



Sub:-Limited Tender Enquiry for Supply of DNA and RNA Extraction Kits at AIIMS Bhopal.

Notice Inviting Tender

On behalf of **Director, AIIMS Bhopal, Administrative Officer** invites **Limited Tender Enquiry under Two Bid System (i.e. Technical Bid and Financial Bid)** from eligible Manufacturers/Firms/Companies/Authorized Agents/Distributors/ Dealers/Supplier Agencies empaneled under Tender No. 103 in respective Category at AIIMS Bhopal on mutually agreed terms and conditions and satisfactory performance for the Supply of Lab Chemicals/Glass Ware/Plastic Ware/Lab Consumables Items at AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462 020, India and supply of items as per the Specifications details given at **Schedule of Requirement**.

LIMITED TENDER ENQUIRY SCHEDULE

- Date of availability of Limited Tender Enquiry : 02/02/2016
document in the AIIMS Bhopal
www.aiimsbhopal.edu.in for
downloading/participating
- Last Date of downloading/participating in the : 24/02/2016
Limited Tender Enquiry
- Date, Time & Place of submission of Bids in : 24.02.2016 up to 14:00 Hrs. in the Tender box kept in
the Sealed Envelope : the Office of the Store Officer, 1st Floor, Medical College
Building, AIIMS Bhopal, Saket Nagar-462 020 (MP)
- Date, Time & Place of Opening of Technical Bid : 24.02.2016 at 15:30 Hrs. in the Office of Store Officer, 1st
Document : Floor, Medical College Building, Saket Nagar Bhopal.
- Date, Time & Place of Opening of Financial Bid : The Financial Bid of Technically Qualified Bidders only
will open and the date and time will be communicated
separately in due course of time.

Schedule of Requirement:-

The following item/items are required to be supplied:

S. No.	Description of DNA & RNA Extraction Kits with its required Technical Specification	Pack Size	Tentative Annual Quantity
1.	DNA Extraction Kit Kid should extract DNA from Clinical samples like CSF, Blood, Urine, Serum, Plasma, Tissue, BAL, Bacterial Cell Culture, Warts & Other Body fluids.	Each Kit	1000 Samples
2.	RNA Extraction Kit Kid should extract RNA from Clinical samples like CSF, Blood, Urine, Serum, Plasma, Tissue, BAL, Bacterial Cell Culture, Warts & Other Body fluids.	Each Kit	1000 Samples

Procedure and Documents required for Participating in Two Bid System:

1. Technical Bid Documents:-

The Envelope superscripted as “**Technical Bid Supply of DNA and RNA Extraction Kits at AIIMS Bhopal**” must contain following Technical Bid Documents:-

Technical Bid Documents Copies duly signed and page numbered required to be accompany with Technical Bid Envelope as follows:-

i) **Mandatory Documents:**

- a. **EMD : Rs 8,000/- (Rupees Eight Thousand only)** in form of FDR/Banker’s Cheque Demand Draft drawn in favor of “**Director, AIIMS Bhopal**”, **payable at Bhopal** with the validity of 180 days from nationalized bank along with the quotation failing which the quotation will not be considered.
- b. **Notarized Authorization to the Personnel who will sign the Limited Tender Enquiry/Contract Agreement on behalf of participating Supplier Agency:** An Authorization duly Notarized on Non-Judicial Stamp Paper worth of Rs. 50/- to the Personnel who is signing the Limited Tender Enquiry Document on behalf of Participating company on their Official Letter Head is required to accompany with Technical Bid Envelope.
- c. **Undertaking for acceptance of Terms & Conditions of AIIMS Bhopal** against participating this Limited Tender Enquiry should be printed on the Official Letter Head of participating Bidder Company, duly signed and Stamped and accompany with Technical Bid Document as per **Format given at Annexure-II**.
- d. **Undertaking for non-blacklisting by any Govt. Institution** in last three Financial years period and no case pending against firm in any Court/CBI/FEMA on Non-judicial stamp paper worth of Rs. 50/- as per **Format Given at Annexure-III**.
- e. Entire Kit insert, with catalogue no, of the quoted products.

- ii) **Copy of Certificates/Standards for confirming the Quality of Supplied product: The kit must be validated for diagnostic use by FDA/CE.**
- iii) **Sample of the Quoted Item for Technical Evaluation:-** The interested participating Supplier company must provide the sample of their quoted product, if asked by the AIIMS Bhopal.

