NOTICE INVITING TENDER

Tender No. AIIMS BHOPAL/STORES/MED COLLEGE/ANATOMY ITEMS/ 2013-14/01 Dated 07.09.2013

The Admn Officer, AIIMS Bhopal, on behalf of Director, AIIMS Bhopal, invites sealed tender on “TWO BIDS (TECHNICAL & FINANCIAL) SYSTEM” in prescribed tender forms from Manufacturing Company or Authorized Distributor or Authorized Dealer for Supply, Installation and Commissioning of Equipment required in ANATOMY Department at Medical College, AIIMS Bhopal.

Detailed Description and Term & Conditions of Tender Document may be seen and downloaded from AIIMS Bhopal website www.aiimsbhopal.edu.in or may be obtained directly from the Office of Stores Officer, 1st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462024 (MP) on any working day from 7th Sept 2013 to 24th Sept 2013 from 10.00 Hrs to 17.00 Hrs on payment of Tender Document Cost Rs. 2100/- (Non Refundable) including VAT@5% in the form of DD/Banker’s Cheque from any Nationalized Scheduled Bank in favour of “Director, AIIMS Bhopal”). Last date of submission of tenders is 25th Sept 2013 (Upto 14.00Hrs) in the Tender Box Kept in the Office of Stores Officer at AIIMS Bhopal.

Admn Officer
ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOJPAL

Tender No.:
AIIMS BHOPAL/STORES/MED COLLEGE/ANATOMY ITEMS/ 2013-14/01
Dated 07.09.2013

Name of work:
Supply, Installation and Commissioning of Equipment in ANATOMY Department, Medical College of AIIMS BHOPAL.

COST OF TENDER FORM : Rs. 2100/-
(Rupees Twenty One Hundred Only)
Non-Refundable inclusive of @5% VAT

EARNEST MONEY DEPOSIT : Rs. 5,000/-
(Rupees Five Thousand only)
Non-Interest Bearing
Tender No.: AIIMS BHOPAL/STORES/MED COLLEGE/ANATOMY ITEMS/13-14/01
Dated 07.09.2013

ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
Saket Nagar, Bhopal-462024 (M.P.)

Schedule of Tender

Tender for Supply, Installation and Commissioning of Equipment in ANATOMY Department, Medical College of AIIMS BHOPAL.

<table>
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<tr>
<th>Sr No</th>
<th>Schedule</th>
<th>Particulars</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Cost of Tender Form (Non-Refundable) inclusive VAT@5%</td>
<td>Rs. 2100/-</td>
</tr>
<tr>
<td>2</td>
<td>Start Date for Sale of Tender</td>
<td>7th Sept 2013; 10.00 to 17.00 Hrs. on each working day</td>
</tr>
<tr>
<td>3</td>
<td>Last Date for Sale of Tender</td>
<td>24th Sept 2013</td>
</tr>
<tr>
<td>4</td>
<td>Date, Time &amp; Venue for Pre Bid Conference</td>
<td>16th Sept 2013; 15.00 Hrs. at 1st Floor, Board Room, Medical College, AIIMS Bhopal, Saket Nagar Bhopal.</td>
</tr>
<tr>
<td>5</td>
<td>Date for Submission for Tender</td>
<td>25th Sept 2013; 14.00 Hrs.</td>
</tr>
<tr>
<td>6</td>
<td>Date for Opening of Technical Bid</td>
<td>25th Sept 2013; 15.00 Hrs.</td>
</tr>
<tr>
<td>7</td>
<td>Earnest Money Deposit (Bankers Cheque/DD(non-Interest Bearing)/FDR in favour of “Director, AIIMS Bhopal”)</td>
<td>Rs 5,000/-</td>
</tr>
</tbody>
</table>

