



ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL

Saket Nagar, Bhopal-462020 (Madhya Pradesh) India

Website : www.aiimsbhopal.edu.in

NOTICE INVITING TENDER

Tender No. 108:

**AIIMS Bhopal/Stores/Hospital Complex/RC-Prosthetic and Orthotic
Workshop Consumables/2014-15/01 Dated 08.09.2014**

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 interested Manufacturers or Authorized Distributor or Authorized Dealer for **Supply of Consumables required in Prosthetic and Orthotic Workshop of, AIIMS Bhopal.**

Detailed Description and Term & Conditions of Tender Document may be seen and downloaded from AIIMS Bhopal website www.aiimsbhopal.edu.in/ www.eprocure.gov.in/ or may be obtained directly from the Office of Store Officer, 1st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462020 (MP) on any working day from 8th September 2014 to 7th October 2014 from 10.00 Hrs to 17.00 Hrs on payment of Tender Document Cost Rs. 525/- (Non Refundable) 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 8th October 2014 (Upto 14.00Hrs) in the Tender Box Kept in the Office of Store Officer at AIIMS Bhopal.

Admn Officer



ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
Saket Nagar, Bhopal-462020 (Madhya Pradesh) India
Website : www.aiimsbhopal.edu.in

Tender No. 108:
AIIMS Bhopal/Stores/Hospital Complex/RC-Prosthetic and
Orthotic Workshop Consumables/2014-15/01 Dated 08.09.2014

Name of work:

Annual Rate Contract(s) for Supply, of Prosthetic and Orthotic Consumables in Physical Medicine and Rehabilitation Department, Hospital Complex of AIIMS BHOPAL.

COST OF TENDER FORM : Rs. 525/-
(Rupees One thousand fifty Only)
Non-Refundable

EARNEST MONEY DEPOSIT : Rs.7,200/-
(Rupees Seven Thousand Two hundred only)
Non-Interest Bearing



ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
Saket Nagar, Bhopal-462020 (M.P.)

Tender No. 108:
AIIMS Bhopal/Stores/Hospital Complex/RC-Prosthetic and
Orthotic Workshop Consumables/2014-15/01 Dated 08.09.2014

Schedule of Tender

**Tender for Supply, of Prosthetic and Orthotic Consumables in Physical
Medicine and Rehabilitation Department, Hospital Complex of AIIMS
BHOPAL.**

Sr No	Schedule	Particulars
1	Estimated Cost	Rs. 3,60,500/-
2	Cost of Tender Form (Non-Refundable)	Rs.525/-
3	Start Date for Sale of Tender	8 th September 2014; 10.00 to 17.00 Hrs. on each working day
4	Last Date for Sale of Tender	7 th October 2014; 10.00 to 17.00 Hrs. on each working day
5	Date, Time & Venue for Pre Bid Conference	19 th September 2014; 15.00 Hrs. at First Floor, Board Room, Medical College, AIIMS Bhopal, Saket Nagar Bhopal.
6	Date for Submission for Tender	8 th October 2014; 14.00 Hrs.
7	Date for Opening of Technical Bid	8 th October 2014; 15.00 Hrs.
8	Earnest Money Deposit (Bankers Cheque/DD(non-Interest Bearing)/FDR in favour of "Director, AIIMS Bhopal"	7,200/-

Note:-

1. The details of tender terms & conditions are mentioned in Tender Form.
1. Tender Form can be purchased from Office of Store Officer, AIIMS Bhopal **by paying Cost of Bid Document of Rs.525/-(Non Refundable)** 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 consumables 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. 525/-, along with their tender bid as a cost of Tender Form (NON-REFUNDABLE) BY WAY OF SEPARATE DEMAND DRAFT DRAWN IN FAVOUR OF "DIRECTOR, AIIMS BHOPAL" AND THE SAME SHOULD ESSENTIALLY BE ENCLOSED ALONG WITH THE TECHNICAL BID. THE BIDDERS SHOULD SPECIFICALLY SUPERSCRIBE, "DOWNLOADED 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 SUMMARILLY 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, PMR Deptt./Store 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.eprocure.gov.in for wider publicity.

All India Institute of Medical Sciences Bhopal
Saket Nagar, Bhopal-462020

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08.09.2014

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 ALONG WITH E.M.D/BID SECURITY.