2. Financial Bid Documents:-

- i) **Price Basics:** Unit base price should be inclusive of VAT/Sales Taxes/Octroi/ and all applicable Expenses up to F.O.R. at AIIMS Bhopal basis.
- ii) **Price Validity:** The quoted prices should remain valid for the One year period from the date mentioned in the Contract Agreement after issuing of Notification of Award by AIIMS Bhopal against this Limited Tender Enquiry. No price variation allowed during the concurrency of Rate Contract (Rate contract with successful Supplier Agency by AIIMS Bhopal will execute on Rs. 100/- Non Judicial Stamp Paper within 15 days of issue of Notification of Award and deposition of Performance Security Deposit).
- iii) **Price Quotation Format:** Price should be quoted in the “**Financial Bid**” format given at **Annexure-I** strictly by the interested Supplier Agency.

Both the above sealed envelopes to be kept by Tenderer in another big outer envelope superscripted as “**Limited Tender Enquiry for Supply of DNA and RNA Extraction Kits at AIIMS Bhopal Hospital**” in sealed condition by post/per bearer for the supply of item/items detailed given in the **Schedule of Requirement** below which are required by Pharmacy Store at AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462 020 (MP), India.

The sealed quotations should be reached and dropped into the tender Box kept in the Office of Store Officer, 1st Floor, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP), India on or before 24.02.2016 at 15.00 Hrs. duly sealed & clearly superscripted “**Limited Tender Enquiry for Supply of DNA and RNA Extraction Kits at AIIMS Bhopal Hospital**” All quotations should be typewritten or written with indelible ink., duly signed, Stamped and page numbered. All over writing and erased entries will not be considered and treated as deleted entries from the quotations. The Bids receipt after the due date and time, shall be liable for rejection.

Limited Tender Enquiry Evaluation Process:-

The Technical Bid shall be opened at 15.30 Hrs on 24.02.2016 in the Office of Store Officer, 1st Floor, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP), India by the nominated Committee in the presence of the Supplier Agencies Representatives.

After Technical Evaluation, the Technical Responsive bidders shall be informed through Email/Telephone for opening of their “Financial Bid” on scheduled date in due course of time separately.

If any, Supplier Agency/Tenderer want to witness the opening of their Bids, they will depute their Authorized representative through Authorization Letter addressing to “Director, AIIMS Bhopal, Saket Nagar, Bhopal” in their official letter head for the same.

**Administrative Officer
AIIMS Bhopal**

General Terms & Conditions

1. **Procedure for submission of Bids if the Supplier Agency, want to participate in this Limited Tender Enquiry on behalf of Multiple Principal Companies:** If you are authorized distributor of multiple principle companies that are empanelled with AIIMS Bhopal for this category of items, then please submit separate quotations in the attached format for each principal company.
2. **Rejection of proposal of Non-Empanelled Principal Companies quoted by the Supplier Agency:** The participating Supplier Agency must ensure that they may have participated in this Limited Tender Enquiry for their Principle Empanelled companies' products only. If any Supplier Agency found to be quoted for Non-empanelled Principle Companies, their proposal shall be rejected.
3. **Performance Security Deposit (One time on Fixed Rate basis):-** The L-1 Supplier Agency is liable to deposit Rs. 5000/- (Five Thousand only) as Performance Security deposit for the period of 15 months (One time) within 15 Days period on receipt of Notification of Award issued by AIIMS Bhopal in favor of "Director, AIIMS Bhopal" by the way of FDR/Bank Guarantee/Demand Draft.
4. **Specification/Quality of the Item to be supplied:** The ordered item store should be supplied strictly in accordance with the supply order and with the approved specification/samples (if any).
5. **Rate Validity Period:** The L-1 Rate offered by the any Supplier Agency, its Rates for supply of requested item shall be applicable for entire one year period from the date mentioned in the Contract Agreement. The Rate Contract on Non-Judicial Stamp paper worth of Rs. 100/- shall be executed by AIIMS Bhopal along with L-1 Supplier Agency for supply of this item for One year period with L-1 Rate Vendor. The Non-Judicial Stamp paper shall be provided by the Supplier Agency for execution of Rate Contract.
6. **Each page of quotation must be printed on letter head of the company.**
7. **Each page of the quotation must be numbered and signed by the competent authority.**
8. **Supply/Delivery period:** The delivery against supply order shall be completed within 30 days of receipt of the supply order from AIIMS Bhopal through email/Speed post.
9. **Penalty:-** If the L-1 Supplier Agency failed to supply the consumables as per the specifications mentioned in the order within the due dates mentioned in the Purchase Order of AIIMS Bhopal, the supplier is liable to pay LD of 1% of the order value for every month of delay beyond the due date, subject to a maximum of 5%. The Director, AIIMS Bhopal reserve the right to cancel the orders in case the delay is more than 45 days, and penalty, if any will be deducted from the SD (Security Deposit) or amount due to the suppliers.