Note:-
1. The details of tender terms & conditions are mentioned in Tender Form.
2. Tender Form can be purchased from Office of Stores Officer, AIIMS Bhopal by paying Cost of Bid Document of Rs.2100/- (Non Refundable) inclusive of VAT@5% through Banker’s Cheque/ Demand Draft of any Scheduled National Bank drawn in favour of “DIRECTOR, AIIMS, BHOPAL” payable at BHOPAL or downloaded from website www.aiimsbhopal.edu.in. (The bid document consisting of specifications, the schedule of
quantities of equipment to be supplied and installed set of terms and conditions of the contract
to be complied with and other necessary documents). Those who download the tender
document from website should enclose a DD of Rs. 2100/-, along with their tender bid as a
cost of Tender Form (NON-REFUNDABLE) INCLUSIVE OF VAT@5% BY WAY OF SEPARATE
DEMAND DRAFTDRAWN IN FAVOUR OF “DIRECTOR, AIIMS BHOPAL” AND THE SAME
SHOULD ESSENTIALLY BE ENCLOSED ALONG WITH THE TECHNICAL BID. THE BIDDERS
SHOULD SPECIFICALLY SUPERSCRIBE, “DOWNLOAD FROM THE WEBSITE” ON THE
TOPLEFT CORNER OF THE OUTER ENVELOPE CONTAINING TECHNICAL BID & PRICE BID
SEPARATELY. IN NO CASE, THE TENDER COST FEE SHOULD BE MIXED WITH EMD
AMOUNT. THE TENDERS NOT FOLLOWING THE ABOVE PROCEDURE WILL BE
SUMMARILY REJECTED.

2. The Director, AIIMS Bhopal reserves the right to reject any or all tenders without assigning
any reasons whatsoever.

3. For detailed notice & Eligibility Criteria the website www.aiimsbhopal.edu.in may be seen.

Enclosed: General Terms & Conditions, Annexure I to VII

( Admn Officer )
AIIMS Bhopal

Copy to:
1. The Director, AIIMS, Bhopal
2. The Financial Adviser/Dy. Director (Admn)/HOD, ANATOMY Deptt./Stores Officer, AIIMS, Bhopal
3. Notice Board for wider publicity to local vendors
4. IT Head, AIIMS Bhopal with request for uploading this NIT on AIIMS Bhopal website
   www.aiimsbhopal.edu.in, www.aiimsbhopal.nic.in and CPP Portal www.eprocuregov.in for wider
   publicity.
General Terms & Conditions

Taxes, Terms and conditions for supply should invariably be indicated otherwise would be taken on its face value. The rates may be quoted on Financial Bid sheet and kept in separate envelope failing which the tender(s) will be rejected.

1. Mixed quotations will not be considered for acceptance.

2. TENDER SHOULD BE SUBMITTED IN TWO BID SYSTEM CONTAINING TWO PARTS AS DETAILED BELOW

   PART-I:-TECHNICAL BID IN ONE SEALED COVER ALONGWITH E.M.D/BIDSECURITY.

   PART-II:- PRICE BID/FINANCIAL BID IN ONE SEALED COVER.

   BOTH SEALED ENVELOPES SHOULD THEN BE PUT IN ONE OUTER COVER SUPERSCRIBING THEREON:

   a. Reference No. of the Tender _______________________________________
   b. Tender regarding ________________________________________________
   c. Due date for submission of the tender : _____________________________
   d. Due date for opening of the tender __________________________________
   e. Name of the firm _______________________________________________

   Please note that prices should not be indicated in the Technical bid. The pre-qualification documents including E.M.D./ Bid security as required in the tender document should invariably accompany the Technical bid.

   NOTE:- TENDERS SUBMITTED WITHOUT FOLLOWING TWO BID SYSTEM PROCEDURE AS MENTIONED ABOVE WILL BE SUMMARILY REJECTED.

3. The tenderers should give rates, showing taxes, if any, and levies, packing forwarding and transit insurance charges separately giving full breakup details. Tender not confirming to this requirement shall be rejected and no correspondence will be entertained whatsoever.

4. IN CASE OF IMPORT THE TENDERERS ARE REQUIRED TO QUOTE FOB & CIF VALUE SEPARATELY DULY MENTIONING THE BREAK-UP DETAILS FOR FREIGHT & INSURANCE. THIS CONDITION SHOULD BE STRICLY ADHERED TO, FAILING WHICH THEIR OFFER WILL BE SUMMARILY REJECTED.

5. THIS TENDER DOCUMENT IS NON-TRANSFERABLE and should be submitted only by the same party in whose name it has been issued/sold/downloaded from AIIMS Bhopal websites.

6. The bid document should be paged and a certificate may be provided on the covering letter indicating the number of pages submitted along with the bid. And for compliance the Certificate should be duly signed and stamped as per the format given in “Annexure-V(A)” must accompany with Technical Bid.

7. The compliance report of specification should invariably be provided indicating the fulfilment of each parameter of the specifications failing which the offer will be rejected.