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 PROCEDURES 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 STRICTLY 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.

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- 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.
- 9 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).
- 10 THE UNDERTAKING (ANNEXURE-IV DULY SIGNED SHOULD INVARIABLY BE FURNISHED/SENT ALONG WITH QUOTATIONS FURNISHED, FAILING WHICH THE TENDER SHALL BE REJECTED OUTRIGHTLY.
- 11 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.
- 12 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)**"
- 13 Delivery prospects with definite date of delivery at destination taking into cognizance transit facilities must be indicated.
- 14 EACH TENDER SHOULD BE ACCOMPANIED WITH AN EMD/BID SECURITY AMOUNTING TO **Rs. Seven Thousand Two hundred only (Rs. 7,200/-)** 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 IS 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.
- 15 In case of non-supply of items within the due date i.e. within the date of delivery as mentioned in the Purchase Order, the Director, AIIMS, Bhopal will have the right to impose penalty @0.50% per week and subject to maximum @3% 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.
- 16 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.
- 17 **Rates quoted should be valid for 12 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. Rate shall be on firm basis and not variable.**
- 18 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.
- 19 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.
- 20 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

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removed, these will be auctioned at the risk and responsibility of the suppliers without any further notice.

21 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.

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

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

24 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.

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

26 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)".

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

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

29 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.

30 It is necessary for the Participating Tenderer to satisfy the following criteria in respect of financial turnover: -

- i) Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least 30% of the estimated cost.
- ii) Experience of having successfully completed similar works order during last 3 years ending last day of month previous to the one in which applications are invited should be either of the following: -
 - a. Three similar completed works costing not less than the amount equal to 40% of the estimated cost.

or
 - b. Two similar completed works costing not less than the amount equal to 60% of the estimated cost.

or
 - c. One similar completed work costing not less than the amount equal to 80% of the estimated cost.

31 **PAYMENT TERMS:-** Payment shall be released on completion of supply on the basis of following documents within a reasonable time subject to statutory deduction :-

I. Invoice (Bill) in triplicate

II. Packing list

III. Delivery challan

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IV. Consignee receipt certificate

V. Final acceptance certificate

VI. Guarantee/Warrantee certificate (Where applicable)

VII. Test certificate

- **Payment shall be made through Account Payee Cheque or Electronic Clearing System only and the applicable Taxes/Charges/LD shall be deducted from the bill.**

32. **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.

33. **Performance Security Deposit:** Supplier must submit the Performance Guarantee for **10%** 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 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 EIGHTEEN MONTHS FROM THE DATE OF EXECUTION OF AGREEMENT Subject to further extension as may be necessary at the time.

34. 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.

35. 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.

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

I. **Delivery Period and Place of Supply:** The firm will have to deliver the ordered quantity at AIIMS Bhopal / any place in AIIMS Bhopal Campus / at the place as directed by Store Officer or his authorized representative. It can be at 3 or more places & can be at 1st to 4th floor in different stocks within 45 days w.e.f. the date of issue of Purchase 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 on account and 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 @ 0.50% per week of the total order value will be deducted from the supplier's bill subject to maximum of 3% 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. Besides forfeiture of performance guarantee besides fore feature of performance guarantee.

V. **User/Maintenance/Operating Manual:** The Firm will provide the necessary

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User/Maintenance/Operating manuals etc whenever necessary.

- VI. **Warranty:** The bidder shall be responsible to maintain the warranty/guarantee period according to manufacturer and will provide warrantee card/letter etc. 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 site within a week time, Penalty @0.50% per week of the cost of such 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. After depositing of Performance Guarantee equal to @10% of Ordered 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 by AIIMS Bhopal in case of violation of the terms and condition of the contract.
37. The Bid Security without interest shall be returned to the unsuccessful bidders within 30 days of issue of supply order to successful bidder till such time no request will be entertained for release of EMD.
38. All these items are to be provided as directed & approved by concerned authority.
- 39. 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.**
40. 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.
41. 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.
42. The Courts of Bhopal will have jurisdiction over all legal disputes under this Agreement.