10. **Increase/Decrease in Quantity:-** The Quantity can be increased or decreased in either direction as per actual requirement of AIIMS Bhopal and Director/Medical Superintendent, AIIMS Bhopal reserve the right to order in staggered supply manner during the concurrency of Rate Contract Period.
11. **Supply Timings to AIIMS Bhopal:** The supply should be made between 9.30 am to 4.00 pm on any of the working day and 9.30 am to 2.00 pm on Saturday on designated store (i.e. Pharmacy Store, 1st Floor, AIIMS Bhopal Hospital, Saket Nagar, Bhopal). No partial supply will be entertained. However in case due to any reason part supply has been made the payment will be made only after the completion of complete supply.
12. **Replacement of Rejected Items/Stores:** All rejected items/stores shall be at the risk of the Supplier Agency and he must be removed the immediately on his own cost on receipt of written intimation from AIIMS Bhopal and supply back the fresh items/stores within a week time.
13. **Payments Terms:** Payments shall be made against Invoice/Bills in the name of “Director, AIIMS Bhopal, Saket Nagar, Bhopal” in triplicate duly signed by authorized signatory along with copy of Supply Challan and Test/Quality Reports of supplied items/Stores (if applicable). It shall be submitted to the dealing Store Official (i.e. Pharmacy Store) along with supplies. The payments shall be released after due Inspection and Final Acceptance of the supplied items/stores by the committee nominated by competent Authority of AIIMS Bhopal for this purpose at AIIMS Bhopal.
14. **Procedure of submission of Price Quotation:-** The sealed quotation for supply of requested item/items given at **Annexure-I Schedule of Requirement** should be reached and dropped into the tender Box kept in the Office of Store Officer, 1st Floor, Medical College Building, AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462 020 (MP), India on or before 22.01.2016 at 15.00 Hrs. duly sealed & clearly superscripted “Limited Tender Enquiry for supply of item under Tender No. 103 Category 008 (Molecular Biology Reagents and Kits) at AIIMS Bhopal Hospital”. All quotations should be typewritten or written with indelible ink. All over writing and erased entries will not be considered and treated as deleted entries from the quotations. The Price Quotations receipt after the due date and time, shall liable for rejection.
15. **Information Availability:** All updated information related with this Limited Tender Enquiry shall be available in the AIIMS Bhopal Website www.aiimsbhopal.edu.in and interested Bidder’s requested to visit time to time for keep update themselves.
16. **Communication:** Any Query regarding this Limited Tender Enquiry, the email at following email ID shall be forwarded: stores@aiimsbhopal.edu.in
17. **Right to Amend/Accept/Reject any offer:** Director, AIIMS Bhopal reserves the right to amend/accept/reject any offer against this Limited Tender Enquiry as per his discretion.
18. **Jurisdictions:** The Court of Bhopal shall alone have jurisdictions to decide any dispute arising out of or in respect of the contract.

Annexure-I

AIIMS BHOPAL LIMITED TENDER ENQUIRY FOR FINANCIAL YEAR 2015-16

Financial Bid (Price Quotation)

(Strictly in the format given below only in sealed Envelope in the Letter head of the Supplier Agency superscripted at "Financial Bid")

Limited Tender Enquiry No. Stores/2015-16/LTE-01/

Dated: 02.02.2016

Quotation Reference No. of the Tenderer: -

Dated:

Item No.	Name of the Item (As per the Schedule of Requirement)	Brand	Cat No.	Pack Size (Test Per Pack) (in Rs.)	Cost Per Pack (in Rs.)	Cost Per Test (in Rs.)	Discount Quoted* (in %)	Discount Applicable (in %)	Discounted Cost per Test (in Rs.)	Taxes Applicable (in %)	Net Cost per Test (in Rs.)	Net Cost per Pack
A	B	C	D	E	F	G=F/E	H(%)	I(%)	J=G-(G*I/100)	K(%)	L=J+(J*K/100)	M=L*E
1.	DNA Extraction Kit Kid should extract DNA from Clinical samples like CSF, Blood, Urine, Serum, Plasma, Tissue, BAL, Bacterial Cell Culture, Warts & Other Body fluids.											
2.	RNA Extraction Kit Kid should extract RNA from Clinical samples like CSF, Blood, Urine, Serum, Plasma, Tissue, BAL, Bacterial Cell Culture, Warts &											

Other Body fluids.											
--------------------	--	--	--	--	--	--	--	--	--	--	--

1. *Indicate the % of discount quoted for this item in the Financial Bid submitted against Tender No. 103 (AIIMS Bhopal/Empanelment of Vendors-Lab & Hospital Chemical & Plastic ware/2014-2015/01 Dated 05.05.2014).
2. The Price Quotation evaluation on the basis of per Test Price basis will be carried out and Successful L-1 Supplier Agency will be declared accordingly per Test Rate wise.
3. The Unit rates should be quoted inclusive of all kind of Freight chargers, Packing charges, Octroi, expenses and applicable Taxes should be quoted in respective column for supply of item up to F.O.R. at AIIMS Bhopal, Saket Nagar, Bhopal etc.

