or failures committed up to such termination of the contract. In cases of risk purchases in addition to the difference of cost of purchased items shall be borne by the supplier under terms of the contract imposed in the contract and differences shall be recovered from their bills/ performance security.

29. **DELIVERY OF THE SUPPLIES/STORES: -**

If the supplier fails to render timely supplies to the satisfaction of the said officer, or if the contract is terminated due to the default of the supplier, a new rate contract would be entered into for the un-expired portion of the original contract and the supplier shall be liable to pay the AIIMS, Bhopal as under: -

- a) The extra expenses incurred in carrying on the supplies during the remaining un-expired period of this contract viz. During the period beginning from the date of such termination of this contract and the last date of this contracted period.
- b) Incidental charges for effecting a new contract.

NB: This can, however be waived off by the discretion of the Director, AIIMS, Bhopal under special conditions.

30. Delivery prospects with definite date of delivery at destination taking into cognizance transit facilities must be indicated.

31. **Fall Clause:** The price charged for the Stores/Item's, under the reference, by the supplier shall in no even exceed the lowest price at which the supplier the Stores/Item's of same identical description to any other person/ Organizations/ Govt. Departments/ Institutions/ Local Bodies/ Municipalities/ Public Sector Undertakings/ Co-Operative stores etc. during the currency of the contract as per fall clause adhered by DGS&D. If at any time, during the said period the supplier reduced the said prices of such/Stores/Consumables or sales such stores to any other any person/ Organizations/ Govt. Departments/ Institutions/ Local Bodies/ Municipalities/ Public Sector Undertakings/ Co-Operative stores etc. at price lower than the quoted price, he shall forthwith notify such reduction or sale to the Director, AIIMS, Bhopal and the price payable for the items supplied after the date of coming into force of such reduction or sale shall stand correspondingly reduced for AIIMS, Bhopal.

32. **PAYMENTS: -**

The supplier shall furnish the following certificates to the Accounts Officer (Stores Accounts) along with each bill for payment to be made to the supplier against rate contract.

"I/we certify that the Stores of description identical to the Stores supplied to the Government under the contract against tender here-in have not been offered/sold by me/us to any other persons/organization/Institution upto date of bill/ the date of completion of supplies against all supply orders placed during currency of the rate contract against tender".

33. The supplier shall submit the following information invariably to make payment through PFMS. "The payment in pursuance of stores supplied/services rendered/work done will be made through PFMS and charges if any levied for affecting such electronic transfers will be borne by the supplier for releasing payment through PFMS mode the tenderer has to submit the Information in the Annexure XIV with supporting documents failing which payment will not be released.

**34. DISPUTES AND ARBITRATION: -**

The court at Bhopal will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other than court shall have jurisdiction in the matter.

In witness where of the parties hereto here upon get their hands the day \_\_\_\_\_ of the year \_\_\_\_\_

**35. INSPECTION OF SUPPLIES:-**

Inspection 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.

**OTHERS:-**

The Consumables Items, Rates and Quantities required to be procured (i.e. increase/decrease in either side as indicated in Annexure-VII) for different categories of Item/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 Consumables 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/installation/ commissioning of ordered Item/ Stores/ Goods/ Items at AIIMS Bhopal.

