



**TENDER DOCUMENT
AWARD OF RATE CONTRACT
FOR SUPPLY AND INSTALLATION OF ELECTRIC APPLIANCES
AT AIIMS BHOPAL**

**Tender No.: 246 AIIMS Bhopal/Stores/RC/Electric Appliances/2015-16/01
Dated: 22/06/2016**

Date of Issue of Tender Document	:	22.06.2016
Last Date of Submission of Tender	:	22.07.2016
Cost of Tender Document	:	Rs. 1050/- (Non-Refundable) by the way of Demand Draft in Favour of "Director, AIIMS Bhopal, Payable at Bhopal



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ALL INDIA INSTITUTE OF MEDICAL SCIENCES

साकेत नगर भोपाल (मध्यप्रदेश) – 462020
Saket Nagar, Bhopal (M.P.) – 462020
Website : www.aiimsbhopal.edu.in

NOTICE INVITING TENDER

Tender No.: 246 AIIMS Bhopal/Stores/RC/Electric Appliances/2015-16/01 Dated: 22/06/2016

On behalf of **Director, All India Institute of Medical Sciences (AIIMS) Bhopal**, **Sealed Tenders under two bid system are invited for award of rate contract for supply & Installation of Electric Appliances.**

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-462020 (MP) on any working day during 22.06.2016 to 21.07.2016 from 10.00 Hrs to 17.00 Hrs on payment of Cost of Rs. 1,050/- (Non Refundable) in the form of DD, of any Nationalized Bank in favour of “**Director, AIIMS Bhopal**”). Last date for submission of tenders is 22.07.2016 (Upto 14.00Hrs) which should be dropped in the Tender Box kept in the Office of the Stores Officer.

(Admn. Officer)



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NOTICE INVITING TENDER (NIT)

Tender No.: 246 AIIMS Bhopal/Stores/RC/Electric Appliances/2015-16/01 Dated: 22/06/2016

(1) On behalf of Director, AIIMS Bhopal, Saket Nagar, Bhopal – 462 020 (MP), the Admin Officer invites sealed tenders in Two Bid System (Technical bid and Financial bid) from reputed, branded eligible and qualified Manufacturer/ their Authorized Dealer for Supply and Installation of Items as shown below.

(2) Schedule of Requirement:-

Group No.	Brief Description of Electric Appliances (For detailed Technical Specs see Chapter-3)	Tentative Qty.	EMD (In Rs.)
1.	Refrigerators, Capacity: 180-200 Ltrs.	25	22,000.00
	Refrigerators, Capacity: 250-300 Ltrs.	13	
	Refrigerators, Capacity: 350-400 Ltrs.	9	
	Refrigerators, Capacity: 400-450 Ltrs.	2	
2.	LED Television (40" to 50")	25	25,000.00
3.	Auto Hand Dryer "2500W, Drying Time <10 sec"	43	26,000.00
4.	Fly Catcher	10	500.00

(3) Schedule of Tender

Sr. No.	Schedule	Particulars
1	Cost of Tender Form	Rs. 1050/- (One Thousand Fifty Only) Non Refundable in the Form of DD in favour of "Director, AIIMS Bhopal" from any Nationalized bank. Those who have downloaded the tender document should must accompany above Tender Document cost DD in Technical Bid Envelop.
2	Date of issue of Tender Document	22.06.2016
3	Pre Bid Tender Meeting (Date, Time & Venue)	04.07.2016 from 15.00 Hrs. onwards, at the Board Room, First Floor, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020(MP)
4	Last date of Sale of Tender Document	21.07.2016
5	Date of submission of tender	22.07.2016; 14.00 Hrs



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6	Date of Opening of Technical Bid	22.07.2016; 15.00 Hrs. In the Tender Box kept in the Office of the Stores Officer , 1 st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP)
7	Earnest Money Deposit	The DD/FDR/BG of EMD of Group Wise shown in clause 2 Schedule of Requirement is to be drawn in favour of “Director, AIIMS Bhopal”. In respect of successful bidder it will be returned after the submission of Performance Security Deposit to AIIMS Bhopal and Performance Security Deposit should remain valid for a period of 12 Months beyond the date of completion of all contractual obligations including 36 Months Warranty. Any other dues outstanding shall also be recovered from the Performance Security Deposit. In the case of unsuccessful Bidders, the EMD shall be refunded within 30 days of award of contract to successful bidder/bidders. (SSI Units registered with NSIC are exempted provided tendered item(s) is (are) included in NSIC registration Certificate.)

Note:-

1. The details of Tender Terms & Conditions are mentioned in Tender Document.
1. Tender Form can be purchased from **Office of Stores Officer, 1st Floor, E-Wing, Medical College Building AIIMS Bhopal by paying Cost of Bid Document of Rs. 1,050/- (One Thousand Fifty only) Non Refundable** in form of Demand Draft of any Nationalized Bank drawn in favour of **“DIRECTOR, AIIMS BHOPAL”** payable at BHOPAL from 22.06.2016 to 21.07.2016 in all working days from 10.00 Hrs. to 17.00 Hrs. except Saturday/Sunday/Holyday or downloaded directly from AIIMS Bhopal website www.aiimsbhopal.edu.in. Those who have downloaded the tender document from website should must have enclose a DD for **Rs. 1050/- (One Thousand Fifty only)** along with their Technical Bid **(NON-REFUNDABLE) BY WAY OF SEPARATE DEMAND DRAFT DRAWN IN FAVOUR OF DIRECTOR, AIIMS, BHOPAL AND THE SAME SHOULD ESSENTIALLY BE ENCLOSED ALONGWITH THE TECHNICAL BID. THE BIDDERS SHOULD SPECIFICALLY SUPERSCRIBE, “DOWNLOADED FROM THE WEBSITE” ON THE TOP LEFT CORNER OF THE OUTER ENVELOPE CONTAINING TECHNICAL BID & FINANCIAL BID SEPARATELY. IN NO CASE, THE TENDER COST FEE SHOULD BE MIXED WITH EMD AMOUNT. THE TENDERS NOT FOLLOWING THE ABOVE PROCEDURE, THEIR BIDS WILL BE SUMMARILLY REJECTED.**
2. The Director, AIIMS Bhopal reserves the right to reject any or all tenders without assigning any reasons whatsoever.
3. Interested Bidders are advised to visit AIIMS Bhopal website www.aiimsbhopal.eud.in for details of this Tender Document.