8. The checklist may be furnished properly and page No. may be mentioned against each Serial Number.

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The Tender forms be clearly filled in ink legibly or type written giving full address of the tenderers. The tenderers should quote in figures as well as in words the rates amount tendered by him/them. Any discrepancy between the figures and words, the amount written in words will prevail. Alterations/overwriting, unless legibly attested by the tenderer, shall disqualify the tenders. The tenders should be signed by the tenderer himself/themselves or his/their authorized agent on his/their behalf (Authorization may be enclosed, if applicable).

THE UNDERTAKING (ANEXURE-IV DULY SIGNED SHOULD INVARIBLY BE FURNISHED/SENT ALONGWITH QUOTATIONS FURNISHED, FAILING WHICH THE TENDER SHALL BE REJECTED OUTRIGHTLY.

The tenderers should take care that the rates and amounts are written in such a way that interpolation is not possible, no blanks should be left which would otherwise, make the tender redundant.

The tenderers shall clarify/state whether he/they are manufacturer, accredited agent or sole representative indicating principal manufacturer’s name & address. The offers of firms who are not manufacturer or direct authorized agent will be summarily rejected. Sub-distributorship will not be accepted. The authorization shall be given in the format mentioned in “Annexure-V(B)”

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

EACH TENDER SHOULD BE ACCOMPANIED WITH AN EMD/BID SECURITY AMOUNTING TO Rs. Five Thousand Only (Rs. 5,000/-) SHOULD BE VALID FOR 6 MONTHS FROM THE DATE OF TECHNICAL BID OPENING BY WAY OF Banker’s Cheque/ Demand Draft (Non Interest Bearing) /FDR of any scheduled Nationalized Bank DRAWN IN FAVOUR OF “DIRECTOR, AIIMS BHOPAL”, FAILING WHICH THE TENDER SHALL NOT BE CONSIDERED FOR ACCEPTANCE AND WILL BE OUTRIGHTLY REJECTED. CASH/CHEQUE/NOT ACCEPTABLE AT ALL. THE EMD/BID SECURITY DEPOSITED AGAINST OTHER TENDERS CANNOT BE ADJUSTED OR CONSIDERED FOR THIS TENDER. NO INTEREST IS PAYABLE ON EMD/BID SECURITY.

In case of non-supply of items within the due date i.e. within the date of delivery, the Director, AIIMS, Bhopal will have the right to impose penalty @1% per week and subject to maximum @5% of the total Cost of the work, as deemed fit, to resort to risk purchase in full or part thereof at his/her discretion, his/her decision shall be final and binding.

Tenderer should ensure that the Equipment supplied to AIIMS Bhopal (Specially, which supports Electronic Reporting and Electronic Image/Picture), should be compatible for HL7 (Health Level Seven) and DICOM (Digital Imaging and Communications in Medicine) for Electronic Reporting and Electronic Image/Picture respectively. The necessary certificate copies with such equipment are invariably required to be submitted during supply of such equipment to the AIIMS Bhopal for its strict compliance, without producing requested certificate, the equipment shall not be accepted (if required/applicable).

The test certificate from approved laboratory must accompany the despatch document failing which goods received will not be inspected and accepted, Test Certificate must Conform to the Specifications as enclosed to Tender Document.

Rates quoted should be valid for 3 months from the date of opening of tender. It will be under discretion of the tenderer to increase duration of validity of rates after this period after receiving request from AIIMS Bhopal.

THE TENDERERS ARE REQUIRED TO DEPOSIT ORIGINAL CATALOGUE/ LEAFLETS/ BROCHURE /MONOGRAPH /LITERATURE FOR ITEMS QUOTED, CONFORMING TO THE SPECIFICATIONS WITH FULL TECHNICAL DETAILS. OTHERWISE DURING THE TECHNICAL EVALUATION, THEIR BIDS/OFFER CAN BE SUMMARILY REJECTED.
20 The Director, AIIMS Bhopal shall be the final authority to reject full or any part of the supply which is not conforming to the specification and other terms and conditions.

21 No payment shall be made for rejected Stores. Rejected items must be removed by the tenderers within two weeks of the date of rejection at their own cost and replace immediately. In case those are not removed, these will be auctioned at the risk and responsibility of the suppliers without any further notice.

22 Tenderers submitting tenders would be considered to have considered and accepted all the terms and conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the tender.