**36. 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.

37. **GENERAL CLAUSES**

1. Only Principal Companies or Authorized Distributors /Manufacturer from Principal companies should quote. Quotations from non - authorized distributors will not be entertained. Features in the quotations should be substantiated with proper Principal Company Catalogue.
  2. Should operate under a Quality Management System which complies with the requirements of CE/FDA/CE/ISO/IVD as applicable for design, manufacture and services.
  3. The Bidder shall examine the existing site where the Consumables to be installed, in consultation with HOD of concerned user department. The Bidders to quote prices indicating break-up of prices of the Machine and Turnkey Job of each item. The Turnkey costs may be quoted in Indian .
  4. Copies of all certifications e.g. Quality Standard certificate, Proprietary Item/parts, Patent of parts/ technology, Principal company/Authorised Distributorship should be attached with the quotations.
  5. In-House Service Engineers from principal company/ or authorised agents should be available in India on one-day notice basis in case of emergency (this will apply for those Consumables where in this clause is not built into the specification).
  6. Compliant points should be given (in the sheet) in order of the specifications' serial order. Compliant points should be highlighted in the company catalogue with page number.
  7. Must include: User's list with telephone numbers and email address.
  8. Vendor should submit an undertaking from manufacture the responsibility of maintenance in case of merger or acquisition.
  9. A performance certificate from at least 2 users should be provided.
  10. A rate contract for all the consumables (including kits and panels) should be made & the rates should be frozen for 2 years. In case of decline in price, these should be offered.
  11. Supply should be within the time frame specified in the supply order, failing which the company shall be penalized at 0.2% of total cost per week to increase to maximum of 15%.
  12. Downtime for minor issues should not be more than 48 hours.
38. Additional features (in case of item), if any, should be listed separately in the offer.
39. The bidder should submit an undertaking for acceptance of Terms & Conditions "**Annexure-V**".
40. 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 as well as installation and maintenance of item.
41. **DELIVERY OF THE SUPPLIES/STORES: -**
- 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 items within the time frame stipulated by the User Department. Thereafter suitable action as deemed fit, will be initiated. The hospital will recover the general damages or extra expenditure incurred in the risk purchase at the risk and cost of bidder and amount paid in excess shall be deducted from their pending bills. The above shall be in addition to forfeiture of Bid Security and black listing of the firm depending upon the circumstances of the default/merit of the case.
  - III. 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.

Once the maximum is reached, AIIMS Bhopal may consider termination or forfeit the PSD from the supplier.

IV. Part/Partial supply will not be accepted. For non-supply or part/partial supply, EMD/Performance Security Deposit will be forfeited in full.

**42. INSPECTION OF SUPPLIES:-**

Inspection will be done by the duly User Department and or his authorized representatives in AIIMS Bhopal premises at designated place.

**43. 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 under the latest Drugs & Cosmetic Rules or other applicable statutory provisions.

b) All goods/stores supplied to the hospital shall have to be stamped, "The AIIMS Bhopal Supply only" and printed "NOT FOR SALE" in bold letters with indelible ink (whereas applicable).

**44. BAR-CODING OF STORES: -**

Each store (the unit packs, inter packs as well as final packs etc.) should be bar-coded to comply with GS-1 or EAN/UPC or GS1-128 bar-coding standards at different packaging levels. For details and specification of GS-1 bar-coding [http://www.gs1india.org.in/gs1barcodes/pc\\_index.htm](http://www.gs1india.org.in/gs1barcodes/pc_index.htm) may be referred (Optional) (whereas applicable).

Bidder/Firms have to supply the Sterility Certificate for sterilized consumable items manufactured in India or abroad from the concerned principal manufacturer (whereas applicable).

**45. Buy-Back Offer :** In case of a availability of a new Version of the existing Item, Institute may go for the same for replacement on Buy - Back offer basis. The Tenderer should mention his offer for buy back of the Item/Machinery /Plant / Instruments/ Apparatus stating the percentage of Basic cost of the old Consumables and other condition if any.

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.

**46. Startup / Relaxation to MSEs:**

In respect of startup Micro and Small Enterprises the constitution of prior turnover and prior experience is relaxable subject to meeting of quality and technical specifications. Nevertheless MSEs shall enclose self-attested copies of audited account of turnover since start up to year ending by of 31<sup>st</sup> March 2018. The self-attested copies of work order executed since startup to the month proceeding to the month of opening this tender will also be enclosed for verification and assessment.

**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.

Sd/-  
For & on behalf of Director AIIMS Bhopal

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

(Upload signed &amp; scanned copy with technical bid documents)

**Name of the E-Tender: Rate Contract of Supply for Elisa Kit to the Department of Microbiology, AIIMS Bhopal**

Tender Consumables No.	Name of the Consumables(as per the Tender Schedule of Requirement Annexure-I)	QTY	Make & Brand Quoted	Indian/ Imported / Country of Origin	Catalogues YES/NO	Demonstration Yes / no
	<b>ELISA KIT</b>					
i	Norovirus.	24 Kit				
II	Campylobacter	24 Kit				
iii	Chlostridium difficile Toxin A and B	24 Kit				
iv	Verotoxin 1 & 2 of E. coli	24 Kit				
v	Cryptosporidium parvum and Cryptosporidium hominis	24 Kit				