Enclosed : Tender Document

(Admn. Officer)



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TENDER DOCUMENT

Award of Rate Contract for Electric Appliances at AIIMS Bhopal

1. Sealed tenders are invited under Two bid system (Part-I Earnest Money and Technical bid & Part-II Financial bid) from prominent Manufacturers/Authorised Dealers/Whole-sellers on annual Rate Contract basis, for a period of one year from the date of commencement of award. If the performance is found satisfactory, the contract would be extendable further for a period as may be agreed mutually (not beyond 1 year) by both the parties.
2. The cost of Tender Document is Rs.1050/-(One Thousand Fifty only) (Non Refundable). Tender document can be had in person from the Office of the Store Officer on any working day from 22.06.2016 to 21.07.2016 during 10:00 to 15.00 Hrs. except Saturday/Sunday/Holyday on payment of said cost in the form of Demand Draft in favour of “Director, AIIMS Bhopal”, payable at Bhopal. The Tender Document can also be downloaded from the AIIMS website (<http://www.aiimsbhopal.edu.in>). In this case it is necessary for the Tenderer to pay the cost in the form of Demand Draft drawn in favour of “Director, AIIMS Bhopal”, payable at Bhopal and is kept in the Technical Bid Envelope. The reference of the DD is to be super scribed on the main envelope of Technical Bid.
3. The amount of Earnest money deposit Group Wise. This Earnest money deposit is compulsory and equal to all the prospective bidders, whether they are bidding for single Item or all the items as per the requirement list given in Clause-3 Schedule of Requirement of this Tender Enquiry Document by any bidder want to participate in this Tender. The Bidder is required to deposit earnest money along with their Technical Bid document in Technical Bid Envelope in the form of DD/FDR/BG (Non-Interest Bearing)/ from any Nationalized Bank and the same should be drawn in favour of “**Director, AIIMS Bhopal**” payable at Bhopal.
(SSI Units registered with NSIC are exempted provided tendered item(s) is (are) included in NSIC registration Certificate.)
4. The Tenderer is required to prepare two sealed cover super scribed as (i) **Cover-I-Technical Bid**, and (ii) **Cover-II –Financial Bid**. Both covers should be kept **in one main sealed cover** super scribed as “Tender for Electric Appliances due on 22.07.2016”.
5. The tenderer has to drop the cover sealed in above manner in the Tender Box kept at the Office of the Store Officer, 1st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar-462 020 (MP) on or before 22.07.2016 by 14.00 Hrs. positively. The tender shall not be accepted beyond the stipulated date and time under any circumstances whatsoever.
6. The Technical bid will be opened on the same day at 15.00 hrs. by a Committee constituted by the competent authority of AIIMS Bhopal, in its office in the presence of the Tenderers or their authorised representative who wish to be present. **The date and time for opening of financial bids of the technically qualified tenderers shall be communicated later as per convenience of this office.**
7. The Authority reserves the right to reject/cancel any or all the tenders at any time or to relax/amend/withdraw any of the terms and conditions as contained in the Tender



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Documents without assigning any reason, thereof. Any inquiry after submission of the tender will not be entertained.

8. Bidders shall not approach for refund of EMD till the finalization of the tendering process and award of contract to qualifying Tenderer. If any tenderer approaches for EMD, it will be forfeited at the discretion of the competent authority of AIIMS Bhopal. The offer should remain valid for a minimum period of 12 Months. EMD shall be refunded to the unsuccessful bidders within 30 days of award of contract to the successful bidder/bidders.
9. AIIMS Bhopal reserves the full rights to increase/decrease the quantity of items in the tender as per requirement.
10. Any dispute is subject to the jurisdiction of Civil Court Bhopal.
11. The Tender Document has been divided into the following chapters:-
 - **Chapter-1: General Instructions to Bidders**
 - **Chapter-2: Terms and Conditions of Contract**
 - **Chapter-3: Schedule of Requirements & Technical Specifications**
 - **Chapter-4: Technical Bid**
 - **Chapter-5: Check List**
 - **Chapter-6: Contract Form and Performance Bank Guarantee Form**
 - **Chapter-7: Financial Bid (to be utilized by the bidders for quoting their prices and price bid should be kept in separate sealed envelope superscripted as Financial Bid for Electric Appliances)**



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Chapter – I

GENERAL INSTRUCTIONS TO BIDDERS

1. The Tenderer must fulfil the following specifications/conditions:-
 - (a) A Registered Office or Branch Office of the firm should be located preferably at Bhopal City. Availability of a responsible person on call on all working days between 09.00 Hrs to 17.30 Hrs.
 - (b) The tenderer should have its own Bank Account, PAN, TAN, TIN, VAT and Service Tax Number. Payment will be made electronically only.
 - (c) The tenderer should be a reputed supplier having at least three years dealing experience with the Government Departments Certificate in token of Proof of experience, of the concerned Department should be enclosed for ready reference.
 - (d) The tenderers should require to submit detailed Technical Specifications in accordance to the required Technical Specifications mentioned at Schedule of Requirement and Technical Specifications at Chapter-3 of each of the **Electric Appliances** for which the rates they have been quoted along with their Technical Bid Documents with their quoted items nos. and their firm name without indicating any prices for assessing the Technical Competency of the Offered items with the help of Subject Expert during Technical Evaluation of the Bid by AIIMS Bhopal.
 - (e) The rates are to be quoted on FOR-Destination basis only. However, their breakup is necessary.
 - (f) The offer of Tenderers quoting rates as per Technical Specifications laid down in Schedule of Requirement and Technical Specifications (Chapter-3).
 - (g) The tenderer should submit self-attested copies of the Income Tax Returns and Audited certified Accounts for the last three financial years (i.e. for 2012-2013, 2013-2014 and 2014-2015).
 - (h) The tenderer should give an Affidavit duly Notarized on Stamp Paper worth Rs. 100/- in clear and un-ambiguous language that it has never been black listed/no criminal case pending by any of the organisation with whom, it had dealing for supply of similar items during last five years nor has been penalized for inferior or poor quality in supply.
 - (j) The tenderer should be financially sound and in a position to make bulk supply on a short notice of the items not covered in the list given in Financial Bid (Chapter-7) but auxiliary/ancillary/incidental to **“Dictionary meaning”** of Electric Appliances.