23 TENDER MAY BE REJECTED IF THE COPY OF VALUE ADDED TAX (VAT) REGISTRATION IS NOT FURNISHED (IF APPLICABLE).

24 The quantity shown in the tender can be increased or decreased either side depending upon the actual requirement at the time of order.

25 Any action on the part of the tenderer to influence anybody in the said Institute will be taken as an offence, he will not be allowed to participate in the tender enquiry and their offer will not be considered.

26 THE TENDERERS MUST QUOTE THEIR MATERIAL STRICTLY AS PER TENDER SPECIFICATIONS.

27 Genuine material should be supplied. Tenderers should indicate the source of supply i.e. name & address of the manufacturers from whom the items are to be imported, country of origin, country of Shipment etc., the manufacturers authorization certificate should accompany in the format given in “Annexure-V(B)”. 

28 The quoted material should be of Indian/International standards mentioned in specifications.

29 Supply of material means-supply at the site decided by AIIMS Bhopal. No separate charges will be paid separately on this account.

30 Local agents quoting on behalf of their foreign suppliers must attach valid authority letter in their favour. In case of distributor, the firm should be direct distributor from the principal manufacturers. In case the firm is neither manufacturer nor direct authorized dealer of the manufacturer, such offers will be summarily rejected.

31 The supplier must have at least 03 yrs experience of supplying such goods and shall have average annual turnover of Rs. 5 Lacs. during last three years ending by 31.03.2013. Three years annual accounts duly certified by Chartered Accountant/Company Secretary should be including with Technical Bid for verification.

The supplier shall also furnish a list of organizations where such item, have been supplied during the last three years along with performance certificate from concerned organization.

The Supplier should have executed at least 1 No. of Supply/Purchase Order worth not less than Rs. 5 Lakh or 2 Nos. of Supply/Purchase Orders worth not less than Rs. 3 Lakh each or 3 Nos. of Purchase Orders worth not less than Rs. 1 Lakh each for any Govt. Institution/Corporates customers for the supply and installation of similar nature items in the last Three Financial years(2010-2011, 2011-2012 and 2012-2013). A Certified Letter duly Signed and stamped by the Chartered Accountant/Company Secretary intimating 3 Financial Years Turnover and Profit and Loss Account compulsorily accompany with Technical Bid. Please enclose the relevant Orders copies for necessary reference along with Technical Bid Document.

32 PAYMENT TERMS: Payment shall be released after the successful delivery of the items and receipt of bill after deducting TDS as per Income Tax Rules and any other deductions as per Government
rules. Part payment can be released against supply of part quantity of the Items and their successful installation and commissioning, however the delivery of the entire items shall have to be completed within the stipulated period. 100% PAYMENT WILL BE MADE AFTER SUCCESSFUL SUPPLY, INSTALLATION & COMMISSIONING OF ENTIRE Equipment mentioned in Annexure-I at the location specified by the Purchaser and Supplier must accompany the certificate from user department for its successful installation and commissioning along with its payment claim in triplicate.

33. **Excise Duty:** It is payable only against the Gate Pass to be attached with despatch documents, payment of ED will be disallowed if the ED Gate Pass is not found enclosed to the despatch document.

34. **Performance Security Deposit:** Supplier must submit the Performance Guarantee for 5% value of the order as per the format given in Annexure-III with validity of Sixty Two months from the date of Installation before submitting his claim for payment. This Performance guarantee shall be in the form of Deposit at Call receipt of any scheduled bank/Banker’s cheque/ Demand Draft from any Scheduled Nationalized Bank or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank in accordance with the prescribed form valid for SIXTY TWO MONTHS FROM THE DATE OF SUCCESSFUL INSTALLATION OF EQUIPMENTS AT PURCHASER’S LOCATION. OTHERWISE 95% PAYMENT WILL BE RELEASED AFTER SUCCESSFUL SUPPLY, INSTALLATION AND COMMISSIONING OF THE EQUIPMENT AT PURCHASER’S LOCATION & BALANCE 5% PAYMENT/(or Performance Guarantee if submitted) WILL BE RELEASED AFTER SIXTY TWO MONTHS after full satisfaction of under signed. Payment shall be made through Account Payee Cheque or Electronic Clearing System only and the charges shall be deducted from the bill.

35. The tenderer may be a proprietary / partnership firm, limited company, Corporate Body, legally constituted and should have possess the valid required licences, registration etc. as per the law and should be valid for 12 months from the date of opening of tender.