**Note:**

1. Procurement of Elisa Kits on two years rate contract basis and extendable for further one year.
2. Price comparison will be made on composite rate basis and rate contract will be awarded to Item wise L1 lowest quoted bidder subject to negotiation of price to match the individual prices of L-1 bidder.
3. The Supply is required to be executed according to requirement form Principal Investigator.
4. Approx. number of tests per year as mentioned above may increase or decrease as per the requirements or patient load.
5. Kits should be ISO/FDA/ CE/IVD (whatever applicable) International certified only and same will be accepted as per specifications.

Signature, Name of Authorized Person of the Bidder with seal

Date:.....

Place:.....

Contact Cell No. : .....

Email ID : .....

**Name of the E-Tender: Rate Contract of Supply for Elisa Kit to the  
Department of Microbiology, AIIMS Bhopal**

**Required Technical Specification**

S. No.	Consumables Name	Consumables Description with its brief	Qty.	Unit
1.	<b>Elisa Kit</b>	<p align="center"><b><u>ELISA kit specifications</u></b></p> <p><b>I.</b> Bids are invited from empaneled vendors for supply of antigen detection ELISA kits for</p> <p>A. <i>Norovirus</i>.  B. <i>Campylobacter</i>  C. <i>Clostridium difficile</i> Toxin A and B  D. Verotoxin 1 &amp; 2 of <i>E. coli</i>  E. <i>Cryptosporidium parvum</i> and <i>Cryptosporidium hominis</i></p> <p><b>II.</b> The ELISA kit shall conform to following specifications:</p> <p>24. The ELISA kit must be ISO/CE /IVD / FDA approved /certified.</p> <p>25. The ELISA kit should be designed for qualitative detection of virus/ bacteria/parasite antigen in human stool.</p> <p>26. The ELISA kit / its components shall be non-infective.</p> <p>27. The kit should be provided with the following materials and reagents:  Antibody coated break way microwells (12x8=96 wells)  OR (12x4=48 wells). Desiccant should be provided for storing the unused micro wells which are to be resealed immediately.  Monoclonal antibody shall be conjugated with appropriate enzymes.  Chromogenic substrate in buffer  Positive Control in the form of recombinant antigen with preservatives and in comparable / appropriate sample matrix.  Appropriate reference controls.  Sample diluents  Wash buffer  Kit insert specifying the analytical sensitivity, range of linearity, coefficient of variation and detection limit.</p> <p>28. The time required for performing the test for detection by ELISA should not exceed 4 hours.</p> <p>29. The ELISA kit for detection of intended analyte should have a sensitivity of &gt; 90% and specificity of &gt; 95% as compared to the applicable gold standard.</p> <p>30. The kit should have a shelf-life of at least 6 months from the date of delivery to AIIMS Bhopal, when stored at temperature recommended by the manufacturer.</p> <p><b>31.</b> Transportation should be under cold chain.</p>	As per requirement / Min 24 Kits/Year	Nos.



**CHAPTER- 4**

**Name of the E-Tender: Rate Contract of Supply for Elisa Kit to the Department of Microbiology, AIIMS Bhopal**

**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 Consumables 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 demonstration of the Consumables on request preferably within the medical college premises to duly constituted committee. Failure to arrange for a demonstration 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 XIV 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 27 months) and extendable of extension of the rate Contract.
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/us will be valid for a period of Two year from the date of commencement of the rate contract (in the format given in Annexure-XV) or for extended period as mutually agreed upon. I/we undertake to supply the required Consumable within 35 days for Indian make and within 90 days in respect of imported. 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 items supplied are as per Demonstration/Catalogue/technical literature description.
13. 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.