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Chapter -2

TERMS AND CONDITIONS

1. The Rate contract shall be for a period of one year from the date of award of contract or as indicated in the Letter of Award (LoA)/NoA. The contract may be extendable year to year subject to a maximum period of 2 year), on the same terms and conditions or as may be agreed mutually by both the parties under the prevailing circumstances.

ELIGIBILITY/EVALUATION CRITERIA

2. The tenderer must fulfil the following specifications (all documentary proofs, self-attested and stamped (seal), are required to be submitted along with the technical bid):
 - (a) Documentary proof of the Registered Office/Branch Office of the Tenderer should be submitted.
 - (b) The tenderer should have its own Bank Account, PAN, TIN, TAN Number, VAT and Service Tax Number. Self-attested Photostat of all should be enclosed.
 - (c) The Tenderer should be a reputed & financially sound Party (in the trade of establishment of Electric Appliances) having minimum experience of three years and expertise in supplies to Central Government Institutes/Ministries/Departments/Public Sector & Undertakings etc. Proof of experience in the form of copy of certificates obtained from Govt. Deptt. etc. should be enclosed. Copy of Income Tax Return and Audited Certified Accounts for the last three years may also be enclosed with the Technical Bid.

	Description
Group 1	Bidder should have average annual financial turnover of Rs.7.70 Lakh during the last three Financial Years ending 31st March 2015 and should not have incurred loss in last 3 years. A letter duly signed by the Chartered Accountant/Company Secretary indicating the Financial Turnover and Profit & Loss Account must accompany with Technical Bid. i) Should have satisfactorily completed Similar <u>Single Work of Rs. 8.80 Lakh</u> OR ii) Should have satisfactorily completed <u>Two Similar works each costing Rs. 6.60 Lakh</u> OR iii) Should have satisfactorily completed <u>Three Similar Works each costing Rs. 4.40 Lakh</u>
Group 2	Bidder should have average annual financial turnover of Rs.8.75 Lakh during the last three Financial Years ending 31st March 2015 and should not have incurred loss in last 3 years. A letter duly signed by the Chartered Accountant/Company Secretary indicating the Financial Turnover and Profit & Loss Account must accompany with Technical Bid. i) Should have satisfactorily completed Similar <u>Single Work of Rs. 10 Lakh</u> OR ii) Should have satisfactorily completed <u>Two Similar works each costing Rs. 7.50 Lakh</u> OR iii) Should have satisfactorily completed <u>Three Similar Works each costing Rs. 5.00 Lakh</u>



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Group 3	<p>Bidder should have average annual financial turnover of Rs. 9.10 Lakh during the last three Financial Years ending 31st March 2015 and should not have incurred loss in last 3 years. A letter duly signed by the Chartered Accountant/Company Secretary indicating the Financial Turnover and Profit & Loss Account must accompany with Technical Bid.</p> <p>i) Should have satisfactorily completed Similar <u>Single Work of Rs.10.40 Lakh</u> OR ii) Should have satisfactorily completed <u>Two Similar works each costing Rs.7.80 Lakh</u> OR iii) Should have satisfactorily completed <u>Three Similar Works each costing Rs. 5.20 Lakh</u></p>
Group 4	<p>Bidder should have average annual financial turnover of Rs. 17,500/- during the last three Financial Years ending 31st March 2015 and should not have incurred loss in last 3 years. A letter duly signed by the Chartered Accountant/Company Secretary indicating the Financial Turnover and Profit & Loss Account must accompany with Technical Bid.</p> <p>i) Should have satisfactorily completed Similar <u>Single Work of Rs.20 Thousand</u> OR ii) Should have satisfactorily completed <u>Two Similar works each costing Rs.15 Thousand</u> OR iii) Should have satisfactorily completed <u>Three Similar Works each costing Rs.10 Thousand</u></p>

- (d) The tendering Firm/Agency/Company are advised in their own interest to quote their rates for any one item or all the items as per the Technical Specifications laid down in Schedule of Requirement and Technical Specifications (Chapter-3).
- (e) The Technical Responsive bidder's, Financial Bid shall only be opened and L-1 bidder shall be decided on the basis of each Item wise lowest rate quoted by any of the bidder and the bidder, who have quoted maximum number of items in L-1 Rate shall be given opportunity by the competent authority of AIIMS Bhopal and ask him in writing to match L-1 price of other items quoted by him in comparison of other bidders, where his quote has not been found L-1.
- (f) The **Earnest Money Deposit of Group wise**, refundable (without interest), should be necessarily accompanied with the technical bid in the form of Demand Draft drawn from any Nationalized Bank in favour of "**Director, AIIMS Bhopal**", **Payable at Bhopal**, failing which the tender shall be declared un-responsive. EMD shall be refunded to the unsuccessful bidders within 30 days of award of contract to the successful bidder/bidders.
- (g) The successful Tenderer shall have to deposit a **Performance Security @10% of order value in the form of Demand Draft/FDR/Bank Guarantee in favour of "Director, AIIMS Bhopal" Payable at Bhopal. If Bidder interested to furnish the Performance Security in the way of Bank Guarantee, the Format enclosed at Chapter-6 for reference**). The performance security should remain valid for a period of Ninety days beyond the date of completion of all contractual obligations including 36 Months warranty. In case, the contract is further extended beyond the initial period of one year, the Performance Security Bank Guarantee shall have to be renewed accordingly and its extension shall be



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communicated at the time of award of addendum of contract. Earnest Money Deposit shall be refunded to the successful bidder on receipt of performance security.