36. At the time of opening of the Bid, Bidding parties or their authorized representatives can also be present. Only one representative on behalf of one tenderer shall be allowed to be present on the each occasion.

37. The other terms and conditions entrusted to the successful tenderer will be as follow:-

I. **Delivery Period:** The firm will have to deliver the entire quantity at AIIMS Bhopal / any place in AIIMS Bhopal Campus / at the place as directed by Stores Officer or his authorized representative. It can be at 3 or more places & can be at 1st to 4th floor in different stocks within 30 days w.e.f. the date of issue of Purchase/Supply Order (which will be sent on the same date via email and hard copy will be sent by speed post). Loading/unloading of goods, transportation, delivery shall be the responsibility of the firm and no extra cost should be quoted for the same.

II. **Penalty/Liquidated Damage:** In case of delay on the part of the vendor, penalty/Liquidated Damage @ 1% per week of the total order value will be deducted from the supplier’s bill subject to maximum of 5% without prejudice to other terms & conditions of the order.

III. **Specification:** The tenderer must confirm in writing that the goods supplied by them shall be as per specification of goods mentioned in schedule of quantities and in case of any variation, the contract shall be liable to be cancelled immediately.

IV. **Quality of goods:** The firm will be entirely responsible for quality of items. The supplier should replace the rejected/damaged Stores within 10 days, failing which legal action will be taken as deemed fit by the Department.

V. **User/Maintenance/Operating Manual:** The Firm will provide the necessary
User/Maintenance/Operating manuals with equipment during its Installation, Testing and Commissioning at AIIMS Bhopal.

VI. **Warranty (36 Months with Spares and Labour etc.)** : The above items should have at least Three year onsite Warranty including all spare parts and labour against any defect with effect from the date of delivery. The Tenderer should replace the defective or substandard material within one week time from the site of AIIMS Bhopal on receiving written intimation. If Tenderer has to fail the replace the defective or substandard material/equipment from the site within a week time, Penalty @1/2% per week of the cost of such substandard equipment may be deducted from Suppliers pending bills or from Performance Security, which so ever available with AIIMS Bhopal subject to maximum of 3%. No offer of the vendor will be accepted without warranty of their products.

VII. **Annual Maintenance Contract: Cost of AMC for 2 years after Warranty should also be mentioned in financial bid under separate head as per Annexure-VI. The cost of AMC will be added for evaluation purpose.**

VIII. After depositing of Performance Guarantee @5% of Order value in favour of “Director, AIIMS Bhopal” in prescribed format in the form of Bank Guarantee given in Annexure-III, EMD will be refunded. The performance guarantee deposit will be forfeited in case of violation of the terms and condition of the contract.

38. The Bid Security (EMD) of Rs. 5,000/- (Five Thousand only) without interest shall be returned to the unsuccessful bidders within 30 days after award of supply order to successful bidder.

39. All these items are to be provided as directed & approved by concerned authority.

40. **The bidders are advised to see AIIMS Bhopal Website (www.aiimsbhopal.edu.in) regularly as the Corrections /modifications in the Schedule of items, terms, conditions /NIT shall only be made through website at any time but before the last date of receipt of tender.**

41. The competent authority on behalf of Director, AIIMS Bhopal reserves the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.

42. The competent authority on behalf of the Director, AIIMS Bhopal does not bind itself to accept the lowest or any other bid and reserves the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.

43. The Courts of Bhopal will have jurisdiction over all legal disputes under this Agreement.

( Admn Officer )
AIIMS Bhopal.