Name(s) & Signature of the Bidder with Stamp/Seal

Name of the Firm

Authorized Signatory:

Contact Details: Cell Nos.....Email Id :

Annexure-II

Undertaking for Acceptance of Terms & Conditions of AIIMS Bhopal

(Should be printed on the Official Letter Head of participating Bidder Company, duly signed and Stamped and accompany with Technical Bid Document)

Limited Tender Enquiry No. Stores/2015-16/LTE-01/

Dated: 02/02/2016

To

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

Sir,

1. The undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them. I have no objection for any of the content of this Limited Tender Enquiry document and I undertake not to submit any complaint/representation against the tender document after submission date and time of the tender. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of tender.
2. I/We undersigned hereby bind myself/ourselves to ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL, SAKET NAGAR, BHOPAL-462020 (MP) INDIA to supply the approved awarded Consumables/Equipment/Instruments/Apparatus/items in the approved prices to AIIMS Bhopal, during the Rate Contract period under this contract.
3. The articles shall be of the best quality and of the kind as per the requirement of the institution. The decision of the Director, AIIMS Bhopal, India (herein after called the said officer) as regard to the quality and kind of article shall be final and binding on me.
4. Bid security/Performance security (One time on fixed basis) of Rs. 5000/- Five Thousand shall be deposited by me in the form of FDR/Demand Draft/Banker's Cheque in the name of "Director, AIIMS Bhopal", payable at Bhopal as attached herewith and shall remain in the custody of the Director till the validity of the Tender Contract plus three month (i.e. for 15 months).
5. Should the said officer deem it necessary to change any article on being found of inferior quality, it shall be replaced by me/us free of cost in time to prevent inconvenience.
6. I/We hereby undertake to supply the items during the validity of tender as per directions given in supply order within stipulated period positively.
7. If I/We fail to supply the stores in stipulated period the AIIMS Bhopal hospital has full power to compound the loss through imposing penalty as per the Terms and Condition of this Limited Tender or forfeit the Bid Security/security deposit.

Limited Tender Enquiry No. Stores/2015-16/LTE-01/

Dated: 02/02/2016

8. I/We declare that no legal/financial irregularities are pending against the proprietor/partner of the Supplier Agency or manufacturer.
9. I/We undertake that the rates quoted by me when approved and selected by the Director, AIIMS Bhopal will be valid for one year from the date of approval of the rate contract. I undertake to supply the Consumables/equipment/stores within 30 days for Indian make items and within 45 days for imported items. I undertake to supply the order within stipulated period and if fail to supply order during the stipulated period the necessary action can be taken by the Director, AIIMS Bhopal, India.
10. I/We undertake that if the rates of any items are lowered due to any reason, I will charge the lower rates.
11. I/We undertake that the items supplied are as per Demonstration/Catalogue/technical literature description/Sample submitted along with Technical Bid.
12. I/We undertake that the quoted rates are not higher than that approved in any other Govt. institutions in India for the same items during the current Financial Year.
13. Affidavit regarding No CBI Inquiry/FEMA/ Criminal proceeding/Black listing is pending or going on against the manufacturer/bidder firm is also enclosed. I undertake that I will not submit any irrelevant documents with the tender and in doing so I will not have any objection if my tender is rejected on that ground.
14. I/we do hereby confirm that the prices/rates quoted are fixed and are at par with the prices quoted by me/us to any other Govt. of India/Govt. Hospitals/Medical Institutions/PSUs. I/we also offer to supply the Consumables/Equipment/stores at the prices and rates not exceeding those mentioned in the price bid or MRP in any condition.
15. I/we undertake to get the equipment repaired within 48 hours of the receiving of the complaint from the Hospital failing which a penalty of @ 1% of the cost may be recovered from the Bank Guarantee before releasing the same to us after 63 months.

Affirmation

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

Signature of the Supplier Agency Authorized Signatory with seal of the firm

(Name of Supplier Agency)

Place

Date.....

ANNEXURE – III

CRIMINAL LIABILITY UNDERTAKING

(To be executed on Rs.50/-Non-judicial Stamp Paper duly attested by Public Notary)

I.....S/o..... Resident of

.....

..... Do solemnly pledge and affirm: -

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

M/s.

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

Name&Signature

Seal of the participating Supplier Agency Authorized Signatory with Date

Affirmation/Verification