**(Admn Officer)
AIIMS Bhopal.**

Annexure-I
Schedule of Quantity & Technical Specifications
(Conforming to BIS specifications)

S. No.	Name of Item	Technical Specification	Qty.	Unit
(A)	<u>CONSUMABLE ITEMS</u>			
1	Evathene Foam 4mm	1mx0.5mx4mm,moulding temp.-140deg.c-160deg.c,skin colour,should be of good quality,durable.	10	Sheet
2	Rubber Sole 6mmx1mx1m – NBR	Nitrile rubber,Buna -N,perbunan,possess a tensile strength of >10N/mm2,good resistant to mineral oils,petrol,ordinary diluted acids and alkalines,ability to withstand a range of temp. from -40 to 108deg.celsius.	10	Sheet
3	Ethaflex sheet	size-3mmx2mx1m	50	Sheet
		size-5mmx2mx1m	25	Sheet
4	MCR rubber	Micro cellular rubber, 1000x1000x10mm,compression Set = set = 30 %	30	Sheet
5	MCR rubber	Micro cellular rubber,1000x1000x6mm Compression set = 30 %	30	Sheet
6	Light weight rubber	5mmx2mtr.x1mtr.	15	Sheet
7	Low temp.thermo plastic sheet	450 x 600 x 3.2 Mini perfo	10	Sheet
8	Low temp.thermo plastic sheet	Soft 450 x 600 x 2.0 micro perfo	5	Sheet
9	Low temp.thermo plastic sheet	Soft 600 x 900 x 4.2 mini perfo	5	Sheet
10	Velcro Hook & Loop 1.5"	Velcro Hook & Loop 1.5"	25	Roll
11	Velcro Hook & Loop 1 "	Velcro Hook & Loop 1 "	25	Roll
12	Press button	Press Button	25	Packit
13	Stockinette	2 1/2"(65 mm)	20	Roll
14	Stockinette	4"(100mm)	20	Roll
15	Stockinette	6"(150mm)	20	Roll
16	Body stockinette	8"(200mm)	10	Roll
17	Steel Grip Tape	Black colour	30	Roll
18	Rivet Copper	5/32"x1"	1	Kg

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S. No.	Name of Item	Technical Specification	Qty.	Unit
19	Rivet Copper	1/8"x1"	1	Kg
20	Rivet Copper	1/2"x9/64"	1	Kg
21	Rivet Copper	1/2"x1/8"	1	Kg
22	Dendrite /Dunlop solution	1 Ltr pack	20	Ltrs.
23	Thinner /acetone	ICI Duco 500 ml. pack	100	Bottle
24	Aluminum Sheet	16 gauge(swg)x5mx5m	10	sheet
25	Drill bit set	Drill Bit Set	10	Set
26	Aluminum Strip 12 Ft	12 ft.	5	Strip
27	Nut & Screw 5/32"	Pack of Size of 5/32"	35	Packit
28	Nut & Screw 1/8"	Pack of Size of 1/8"	35	Packit
29	Buckle – 3/4"	3/4" Ready made plastic buckle	30	Packit
30	Buckle – 1/2"	1/2" ready made plastic buckle	30	Packit
31	Table Cleaning Brush	Table Cleaning Brush	10	Nos.
32	Nail	Size of 2 1/2"	1	Kg
33	Nail	Size of 1"	1	Kg
34	Nail	Size of 1/2"	1	Kg
35	Steel conduit pipe	3/4" (Pipe length before supply required to be asked from department)	5	Mtr.
36	Sindur patti	Size of 1/2"	10	Kg
37	M.S patti	Size of 5/8"x3/16"	10	kg
38	M.S patti	Size of 1/4"x3/16"	10	Kg
39	Heavy duty knife handle	Heavy duty knife handle	10	Nos.
40	Heavy duty knife blades	Heavy duty knife blades	10	Set
41	Copper rivet	Size of 1"x5/32"	1	Kg
42	Copper rivet	Size of 1"x1/8"	1	Kg
43	Copper rivet	Size of 1/2"x1/8"	1	Kg
44	Glass marking pencil	Glass marking pencil	50	Nos.

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S. No.	Name of Item	Technical Specification	Qty.	Unit
45	Template paper	Template paper	5	Kg
46	Double face tape	Size of 1"	25	Nos.
47	cello tape	Size of 2"	25	Nos.
48	Brown tape	Size of 2"	50	Nos.