- (h) The Tenderer should give an affidavit duly notarized on Stamp paper worth Rs. 100/- ,therein clearly and un-ambiguously mentioning that it has neither been black listed/no criminal case is pending against him by any of the Govt. Institute/Ministries/Departments/PSU with whom, it had contract for Electric Appliances. during last five years nor has been penalized by such organization on account of poor/spurious quality.
- (i) Details regarding quality, brand, Technical Specification etc. have been given against each item in the Schedule of Requirement and Technical Specifications (Chapter-3). Rates should strictly be quoted accordingly. Items where brand has not been indicated, rates should be quoted for best available/good quality product conforming to the prescribed/prevaling standards.
- (j) In his own interest the tenderer is advised to submit the desired papers/documents with their technical bid as per the Check List indicated in **Chapter-5** failing which their bids shall be declared un-responsive.

OTHER ESSENTIAL TERMS & CONDITIONS:-

3. The selected tenderer would be required to arrange supply on regular basis as per the Despatch Instructions/Purchase cum Supply Order during the working hours of the Institute. Since the rates are to be quoted on destination basis, no other charges whatsoever are payable extra.
4. The selected tendering Firm/Agency/Company shall also provide the name and mobile number of a key person, who can be contacted at any time, even beyond the office hours and on holidays. The person should be capable of taking orders and making arrangement for supply of the desired items even on short notice to AIIMS Bhopal.
5. Order shall be issued on requirement basis. Bills in triplicate for the items supplied by the selected firm(s), should be raised for payment. Payment shall be released after deducting TDS as per Income Tax Rules and any other deductions as per Government rules and payment shall be released only after it is ensured that the items/quantity and quality of items supplied are to the entire satisfaction of this office. If any items are found to be defective, or not of the desired quality etc., the same shall be replaced immediately, for which no extra payment shall be made by AIIMS Bhopal.
6. **Factory / Warehouse inspection** : The factory testing will be done in the factory/warehouse of the Vendor. All the necessary inspection/testing facilities would be provided by selected bidder as per the requirement of inspection/testing team constituted by the Competent Authority of AIIMS Bhopal, wherein all the necessary expenditure related to inspection shall be borne by the bidder. The minimum lot size for inspection shall be 20 nos respectively. At the time of inspection, bidder is required to produce OEM's confirmation on OEM's Letter head with Sr. nos. of Electric Appliances supplied for back to back warranty support as per tender terms & conditions. The bidder shall make the equipment ready for the inspection within 10 days from



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the date of placing the order by the indenters. For every such batch, the bidder shall communicate in writing to AIIMS Bhopal about the readiness of the equipment for the inspection. The method of inspection shall be on sampling basis and its intensity will be 10%. However AIIMS Bhopal reserves the right to make change in methodology and intensity of the inspection. On the satisfaction after tests, the batch shall be cleared for dispatch. Any deviation found in the Technical Specification of the produced goods or delivered goods after inspection from the tender specifications will lead to the cancellation of the order, forfeiture of EMD/PBG and prohibition in the participation in the future purchase of AIIMS Bhopal and AIIMS Bhopal will not be responsible for any time delay which may arise due to any deviation from the bid technical specification found at the time of inspection and the bidder has to deliver and install the ordered goods within prescribed time limit. The indenter's right to inspect, test and, where necessary, reject the Goods after the Goods arrival at Customer Site shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the inspection team of AIIMS Bhopal prior to the Goods shipment.

7. **Quality of Goods and Services:** The equipment/product must confirm to the Technical specifications given in Chapter-3 and of desired quality. The bidder shall guarantee that item delivered to the purchaser are brand new and not refurbished one. Consistency in quality shall be maintained for the entire lot of products offered. All the required quantity of items in schedule of requirement shall be of the same brand and model no. The bidder shall not substitute any internal components or subsystems of the product by similar items of different manufacturers. All the equipment shall be supplied with the relevant interface cables, Setup/Software CDs, and necessary standard accessories. The vendor shall be responsible for the quality of supply. Successful bidder has to past non-removable sticker on all kind of peripheral and all kind of Equipment etc. with details of Tender no., Bidder's name, Address, Contact detail, Service Centre/ help line number and warranty expiry date.
8. **Delivery & installation:** Within 30 working days from the date of confirmed purchase Order/Purchase Instruction issued by the Competent Authority of AIIMS Bhopal to AIIMS Bhopal at Saket Nagar, Bhopal-462 020 (MP).
9. If the selected firm fails to deliver the items or replace the defected/spurious items within the stipulated date & time, a penalty on a weekly basis for delay @ 1% on per week basis, subject to maximum of @10% of total Order Value as penalty and the actual cost paid to be an outside agency by the All India Institute of Medical Sciences (AIIMS) Bhopal after made deduction from the firm's pending bills or Performance Security, as the case may be.
10. All India Institute of Medical Sciences (AIIMS) Bhopal shall be the sole authority to cancel or amend the order, as per requirement, and also to place order for supply of items beyond office hours/holidays/place of supply for which, no additional payment shall be made.
11. The bills raised by the selected tendering Firm/Agency/Company should have all tax registration numbers printed on bill. The bill shall be signed by the authorized signatory of the firm across a revenue stamp. Validity of the tax registration during the currency of contract shall be the sole responsibility of the tendering Firm/Agency/Company. The bill shall be raised indicating permissible taxes separately and the copies of proof of Service Tax/VAT or other applicable taxes



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deposited to Tax Authorities by the firm for recent period, just before the submission of Bills must also be enclosed for reference of AIIMS Bhopal authorities.