14. 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.
15. I/We undertake supply of free of Cost Consumables for running of Consumables for three Months period with each of supplied Consumables for make it operational at the AIIMS Bhopal site.
16. I/We undertake to supply the all Literature (Log Book/Maintenance Record/Troubleshooting/Operation Manuals etc.) supplied with each of Consumables by Principal Manufacturer in Original to AIIMS Bhopal.
17. I/We undertake to calibrate Consumables as per requirement and frequency as indicated in the Annexure-III Technical Specification of Item's for ensuring optimum operation of Consumables at the AIIMS Bhopal site.
18. 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 the Item/stores at the prices and rates not exceeding those mentioned in the Financial Bid.
19. I/we have necessary infrastructure for the maintenance of the Consumables and will provide all accessories/spares as and when required.
20. I/we also declare that in case of change of Indian Agent or for any other change. Merger, dissolution solvency etc. in the organization of our foreign principles, we would take care of the Guarantee/Warranty/Maintenance of the machinery/Consumables and have provided written confirmation for the same.
21. I/we undertake to get the Consumables replaced within 48 hours of the receiving of the complaint from the Hospital failing which a penalty at the rate of 500/- per day from pending bill/Bank Guarantee before releasing the same to us after 27 months.

**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.....

**Chapter - 5**

**Name of the E-Tender: Rate Contract of Supply for Elisa Kit to the Department of Microbiology, AIIMS Bhopal**

**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

**CHAPTER - 6**

**Name of the E-Tender: Rate Contract of Supply of Elisa Kit for Department of Microbiology, AIIMS Bhopal**

**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	Consumables 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 <b>Undertaking for acceptance of all Terms &amp; Conditions</b> mentioned in this E-Tender on Non Judicial Stamp Paper worth of Rs. 100/- as per <b>Annexure – IV</b> , duly attested by notary public			
C	Original copy of <b>Undertaking for Criminal Liability</b> on Non Judicial Stamp Paper worth of Rs. 100/- as per <b>Annexure – V</b> , 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 2014-15, 2015-16, 2016-17).			

I	<p>Signed and attested legible scanned copies of average Turnover for during last three Financial Years (FY2014-15, 2015-16, 2016-17) of the participating firm for each participating Consumables 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 Consumables as per mentioned below must uploaded in E-Tendering solution:-</p> <p><b>The scanned copy of the Last Three Financial Years (FY 2014-15, 2015-16, 2016-17).),</b> Turnover figures clearly showing duly signed, Stamped by the Company Secretary/Chartered Accountant in the Letter Head must require to be uploaded.</p>			
J	<p>Signed &amp; 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 be uploaded in support for necessary verification on e- Tendering solution.</p>			
K	<p><b><u>MANDATORY DOCUMENTS SELF ATTESTED:</u></b></p> <ol style="list-style-type: none"> <li>1. Bank Name:</li> <li>2. Account No.:</li> <li>3. IFSC Code:</li> <li>4. Aadhaar No.</li> <li>5. Vender Registration Form</li> </ol>			
(2)	<p><b>Hard copies of documents to be submitted on or before closing date as per e-tendering solution in the Sealed Envelope super scribing "Technical Bid" with e-Tender ID: (Absence of the any documents tender may be rejected).</b></p> <p>Serial Number of submitted documents should be in sequence as mentioned below:</p> <ol style="list-style-type: none"> <li>(I) Original Catalogues properly numbered should be submitted as hard copies</li> <li>(II) Original copies of Technical Literature/Catalogues for each Consumables quoted duly put code number (if any) of items as per tender Consumables list given in <b>Schedule of Requirement/Technical Bid (Annexure-III)</b> on each catalogue/literature document. Non submission may lead to non- consideration of the bid for that item. In sealed in envelop</li> <li>(III) Legible Scanned copy of List of the items with its make, model &amp; country of origin without indicating prices (i.e. un-priced list of participated items) by interested Bidder for Technical Evaluation purpose on those items he want to participate as per the Schedule of Requirement given in <b>"Annexure-III"</b> of this e-Tender Enquiry.</li> </ol>			
(3)	<p><b>Legible Scanned Copies of Documents required to be uploaded on e- tendering solution:-</b></p>			
I.	<p>Signed &amp; Legible scanned copy of the Technical bid <b>"Annexure-III"</b></p>			
II.	<p>Legible Scanned copy of Declaration in case of manufacturer or Scanned &amp; Attested copy of current contract/Authorization – between manufacturer and distributor /bidder as the case may be in the format given at <b>"Annexure-XII"</b>.</p>			