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Annexure-I

Schedule of Quantity & Technical Specifications
<table>
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<tr>
<th>Item No.</th>
<th>Description and Technical Specification of the Item</th>
<th>Qty.</th>
<th>Unit</th>
</tr>
</thead>
</table>
| 1       | **Embalming Machine (IMPORTED TYPE)**  
- Provided with heavy castor’s for easy movement.  
- Embalming machine noiseless pump for suction and delivery at pre-set optimum pressure.  
- Fluid delivery rate 10 Ltrs/Hr.  
- SS Inner Tank with fluid capacity of 10-15 litres.  
- Complete SS outer body mounted.  
- Complete SS outer body mounted on castor’s  
- Grips provided for lifting.  
- Inbuilt Stand, fixed for mounting cannula tubing and mains cable.  
- Mains-on and in-use indication.  
- Maximum injection pressure range : 45-60psi.  
- Automatic shut-off.  
- Motor 1/6 hp  
- Standard voltage 220V/60Hz – AC  
- Power cord : 8-10 Ft, polarised, heavy duty.  
- Pulsation feature-preferable.  
- Inbuilt fluid level indicator.  
- Pressure gauge.  
- Uses any Fluid indicating phenol and cavity fluid.  
- Automatic rate of flow adjuster.  
- Hose type and connection; Neoprene and quick disconnect (leak proof when disconnected).  
- Threaded stopcock for cannula connection.  
- 3 years unconditional onsite warranty with spares and labour.  
- Free demonstration, Supply and Installation at AIIMS Bhopal and Training to the departmental staff. | 1    | No.  |
| 2       | Articulated skeleton ( Human, original ) - male                         | 5    | Nos. |
| 3       | Articulated skeleton(Human, original ) - female                        | 5    | Nos. |
| 4       | Articulated skeleton( Human, original ) - Pediatric                     | 5    | Nos. |
| 5       | Disarticulated Human skeleton - original and all bones of the body, both sides | 30   | Sets |
| 6       | **DISARTICULATED SKULL 14 PARTS**                                      |      |      |
| 6.1     | Frontal Bone – 1 Number                                                 | 1    | No.  |
| 6.2     | Parietal Bone – 2 Number                                                | 2    | Nos. |
| 6.3     | Occipital Bone – 1 Number                                               | 1    | No.  |
| 6.4     | Temporal Bone – 2 Number                                                | 2    | Nos. |
| 6.5     | Sphenoid Bone – 1 Number                                                | 1    | No.  |
| 6.6     | Mandible Bone – 1 Number                                                | 1    | No.  |
| 6.7     | Nasal Bone – 2 Number                                                   | 2    | Nos. |
| 6.8     | Maxilla Bone – 2 Number                                                 | 2    | Nos. |
| 6.9     | Zygomatic Bone – 2 Number                                               | 2    | Nos. |
Please note:
1. All original human bones adequately cleaned and prepared, in good condition for teaching purposes.
2. No markings for muscular attachments should be made on the skeleton
3. Stand for articulated sets
4. Appropriate documents of legal clearance, for transportation, where applicable.
Annexure -II

PARTICULAR SPECIFICATION

&

SPECIAL CONDITIONS

1. GENERAL

Wherever any reference to any Indian Standard Specification occurs in the documents relating to this contract, the same shall be inclusive of all amendments issued there-to or revisions thereof, if any, up to the date of receipt of tenders.

2. Handling and Stacking

Material shall be protected against any damage during transportation, the Bidder shall arrange the Transit Insurance of Goods from Suppliers warehouse to Consignee Site, Loading and Unloading shall be carried out with utmost care on his own cost. On receipt of materials at site, each of items shall be carefully inspected by the Competent Accepting Authority to detect any damaged or substandard pieces. Arrangements shall be made for expeditious replacement of damaged or substandard pieces. It is must for Vendors to ensure that the materials dispatching for supply to AIIMS-Bhopal are properly packed in strong packaging for protecting the consignment, so as to avoid damage/pilferage in transit to detention under normal handling. The clear marking in the outer surface of packaging must contain the PO Number and the address of the Consignee in 2-3 sides through permanent marker/affix through good quality of glue.

3. If required / felt by AIIMS Bhopal, a tender evaluation committee / purchase committee shall examine the samples of these items, analyse and compare the rates quoted by bidders and shall decide the tender.
FORMAT FOR PERFORMANCE BANK GUARANTEE

To,

The “Director”,
All India Institute of Medical Sciences (AIIMS) Bhopal
Saket Nagar, Bhopal- 462 024 (MP) INDIA

WHEREAS _____________________________ (Name and address of the supplier) (Hereinafter called “the supplier”) has undertaken, in pursuance of contract no________________________ dated _____________ to supply (description of goods 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 by a scheduled commercial bank recognised by you 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 62 (Sixty Two) months from the date of satisfactory installation of the equipment 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 Branch
Annexure - IV

UNDERTAKING

I......................................................... S/o .................................................................

R/o .......................................................................................do hereby solemnly affirm as under :-

1. That, I am a Partner / Proprietor / Authorized Dealer/ representative of M/s ..................................................