12. The tendering Firm/Agency/Company shall be bound by the details furnished by him/her to the All India Institute of Medical Sciences (AIIMS) Bhopal while submitting the tender or at subsequent stage. Upon selection of the tendering Firm/Agency/Company, if at any stage, the documents furnished by him/her is found to be false or the quality of the articles or rates are found of poor quality/ different Technical Specifications, it would be deemed to be a breach of terms of contract, the contract shall be cancelled and performance security shall be stand forfeited.
13. The rate quoted by the selected tendering Firm/Agency/ Company, and as approved by the All India Institute of Medical Sciences (AIIMS) Bhopal, shall remain valid throughout the period of contract and the request to increase the rates for any or all items, during the currency of contract, shall not be entertained at any stage.
14. The selected firm(s) 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 All India Institute of Medical Sciences (AIIMS) Bhopal. If it is found that the firm has given sub-contract for Electric Appliances on the basis of procurement/ supply order, the contract shall stand cancelled & the performance security shall stand forfeited.
15. The conditional/incomplete bids shall not be considered and shall be declared un-responsive.
16. All entries in the tender form should be legible and filled clearly in the published in the Financial Bid Form (Chapter-7) only. If the space furnishing the information is found insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting or other than issued forms is permitted in the bid forms. In such cases, the tender shall be declared un-responsive.
17. The tender documents should be sealed and clearly super-scribed with the words “Tender for Rate Contract to Electric Appliances at AIIMS Bhopal”.
18. If a tendering Firm/Agency/Company decides to withdraw from the bidding before the financial bids are opened, the AIIMS Bhopal shall have the authority to forfeit the EMD deposited with the technical bid.
19. All India Institute of Medical Sciences (AIIMS) Bhopal shall not be responsible for any financial loss or other damage or injury to any item or person deployed/supplied by the successful bidder in the course of their performing the duties to this office in connection with purchase order/supply order for all Electric Appliances.
20. The Competent Authority of All India Institute of Medical Sciences (AIIMS) Bhopal reserves the right to relax/withdraw any of the terms and conditions mentioned in the tender documents, if doing so is in the interest of the AIIMS Bhopal.



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21. The Tender should be dropped only in the designated Tender Box kept at the Office of the Store Officer, 1st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462020 (MP). The closing time and date for acceptance of tenders shall be 14.00 hrs on/ before by 22.07.2016 No tender received later the stipulated date & time or from other modes/place shall be entertained & shall be declared un-responsive.
22. The tenders will be opened on the same day (i.e. on 22.07.2016) in Office Room of the Designated Officer at 1st Floor, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462020 (MP) at 15:00 hours in the presence of such tendering Firm/Agency/Company or their authorized representatives (only One representative from each of company shall be allowed) who wish to be present/witness at the time of opening of bids.
23. The AIIMS Bhopal reserves the right to place an order for supply of any items mentioned in the Financial Bid (Chapter-7) or otherwise, to any other firm(s) in emergency/unavoidable situation.
24. This office shall have the full authority to reject any/all offer(s) without assigning any reason thereof. Any enquiry after submission of the quotation will not be entertained.
25. The contract will be valid from the date; it is awarded/formalities completed. This office will, however, reserve the right to conduct performance review at any time during the contract period and deficiencies, if any, noticed shall be required to be rectified and compliance reported. This office reserves the right to suo-moto terminate the contract by giving one month's notices at any point of time.
26. The rate submitted by the tendering Firm/Agency/Company should not be higher than the Govt. Approved / DGS&D Rates at which the Electric Appliances are being supplied by it to other Govt. Institutes/Ministries/Departments/PSUs. If subsequently it is found that the firm has supplied peripheral items at higher rates to the All India Institute of Medical Sciences (AIIMS) Bhopal, the excess amount shall be recovered from the Performance Security and/or from the pending bills of the firm along with a penalty of Rs. 1000/- (One Thousand) on firm on such occasion and shall be doubled on subsequent occasions.
27. **Warranty:** The supplier **warrants comprehensively** that the all equipment's of Electric Appliances, which has standard life supplied under this contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise by the purchaser in the contract. The supplier further warrants that the equipment's supplied under the contract shall have no defect arising from design, materials (except when the design adopted and / or the material used are as per the Purchaser's/Consignee's Technical specifications) or workmanship or from any act or omission of the supplier that may develop under normal use of the supplied equipment's under the conditions prevailing in India. **The on-site replacement warranty including all Spares and Labour etc. shall remain valid for a period of 36 Months** from the date of recording of acceptance of goods at AIIMS Bhopal. Free maintenance services shall be provided by the Bidder during **the period of warranty for 3 years**. The maximum response time for maintenance complaint from any of the destinations specified in the Schedule of Requirements/Purchase order(s) (i.e. time required for bidders maintenance Engineer to report at the installation after a request call/email from Stores/IT Department is made or letter is written) shall not exceed 48 hrs.



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28. The tendering Firm/Agency/Company should have its own Bank Account Number, TIN/TAN Number, PAN Number, VAT and Service Tax Registration Number. Self- attested copy of the same should be enclosed. The Bank name and account number should be intimated to Account Officer, AIIMS Bhopal to which all payments for Electric Appliances will be made through ECS transfer in case of the successful bidder.
29. Any complementary scheme offered by the manufacturer shall be provided to the All India Institute of Medical Sciences (AIIMS) Bhopal with no additional cost.
30. If as a result of post payment audit any overpayment is detected in respect of any work done by the agency or alleged to have been done by the agency under the tender, it shall be recovered by the institution from the agency.
31. If any underpayment is discovered, the amount shall be duly paid to the agency by the institution.
32. The bidder shall provide the copies of relevant records during the period of contract or otherwise even after the contract is over when required by the AIIMS etc.

(Authorized Signatory)

All Terms and Conditions Read & Signed by me

Signature :

Name Of Tenderer.....

Rubber Stamp.....