III.	Signed and Legible scanned copies of Declaration / authorization from the manufacturer should be submitted for every quoted Consumables/ item. However, if the bidder is quoting more than one item/Consumables of the same make, single authorization mentioning the name of items / Consumables from the manufacturer is sufficient.			
IV.	Signed & Legible scanned copies of previous Orders, Installation executed by them for identical/similar stores for any Government Hospital /Govt. Institution of India/PSUs, with copies thereof, in the last three years.			
V.	Signed and Legible Scanned copies of valid certifications from competent authority with clearly showing validity date in respect of quoted item:- ISO/ FDA/CE/IVD (As applicable)			
VI.	In case of imported stores, Bidder should submit scanned and signed copy of authorization of agency agreement elaborating on the responsibility of foreign supplies / principal and service to the Bidder by the Indian Agent giving details of services available in India.			
VII.	Signed and scanned copies of other documents as mentioned in point (1) (I) & (II) above (i.e. Product Catalog, Technical Details, Specifications etc.) that are statutorily/technically relevant and supportive to bid documents must also uploaded.			

\*Note:(v) 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

Name of the E-Tender: Rate Contract of Supply for Elisa Kit of the Department of Microbiology, AIIMS Bhopal

(This format on letter head to be filled up by the bidder and put in separate Financial Bid envelope (Part-II))

#### Description of Elisa Kits to be procured under Rate Contract

S.No.	Description of kits	HSN Code	QTY (No of Kit per Pack)	Rate per Rs.		% of GST per Kit	Net Rate per kit inclusive of all taxes Rs.	Cost per Kit Inclusive of all taxes Rs.	Rates (In words)
				Pack	Kit				Rs.
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	
1.	Norovirus								
2.	Campylobacter								
3.	Clostridium difficile Toxin A and B								
4.	Verotoxin 1 & 2 of E. Coli								
5.	Cryptosporidium paravum and Cryptosporidium hominis								

**Note:**

1. Rates to be quoted should be on destination basis.
2. The rates quoted by the bidder in Financial Bid should be INR only, typed or neatly handwritten and cutting/overwriting/white fluid application etc. should also be avoided in the Financial Bid. The bidder shall either quote the rates or write 'NIL, if not applicable. In case, any column of Financial Bid is found blank, it shall be considered as 'NIL'.
3. The Supply is required to be executed according to requirement of Principal Investigator time to time.
4. The bidder shall quote all rates in Indian Rupees in words and figures as per above prescribed format on their letter head.
5. The rates quoted by the bidder should be inclusive of applicable taxes if any, otherwise it will be presumed that the rates quoted by the bidder are inclusive of such taxes.
6. The bidder will indicate the source of import i.e. name & address of the manufacturer/ principal from whom the items are to be imported.

Signature of the bidder with full address & 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. NO.	NAME OF DOCUMENT REQUIRED TO BE UPLOADED*	YES	NO	Remarks
( 1 )	<p>Rates for the consumables should be quoted in the given format “Annexure VII”, the and free of Cost Consumables for three months period is required to be supplied by the Tenderer with Consumables for make it operational at the AIIMS Bhopal site needs to be supplied on free of cost by the Bidder Agency.</p> <p>All quoted rates should be inclusive of freight charges, packing charges, forwarding &amp; insurance Charges, Transportation, 5 Years Onsite Warranty inclusive of all, GST etc. and free of Cost Consumables for three months period is required to be supplied by the Tenderer with Consumables for make it operational at the AIIMS Bhopal site including all required accessories and in-situ works (like civil, plumbing &amp; mechanical works etc) in case of item supply which needs consumables/such kind of in-situ works for their day to day smooth functioning at respective location in the user department at AIIMS Bhopal site.</p> <p>GST will be applicable as per the Govt. Policy.</p>			
( 2 )	The rates should be quoted in Indian Rupees in figure as well as in words only.			

\*Note:(v) in applicable column.