2. That the firm has not been black listed in the past by any government / private / organization.

3. That the firm has no vigilance case/CBI/FEMA case pending against him.

4. That the firm is not supplying the same item at the lower rate quoted in the tender to any Govt. organization or any other institute.

Signature & Seal of the bidder(s)

Dated: .................................

Place : .................................
Subject: Supply, Installation and Commissioning of ANATOMY Department Equipment at Medical College of AIIMS Bhopal.

Name of the party in whose favor the Tender form has been issued: ________________________________________________

To,

The Director,
All India Institute of Medical Sciences Bhopal,
Saket Nagar, Bhopal-462024 (MP)

Dear Sir,

1. I/We hereby submit our tender for the aforesaid supply.

2. I/We now enclosing herewith the EMD by the way of Banker’s Cheque/Demand Draft/FDR No……………………… dated……………….Issued By Bank………………………………

For Rs. 5,000/- (Rupees Five Thousand Only) drawn in favour of the “DIRECTOR, AIIMS, BHOPAL” towards EMD by the way of Banker’s Cheque/Demand Draft/FDR (TENDERERS THOSE WHO DO NOT ACCOMPANIED EMD ALONGWITH THE TECHNICAL BID, THEIR BID SHALL BE SUMMARILY REJECTED).

3. I/We have gone through all terms and conditions of the tender documents before submitting the same.

4. I/We hereby agree to all the terms and conditions, stipulated by the AIIMS Bhopal, in this connection including delivery, warranty, penalty etc.

5. I/We have noted that overwritten entries shall be deleted unless duly cut & re-written and initialled.

6. Tenders are duly signed (No thumb impression should be affixed).

7. I/We undertake to sign the contract/agreement, if required, within 5 (Five days) from the date of receipt of the letter of acceptance, failing which our/my Earnest money deposited may be forfeited and our/my name may be removed from the list of suppliers at the AIIMS Bhopal-24.

8. In case tender documents are downloaded from AIIMS Bhopal Website www.aiimsbhopal.edu.in by the firm then following certificates should also be signed by the tenderer – “Certified that we have downloaded the tender document from AIIMS Bhopal Website www.aiimsbhopal.edu.in and for any difference in contents from original document we shall be fully responsible and understand that rate contract awarded, if any, may be terminated by AIIMS on this account. Tenderer must be enclose a separate DD of Rs. 2100/- in favour of “Director, AIIMS Bhopal” payable at Bhopal on account of

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Tender No. : AIIMS Bhopal/Store/Med College/Anatomy Items/2013-14/01 Dated 07.09.2013

Tender Cost (Non Refundable) including VAT@5% and it must be accompanied with Technical Bid Documents in Technical Bid Envelope. In those Tenderer’s bid (which is downloaded by Tenderer from the AIIMS Bhopal website www.aiimsbhopal.edu.in, the Tender Cost in the way of Demand Draft of Rs. 2100/- (Non Refundable) including VAT@5% in favour of “Director, AIIMS Bhopal” will not found, are summarily subjected for rejection without assigning any region.

We agree to keep the tender open for Ten (10) days from the due date of its opening/ninety days from the date of opening of financial bid in case tenders are invited on 2 envelop system (Strike out as the case may be) and not to make any modification in its terms and condition.

I/We have read and examined the notice inviting tender, specifications applicable, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

NOTE: ALL TERMS & CONDITIONS SUCH AS TAXES ETC, HAS BEEN INDICATED IN THE TENDER FAILING WHICH IT WILL BE PRESUMED THAT THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully

Signature of Tender(s) with full Address.

WITNESS______________________________

WITNESS______________________________
MANUFACTURER’S AUTHORIZATION LETTER

To,
The Director,
AIIMS Bhopal,
Saket Nagar, Bhopal-462 024 (MP)

Dear Sir,

Tender No.:

We ___________________ an established and reputable Manufacturers of _________________ having factories at ___________ and ________ do hereby agree to supply ________________ confirming to the required specification and required quantity to M/s ____________________ (Bidder) as offered by them to Supply, Install, Test and Commission against the above stated Tender. This is also certified that M/s _____________________________ is our authorized distributor / importer since ____________ (month & year should filled), and his performance is satisfactory.

We hereby extend our full guarantee and warranty including ensuring the availability of spare parts for 10 years period from date of installation of equipment to AIIMS Bhopal and agreed for comply the Clause 27 and Clause 37 (VI) of the General Conditions of Contract for the supply against this invitation for Bid by the above firm.