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Chapter – 3

Schedule of Requirement and Technical Specifications

1. The items mentioned in the Financial Bid (Chapter-7) will be required by this office. The demand for these items will be given to the tendering Firm/Agency/Company by way of Despatch Instructions/Purchase cum Supply Order from time to time during the contract period. All India Institute of Medical Science (AIIMS) Bhopal shall demand items over and above the items mentioned in the Financial Bid (i.e. auxiliary/ancillary/incidental to “**Dictionary meaning**” of Electric Appliances) and the Agency will have to supply the same as per the rate mutually agreed upon as per than prevailing market rates.
2. The supply order may be given for single or bulk items and Agency will have to supply them immediately but not later than the period as stipulated in the Despatch Instructions/Purchase cum Supply Order .
3. The items will be supplied at the destination location (Place) as stated in the Despatch Instructions/Purchase cum Supply Order.
4. All India Institute of Medical Sciences (AIIMS) Bhopal shall be the sole authority to cancel/amend any order, as per requirement, and also to place order for supply of items beyond office hours/holidays/place of supply for which, no additional payment shall be made.

Gro up No.	Item Name	Technical Specification	Quantity Required (in Nos.)
1	LED TVs 40” to 50”	General: 1. USB 2 Side Support. 2. Fully HD & HDMI Support. 3. AV/Composite input slot compatible with newer devices. 4. Built in Woofer 7. USB - Super Multi Format Play1080i 8. Mobile High – Definition link (MHL) 10. Solid Durability With Enhanced Protection Features. 11. Advance colour diffusion system. 12. Audio Return Channel. 13. 16.7 million Colours Power: 1. AC 100 - 240 V 50/60 Hz Make: Sony / Samsung / LG / Panasonic/ Videocon Note : Bidder must provide Power Cord, AV Cable, User Manual, Remote Control with batteries, Wall mount Kit and other required accessories for each Television .	25
2	Refrigerators	Specification for domestic refrigerator 1. Should be exclusive protected evaporate the risk of ice pick damage 2. Should be Diagnostic circuitry installed with green and red LED indicator	50



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		3. Should be Face panel is interchangeable 4. Should have Recessed handle providing a small, sleek surface 5. Should have Full width freezer compartment 6. Should have adjustable shelves and racks 7. Should be CFC free and environmental friendly 8. Should be stainless steel fittings 9. Electrical: 220 volt, 50Hz.			
3	Auto Hand Dryer	Sr. No	Detail of Requirement	Required Specification	43
		1	Body Material	Stainless Steel	
		2	Dimension	240x270x142 mm	
		3	Blowing Volume	270 cu m/h	
		4	RPM	7000 to 9000	
		5	Drying Time	<10 Sec	
4	Fly Catcher 24",	(Fly Catcher 24", 50 Watt. Double Rod. Size 25"x6"x16)			10



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Chapter – 4

TECHNICAL BID

(It is mandatory for all Bidders, they should fill all fields “Clearly” in this form)

1. For the Rate Contract of Electric Appliances at All India Institute of Medical Sciences (AIIMS) Bhopal, Saket Nagar, Bhopal-462020 (MP)
2. Name of Company/ Firm/ Agency : _____
and its Registration No. _____
establishing Electric Appliances
3. Name of proprietor / Director of : _____
the Company/Firm/Agency
4. Full Address of Reg. Office (A : _____
copy of Company/ Firm/ Agency
registration must be enclosed) _____
Telephone Nos. : _____
Fax Nos. : _____
E-mail Id : _____
5. Details of Banker of the Firm : _____
with full address _____
Telephone Nos. of Banker : _____
Fax Nos. of Banker : _____
E-mail Id of Banker : _____
6. Bank Ac/s No. of Firm for ECS : _____
payments
7. PAN, TIN, TAN, VAT, Service Tax : _____
Registration No of the Firm _____
(Enclose a copy of the same)
8. Details of Cost of Tender : _____
9. Details of EMD : _____
10. Un-priced duly signed stamped : _____



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List of Items for **those items**
Tenderer want to participate in
this tender with its Technical Bid
without indicating price)

11. Financial turnover of the tendering Company/Firm Agency for the last three financial years : (Attach separate sheet if space provided insufficient)

Financial Year	Amount (Rs. Lacs)	Remarks, if any
2012-2013		
2013-2014		
2014-2015		

12. The tenderer should also submit self-attested copies of the Income Tax Returns and Audited certified Accounts for the last three financial years (i.e. for 2012-13, 2013-2014 and 2014-2015).
13. Give details of major contracts handled by the tendering Company / Firm / Agency for the last three years in the following format (enclose the self-attested copies):(if the space provided is insufficient, a separate sheet may be attached)

S. No.	Name & Address of the client with details- Name of the contact person, telephone no Fax no. e-mail id	Name & quantity of the items sold	Purchase Order No/Date	Amount (in Rs.)
1				
2				
3				

(Signature of authorized person)

Date : _____ Full Name: _____

Place: _____ Seal : _____



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CERTIFICATE

1. I, _____ Son / Daughter / Wife of Shri _____ Proprietor / Director/authorized signatory of the agency/Firm, mentioned above, is competent to sign this declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I, do hereby declare that the our firm has neither been blacklisted/no criminal case pending against him(attach an affidavit duly notarized on Stamp Paper Worth of Rs. 50/-) stating that no criminal/Black listing case is pending against the firm) by any of the Govt. Institute/Ministries/Departments/PSUs with which the firm had contracted for Electric Appliances. during the last five years nor has been penalized by such Offices/organizations for supply of poor/spurious equipment's etc.