[For office use only] Bid is Accepted/rejected

Signature -----

Signature -----

signature -----

with name & date

with name & date

with name & date



**Name of the E-Tender: Rate Contract of Supply for Elisa Kit to the  
Department of Microbiology, AIIMS Bhopal**

**TERMS & CONDITIONS OF SUPPLY ORDER'S**

1. The store should be supplied strictly in accordance with the supply order and with the approved specification/ Consumables demonstrated.
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. For Indian goods supply time will be 35 days and for imported items 90 days.
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

Name of the E-Tender: Rate Contract of Supply for Elisa Kit to the Department of Microbiology, AIIMS Bhopal

# 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, \_\_\_\_\_ who

are proven and reputable manufacturers of \_\_\_\_\_

(name and description of Item/Stores offered in the tender) having factories at \_\_\_\_\_

\_\_\_\_\_ hereby authorise 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 Item/Stores 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 Item/Stores manufactured by us.

We also hereby confirm that we would be responsible for the satisfactory execution of contract placed on the authorized agent including availability of Spares parts for the period of 10 years for supplied Consumablesto AIIMS Bhopal.

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.

**Name of the E-Tender: Rate Contract of Supply for Elisa Kit to the Department  
of Microbiology, AIIMS Bhopal**

**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 180 Days (One Eighty days) after the period of tender validity (365 Days) i.e. total validity of EMD should be 12 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** \_\_\_\_\_

**Name of the E-Tender: Rate Contract of Supply for Elisa Kit to the  
Department of Microbiology, AIIMS Bhopal**

**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 (Item/Stores and services) (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 27 (Twenty Seven) months from the date of satisfactory installation of the Item/Stores in 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

**RATE CONTRACT AGREEMENT FORMAT**

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

**Name of the E-Tender: Rate Contract for Supply of Elisa Kit to the Department of Microbiology, AIIMS Bhopal**

This agreement is made at **Bhopal** on the \_\_\_\_\_ **day of Two Thousand Eighteen** between **Director, All India Institute of Medical Sciences(AIIMS), 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 purchase Elisa Kit through the rate Contract from M/s..... under Tender ID No. \_\_\_\_\_ and subsequent Amendment /Corrigendum (if any issued) NOA to AIIMS Bhopal as per the terms and conditions stated below:-

- Brief particulars of the supply of rates approved and accepted by the AIIMS Bhopal (First Party) for supply of Consumable which shall be supplied/ provided by the ..... Agency (Second Party) are as under:

Tender Consumables No.	Name and Brief description of Item, make, model, country of Origin and Standard Accessories offered with main item	Unit Pack/Kit	Approved Unit Rate (Rs.)	Terms of delivery Destination basis (FOR)
<b>1.</b>	<b>ELISA KIT</b>			
	Norovirus.			
	Campylobacter			
	Chlostridium difficile Toxin A and B			
	Verotoxin 1 & 2 of E. coli			
	Cryptosporidium parvum and Cryptosporidium hominis			

Above quoted unit rates of Second Party are firm and on destination basis inclusive of all Taxes/Statutory Expenses, if any require, for AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP) in the respective user Department has been accepted with response to the referenced Tender on Rate Contract basis as per the Terms & Conditions mentioned on the same by the First Party.

THIS AGREEMENT will take effect from \_\_\_\_\_ **Day of \_\_\_\_\_Two Thousand Eighteen** and shall be valid for **Two 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:

For and on behalf of the **'Agency'**

Signature of the authorized Official

Name of the Official

Stamp / Seal of the **'Agency'**

SIGNED, SEALED AND DELIVERED

By the Said

\_\_\_\_\_ Name

on behalf of the **'Agency'**

in presence of

Witness 1: \_\_\_\_\_

Name : \_\_\_\_\_

Address: \_\_\_\_\_

Witness

2: \_\_\_\_\_

Name : \_\_\_\_\_

Address: \_\_\_\_\_

For and on behalf of the **"Director, AIIMS Bhopal"**

Signature of the authorized Officer

(K. Venkateshwarlu)

Sr. Proc. cum Store Officer

By the said

Name

on behalf of the **"Director, AIIMS Bhopal"**

in presence of

Witness

1: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Witness

2: \_\_\_\_\_

**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	
<p>DATE :...../...../2018</p> <p>PLACE :.....</p> <p>Department Name: _____</p> <p style="text-align: right;">VENDOR SIGNATURE WITH SEAL</p> <p style="text-align: right;">Forwarded by HOD/In charge</p>		

**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