Yours faithfully,

(name)
for and on behalf of M/s ____________________________ (Name of manufacturers)

Note: This letter should be signed by a person competent and having authority to sign on behalf of manufacturer, and should be on manufacturer Letter Head and same will be kept with Technical Bid Envelope.
### Financial Bid

(Bidder must submit Financial Bid in separate envelope and clearly mention Financial Bid in Bold Letters in the top line of the envelope in the following format)

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description of Equipment as per Technical Specifications mentioned in the Annexure-I</th>
<th>Quantity</th>
<th>Unit</th>
<th>Basic Cost per Unit (in Rs.)</th>
<th>Add Taxes and others Expenditure per unit (in Rs.)</th>
<th>Less Discount Offered (if Any) per unit (in Rs.)</th>
<th>Total unit Cost (FOR Destination) (in Rs.)</th>
<th>Total Cost for Quantity given in Column (3) (in Rs.)</th>
<th>AMC Cost for 2 Yrs. After the 3 Yrs. Free of cost on site Warranty/ Guarantee for Quantity given in Column 3 (in Rs.)</th>
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</table>

Percentage of Discount (if any) offered by Manufacturer/ Dealer on Final Offer Cost …
Final Cost after Discount ………………………………………………………………………………………………………

(Signature of the Tenderers with Seal& Date)

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### CHECK LIST FOR TERMS & CONDITIONS/DOCUMENTS

(To be filled by the Tenderer and attached with the Technical bid Document in Technical Bid Envelope)

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Description</th>
<th>Yes / No</th>
<th>Attached at Page No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Details of Demand Draft /Banker’s Cheque(Bank name/ Amount/ Date ) of Rs. 2100/- on account of Tender Form Cost (Non Refundable ) including of VAT@5% in favour of “Director, AIIMS Bhopal” is enclosed with Technical Bid documents in Technical Bid Envelope.</td>
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<td>2</td>
<td>Details of EMD/Bid Security Demand Draft /Banker’s Cheque/FDR (Bank name/ Amount/ Date) of Rs. 5,000/- on account of EMD/Bid Security in favour of “Director, AIIMS Bhopal” is enclosed with Technical Bid documents in Technical Bid Envelope.</td>
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<td>4</td>
<td>Financial Bid/Price Bid as per “Annexure-VI” contain all requested information duly Signed and Stamped must kept in Financial Bid Envelope.</td>
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<td>5</td>
<td>VAT Registration Certificate (enclose a copy of VAT Registration)</td>
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<td>6</td>
<td>Quotation being submitted directly by the manufacturer or authorized distributor ( enclose the necessary documentary proof) as per the format enclosed at “Annexure-V(B)”</td>
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<td>7</td>
<td>In case of Authorized distributor authority letter from manufacturer /principle is enclosed.</td>
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<td>8</td>
<td>Copies of Financial Turnover (Rs. 5 Lack) for last Three years, Duly signed and stamped copies of Chartered Accountant/Company Secretary is enclosed, A letter from Chartered Accountant for intimating the last three financial years Turnover figures and Profit and Loss Account Figures must accompany with Technical Bid.</td>
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<td>9</td>
<td>Performance report/ List of organization(S) for supply of similar nature items, the copies of Supply/Purchase Orders are enclosed.</td>
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<td>10</td>
<td>Duly signed and stamped undertaking that</td>
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<td></td>
<td>I. The firm has not been black listed in the past by any government/private/ organization.</td>
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<td>II. The firm has no vigilance case / CBI / FEMA case pending against him.</td>
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<td>III. The firm is not supplying the same item at the lower rate quoted in the tender to any Govt. organization or any other institute.</td>
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<td>11</td>
<td>Literature / original Catalogue of the product attached.</td>
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<td>12</td>
<td>Compliance statement with relation to Tender specifications</td>
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<tr>
<td>13</td>
<td>Quality Certification documents as per tender terms &amp; Conditions/ Specifications. Please specify</td>
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<td>14</td>
<td>The bids are numbered with pages from _________________ to ________________.</td>
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</tbody>
</table>

I /We have enclosed all the required documents at pages indicated above. In case above documents are not found enclosed, my/our quotation may be summarily rejected.

Signature & Seal of the bidder(s)

Details of the bidders:-

Name of the firm:-

Full Address for communication:

Phone No :-

Fax No :-

E- Mail Address :-

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