(Signature of authorized person)

Date : _____ Full Name: _____

Place : _____ Seal : _____



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Chapter-5

CHECK LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH THE TECHNICAL BID

DOCUMENTS REQUIRED TO BE SUBMITTED WITH TECHNICAL BID:-

1. **The Cost of Tender Document** enclosed in the form of **Demand Draft of Rs. 1,050/- (One Thousand Fifty only) (Non-Refundable)** from any Nationalized Bank in favour of “**Director, AIIMS Bhopal**” payable at Bhopal and must accompanied with Technical Bid if the tender document downloaded from the website.
2. **EMD Group wise** in the form of **DD/FDR/BG** from any Nationalized Bank in favour of “**Director, AIIMS Bhopal**”, payable at Bhopal and must accompanied with Technical bid.
3. Detailed Technical Specification along with supporting Product Catalogue/Broacher of each of the Item, quoted by the Bidder.
4. Technical bid Form duly Filled, Signed & Stamped.
5. List of Items for which bidder is interested to participate under this tender must accompany the Technical Bid without indicating price).
6. **The on-site replacement warranty shall remain valid for a period of 36 Months** from the date of recording of acceptance of goods at AIIMS Bhopal.
7. Tender document each page duly Signed, Stamped and page numbering done.
8. Proof of Office Address.
9. Proof of Bank account Number.
10. Attested Copy of PAN, TAN, TIN VAT, Service Tax Registration Number etc.;
11. Self-attested copies of the Income Tax returns for last 3 Year’s;
12. Self-attested Audited Certified copies of Accounts for last 3 Year’s;
13. The rates should be quoted only in the Format Financial Bid (Chapter7) and sealed, signed kept in a separate Envelope superscribing Financial Bid of tender for Electric Appliances.
14. Attested copy of Three years’ experience certificate obtained from Govt. Deptt./PSU.
15. An Affidavit duly Notarized on Stamp Paper worth of Rs. 100/- in clear and un-ambiguous language that the Tenderer has never been black listed/no criminal case pending by any of the organisation with whom, it had dealing for supply of similar items during last five years nor has been penalized for inferior or poor quality in supply must be accompanied with Technical Bid Envelope.

DOCUMENTS REQUIRED TO BE SUBMITTED WITH FINANCIAL BID

16. The tendering Firm/Agency/Company may quote their rates for any of the items or all the items mentioned in the list and specification laid down in Financial Bid (Chapter-7), failing which their bids shall be out rightly rejected. Financial Bid must be kept in separate sealed super-scribed envelope “Financial Bid for Electric Appliances at AIIMS Bhopal”.

The tender should be submitted under two bid system. The Interested firms/agencies are advised to submit two separate envelopes super-scribing “Technical Bid for Electric Appliances at AIIMS Bhopal’ and “Financial Bid for Electric Appliances at AIIMS Bhopal’. Both sealed envelopes should be kept in a third bigger sealed envelope super-scribed with the words “Tender for Electric Appliances at AIIMS Bhopal”.



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Chapter - 6

Contract Form

(To be made on Rs 100.00 Non Judicial Stamp/E Stamp Paper)

DRAFT AGREEMENT FORMAT

This agreement is made at Bhopal on the _____ day of _____ Two Thousand Thirteen between _____ acting through Shri _____, _____, **All India Institute of Medical Sciences(AIIMS) Bhopal, Saket Nagar, Bhopal-462024 (MP)** (hereinafter called '**Client**' 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**.

Second Part

M/s _____, having its registered office at _____ (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 '**Client**' is desirous to engage the '**Agency**' for establishing Electric Appliances for AIIMS Bhopal as per the terms and conditions stated below:-

1. The Registered Office or Branch Office of the Agency should be located preferably in the Bhopal City. The Agency should submit a proof of its office address.
2. The selected Agency services would be required to Electric Appliances on regular basis to All India Institute of Medical Sciences (AIIMS) Bhopal, Saket Nagar, Bhopal-462024 (MP) on all working days between 09.00 Hrs. to 17.30 Hrs. No separate charges for delivery of goods would be paid by this office.
3. Order for items shall be placed on requirement basis. Bills in triplicate for the items supplied by the selected Agency should be raised for payment. Payment shall be released after deducting TDS as per Income Tax Rules and any other deductions as per Government rules and payment shall be released only after it is ensured that the items/quantity and quality of items supplied are to the entire satisfaction of this office. If any items are found to be defective, or not of the desired quality etc., the same shall be replaced by the selected Agency immediately for which no extra payment shall be made.



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4. If the selected Agency fails to deliver the Electric Appliances or replace the defected/spurious items within the stipulated date & time, a penalty on a daily basis for delay @ Rs. 500/- (Five Hundred) on per day basis, subject to maximum of Rs. 5000/- per item as penalty and the actual cost paid to be an outside agency by the ALL India Institute of Medical Sciences (AIIMS) Bhopal, for the desired Electric Appliances Equipment's, shall be deducted from the firm's pending bills or Performance Security, as the case maybe.
5. The Agency shall be bound by the details furnished by him/her to the AIIMS Bhopal while submitting the tender or at subsequent stage. Upon selection of the Agency, if at any stage, the documents furnished by him/her is found to be false or the quality of the articles or rates are found of poor quality/ different Technical Specifications, it would be deemed to be a breach of terms of contract, the contract shall be cancelled and performance security shall be stand forfeited.
6. The rate quoted by the selected Agency, and as approved by the AIIMS Bhopal, shall remain valid throughout the period of contract and the request to increase the rates for any or all items, during the currency of contract, shall not be entertained at any stage.
7. The selected Agency shall not be allowed to transfer, assign, pledge or subcontract its rights and liabilities under this contract to any other agency/ies without prior written consent of the AIIMS Bhopal. If it is found that the firm has given sub-contract for Electric Appliances on the basis of procurement/ supply order, the contract shall stand cancelled & the performance security shall stand forfeited.
8. AIIMS Bhopal shall not be responsible for any financial loss or other damaged or injury to any item or person deployed/supplied by the successful bidder in the course of their performing the duties to this office in connection with purchase order/supply order for Electric Appliances Equipment's.
9. The Competent Authority of AIIMS Bhopal reserves the right to relax/withdraw any of the terms and conditions mentioned in the tender documents, if doing so is in the interest of the AIIMS Bhopal.
10. The rate submitted by the Agency should not be higher than the Govt. Approved /DGS&D Rates at which the Electric Appliances Equipment's are being supplied by it to other Govt. Institutes/Ministries/Departments. If subsequently it is found that the firm has supplied equipment's at higher rates to the AIIMS Bhopal, the excess amount shall be recovered from the Performance Security and/or from the pending bills of the firm along with a penalty of Rs.1,000/-on firm on such occasion and shall be doubled on subsequent occasions.
11. **Warranty:** The supplier **warrants comprehensively** that the Equipment's used for establishing Electric Appliances, which has standard life supplied under this contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise by the purchaser in the contract. The supplier further warrants that the Electric Appliances