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 inspection 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.

Annexure –III

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 18 (Eighteen) 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/odo 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 last three years by any government /
private / organization.
3. That the firm has no vigilance case/CBI/FEMA case pending against him in the last
three years.
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 :

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**Subject :- Supply, of Prosthetic and Orthotic Consumables in Physical Medicine and
Rehabilitation Department, Hospital Complex of AIIMS BHOPAL.**

Name of the party in whose : _____
Favour the Tender form has
been issued _____

To,

**The Director,
All India Institute of Medical Sciences Bhopal,
Saket Nagar, Bhopal-462020 (MP)**

Dear Sir,

1. I/We hereby submit our tender for therefore mentioned 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. 11,000/-(Rupees Eleven 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 ACCOMPAINED EMD ALONG WITH 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 15 (Fifteen 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-462 020.
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. 525/- in favour of "Director, AIIMS Bhopal" payable at Bhopal on account of Tender Cost (Non Refundable) 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. 525/- (Non Refundable) in favour of "Director, AIIMS Bhopal" will not found, are summarily subjected for rejection without assigning any reason.

We agree to keep the tender open for 12 Month from the due date of opening of financial bid 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 _____

Annexure –V (B)

MANUFACTURER'S AUTHORIZATION LETTER

No..... Dated.....

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 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 26 and Clause 36 (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)

Item No. as per Annexure I	Description of Equipment as per Technical Specifications mentioned in the Annexure-I	Estimated Quantity	Unit Name	Basic Cost per Unit (in Rs.)	Add Taxes and others Expenditure per unit (in Rs.)	Total per unit cost	Discount Offered (if Any) per unit (in Rs.)	Total per unit Cost (FOR Destination) (in Rs.)	Total Cost for Quantity given in Column (3) (in Rs.)	Warranty/ Guarantee for Quantity given in Column 3 (inRs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
	<u>PROSTHETIC - ORTHOTIC CONSUMABLE ITEMS</u>									

(Bidders may enclose the sheets as per their requirement for participating items, the item sl. No. Should be as per Item No. Given in Annexure-I)

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

Final Cost after Discount

Note:- No request will be entertained for change in rates under any circumstances.

(Signature of the Tenderers with Seal& Date)

CHECK LIST FOR TERMS & CONDITIONS/DOCUMENTS

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

Sr. No	Description	Yes / No	Attached at Page No.
1	Details of Demand Draft /Banker's Cheque(Bank name/ Amount/ Date) of Rs. 525/- on account of Tender Form Cost (Non Refundable) in favour of "Director, AIIMS Bhopal" is enclosed with Technical Bid documents in Technical Bid Envelope.		
2	Details of EMD/Bid Security Demand Draft /Banker's Cheque/FDR (Bank name/ Amount/ Date) of Rs. 11,000/ on account of EMD/Bid Security in favour of "Director, AIIMS Bhopal" is enclosed with Technical Bid documents in Technical Bid Envelope.		
3	Schedule of Quantity and Technical Specification "Annexure-I' duly Signed and Stamped (without indicating Price) must be enclosed with Technical Bid documents in Technical Bid Envelope.		
4	Financial Bid/Price Bid as per "Annexure-VI' contain all requested information duly Signed and Stamped must kept in Financial Bid Envelope.		
5	VAT Registration Certificate (enclose a copy of VAT Registration)		
6	Quotation being submitted directly by the manufacturer or authorized distributor (enclose the necessary documentary proof) as per the format enclosed at "Annexure-V(B)"		
7	In case of Authorized distributor authority letter from manufacturer /principle is enclosed.		
8	Copies of Financial Turnover 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.		
9	Performance report/ List of organization(S) for supply of similar nature items, the copies of Supply/Purchase Orders as per Clause 30 are enclosed.		
10	Duly signed and stamped undertaking that I. The firm has not been black listed in the last three years by any government/private/ organization. II. The firm has no vigilance case / CBI / FEMA case pending against him in the last three years. 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.		
11	Literature / original Catalogue of the product attached.		
12	Compliance statement with relation to Tender specifications		
13	Quality Certification documents as per tender terms & Conditions/ Specifications. Please specify		
14	The bids are numbered with pages from _____ to _____.		

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 :-