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Equipment's supplied under the contract shall have no defect arising from design, materials (except when the design adopted and / or the material used are as per the Purchaser's/Consignee's Technical specifications) or workmanship or from any act or omission of the supplier that may develop under normal use of the supplied Electric Appliances Equipment's under the conditions prevailing in India. **The on-site replacement warranty shall remain valid for a period of 36 Months with all Spare and Labour etc.** from the date of recording of acceptance of goods at AIIMS Bhopal. Free maintenance services shall be provided by the Bidder during **the period of warranty for 3 years**. The maximum response time for maintenance complaint from any of the destinations specified in the Schedule of Requirements/Purchase order(s) (i.e. time required for bidders maintenance Engineer to report at the installation after a request call/email from Stores/IT Department is made or letter is written) shall not exceed 48 hrs.

12. **Quality of Goods and Services:** The equipment/product must confirm to the Technical specifications given in Chapter-3 and of desired quality. The bidder shall guarantee that item delivered to the purchaser are brand new and not refurbished one. Consistency in quality shall be maintained for the entire lot of products offered. All the required quantity of items in schedule of requirement shall be of the same brand and model no. The bidder shall not substitute any internal components or subsystems of the product by similar items of different manufacturers. All the equipment shall be supplied with the relevant interface cables, Peripheral's Setup/Software CDs, and necessary standard accessories. The vendor shall be responsible for the quality of supply. Successful bidder has to past non-removable sticker on all kind of Electric Appliances Equipment's and all kind of Cartridges with details of Tender no., Bidder's name, Address, Contact detail, Service Centre/ help line number and warranty expiry date.
13. **Delivery & installation:** Within 30 working days from the date of confirmed purchase Order/Purchase Instruction issued by the Competent Authority of AIIMS Bhopal to AIIMS Bhopal at Saket Nagar, Bhopal-462 024 (MP).
14. Any complementary scheme offered by the manufacturer shall be provided to the AIIMS Bhopal with no additional cost.
15. The contract shall be for a period of one year from the date of award of contract or as indicated in the letter communicating award of contract to the selected firm(s). The contract may be extendable year to year, subject to maximum period of 1 year, on the same terms and conditions or with some addition/deletion/modification mutually agreed upon by the successful Electric Appliances Equipment's supplier Agency and the All India Institute of Medical Sciences (AIIMS) Bhopal.
16. The AIIMS Bhopal reserves the right to place an order for supply of any items mentioned in the Financial Bid (Chapter-7) or otherwise, to any other firm(s) in emergency/unavoidable situation i.e. auxiliary/ancillary/incidental to **"Dictionary meaning"** of Electric Appliances.



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THIS AGREEMENT will take effect from _____ day of _____ Two Thousand Thirteen and shall be valid for one year.

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

<p>For and on behalf of the 'Agency'</p> <p>Signature of the authorized Official</p> <p>Name of the Official</p> <p>Stamp / Seal of the 'Agency'</p> <p>SIGNED, SEALED AND DELIVERED</p> <p>By the Said</p> <p>_____ Name</p> <p>on behalf of the 'Agency' in presence of Witness: _____</p> <p>Name : _____</p> <p>Address: _____</p> <p>_____</p>	<p>For and on behalf of the "Director, AIIMS Bhopal"</p> <p>Signature of the authorized Officer</p> <p>Name of the Officer</p> <p>By the said</p> <p>_____ Name</p> <p>on behalf of the "Director, AIIMS Bhopal" in presence of Witness: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p>
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Format of Performance Bank Guarantee

(To be made on Rs. 100.00 Non Judicial Stamp/E Stamp Paper)

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 (description of goods and services) (herein after called “the Supplier”).

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 39 (Thirty Nine) months from the date of issue (indicate date)
..... valid up to

.....
(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



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Chapter – 7
Financial Bid

Rate Contract for Electronic Appliances at AIIMS Bhopal, Saket Nagar, Bhopal-462 020. The price bid should be kept in separate sealed envelope superscripting “Financial Bid for Tender No.:AIIMS Bhopal/Stores/RC/ Electronic Appliances/2015-16/01”

*AIIMS Bhopal authorities reserve the full rights to increase/decrease the quantity of items either side in the time of award of tender as per its actual requirement. The quantities mentioned below in this tender against each item are only indicative/tentative nature.

S. No.	Item Name	Make/ Brand/ Model No.	Technical Specification	Quantity Required (in Nos.)	Basic Cost per Unit (in Rs.)	Add Taxes and others Expenditure per unit (in Rs.)	Less Discount Offered (if Any) per unit (in Rs.)	Total unit Cost (FOR Destination) (in Rs.)	Total Cost for Quantity given in Column 5 (in Rs.)
1	2	3	4	5	6	7	8	9	10
1.	Refrigerators, Capacity: 180-200 Ltrs.			25					
2.	Refrigerators, Capacity: 250-300 Ltrs.			13					
3.	Refrigerators, Capacity: 350-400 Ltrs.			9					
4.	Refrigerators, Capacity: 400-450 Ltrs.			2					
5.	LED Television (40” to 50”)			25					
6.	Auto Hand Dryer “2500W, Drying Time <10 sec”			43					
7.	Fly Catcher			10					
