



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. 156: AIIMS Bhopal/Stores/MC/Reclining Chair/2014-2015/01

Dated : 11.10.2014

On behalf of **Director, All India Institute of Medical Sciences (AIIMS) Bhopal**, **Notice Inviting Tender for Supply of Reclining chair for patient's attendants at AIIMS Bhopal** are invited under **Two Bid System** in sealed cover.

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 Store Officer, 1st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462024 (MP) on any working day from 11.10.2014 to 30.10.2014 from 10.00 Hrs to 17.00 Hrs except Saturday/Sunday/Holyday on paying Cost of Tender Document (i.e. Rs. 525 /-(Non Refundable) in the form of DD, withdrawn from any Nationalized Bank in favour of "**Director, AIIMS Bhopal**"). Last date of submission of tenders is 31.10.2014 (Up to 14.00 Hrs) in the Tender Box kept in the Office of the undersigned.

(Admin Officer)



ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL

Saket Nagar, Bhopal-462024 (Madhya Pradesh) India

Website : www.aiimsbhopal.edu.in

Tender No. 156: AIIMS Bhopal/Stores/MC/Reclining Chair/2014-2015/01

Dated : 11.10.2014

Notice Inviting Tender for Supply of Reclining chair for patient's attendants at AIIMS Bhopal

On behalf of Director, AIIMS Bhopal, the Admin. Officer, AIIMS Bhopal, invites sealed tender under "TWO BIDS (TECHNICAL & FINANCIAL) SYSTEM" in prescribed tender document from firms/manufacturers/suppliers for "Supply of Reclining chair for patient's attendants at AIIMS Bhopal at AIIMS Bhopal".

Schedule of Requirement (Specification Given On Chapter-3, Page No-15 to 22)

| S.No | DESCRIPTION | Qty | Unit |
|-------------|---|------------|-------------|
| 1 | <p>Reclining chair for patient's attendants</p> <p>Reclining chair/ Sleeping chair on MS steel pipe frame. Cushioned, without pillow, as per representative images below, headrest to be created and contoured within the upholstery of the backrest mattress and not as a separate pillow as shown in this picture. Head angle between 130-140 degrees . The reclining chair should have a total undulating length of at least 180 cm including leg rests. The width of chair should be at least 30 inches (75-80 cm). Height of chair should be 30 - 40 cm from the floor</p> <p>MS steel frame in full length made of 2-2.5 inch high quality steel pipe circular or oblong to give more strength at places should be corrosion resistant and powder coated in TA grey colour. Foam Cushion on the chair should be 4 inch thick, single piece undulated with ILD 50 density high resiliency foam covered with high quality leatherette / Rexene. The covering material should be durable, non-erodible, non-cracking, long lasting, fire retardant, seamless double stitching without piping and azure blue in colour.</p> <p>The MS steel frame should have appropriate MS steel wire frame support with compressed spring suspensions to provide comfort to back. Long lasting comfort providing bed to mattress that should be durable for monkey use in hospital.</p> | 100 | Nos. |



Tender No. 156: AIIMS Bhopal/Stores/MC/Reclining Chair/2014-2015/01 Dated 11.10.2014

Schedule of Tender

| Sr. No. | Schedule | Particulars |
|---------|--------------------------------------|---|
| 1 | Cost of Tender Form | Rs. 525/- (Five Hundred Twenty Five 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 accompany above Tender Document cost DD in Technical Bid Envelop. |
| 2 | Date of issue of Tender Document | 11.10.2014 |
| 3 | Last date of Sale of Tender Document | 30.10.2014 |
| 4 | Pre-Bid Conference at AIIMS Bhopal | 18.10.2014 at 15:00 Hrs. at 1 st Floor, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal. |
| 5 | Date of submission of tender | 31.10.2014; 14.00 Hrs |
| 6 | Date of Opening of Technical Bid | 31.10.2014; 15.00 Hrs |
| 7 | Earnest Money Deposit | The DD/Banker’s Cheque/FDR of EMD of Rs. 20,000/- (Twenty Thousand Only) 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 Ninety Days 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. |

Note:-

The details of Tender Terms & Conditions are mentioned in Tender Document.

1. Tender Form can be purchased from **Office of Store Officer, 1st Floor, E-Wing, Medical College Building AIIMS Bhopal by paying Cost of Bid Document of Rs. 525/- (Five Hundred Twenty Five Only) Non Refundable** in form of Demand Draft of any Nationalized Bank drawn in favour of “**DIRECTOR, AIIMS BHOPAL**” payable at BHOPAL from 11.10.2014 to 30.10.2014 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. 525/- (Five Hundred Twenty Five 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.**

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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.edu.in for details of this Tender Document.

Enclosed: Tender Document

(Admin Officer)

Copy to:

1. Director/Dy. Director(Admin)/MS/Financial Advisor/Store Officer of AIIMS, Bhopal
2. Notice Board of MS/Admin/Store Department for wider publicity and Vendors information.
3. IT Department, AIIMS Bhopal- Requested for upload the same in the **AIIMS Bhopal Website**www.aiimsbhopal.edu.in / www.aiimsbhopal.nic.in / **CPP Portal** www.eprocure.gov.in for wider publicity.



ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL

Saket Nagar, Bhopal-462020 (Madhya Pradesh) India

Website : www.aiimsbhopal.edu.in

TENDER DOCUMENT

Supply of Reclining chair for patient's attendants at AIIMS Bhopal
Cost of Tender Document: Rs. 525/- (Five Hundred Twenty Five Only)
Non-Refundable.

(To be submitted in the form of Demand Draft, from any Nationalized Bank in favour of "Director, AIIMS Bhopal"; Those who has downloaded tender document directly from AIIMS Bhopal website www.aiimsbhopal.edu.in must accompany the cost of Tender Document DD as mentioned above along with their Technical Bid document envelope, failing which their bids shall be out rightly rejected).

IMPORTANT DATES

| | | |
|---|---|--|
| Publication of NIT in the News papers | : | 11.10.2014 |
| Uploading of NIT on AIIMS Bhopal website www.aiimsbhopal.edu.in | : | 11.10.2014 |
| Date of issue of Tender Document | : | 11.10.2014 |
| Last Date of Sale of Tender Document | : | 30.10.2014 |
| Last Date & time for submission of Tender Document | : | 30.10.2014 up to 14.00 Hrs. At the Tender Box kept at the Office of Store Officer, 1 st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP) |
| Pre-Bid Conference at AIIMS Bhopal | : | 16.10.2014 at 15:00 Hrs. at 1 st Floor, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal. |
| Date & time for opening of Technical Bid | : | 31.10.2014 at 15.00 Hrs. In the 1 st Floor, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP) |
| Date & time for opening of Financial Bid | : | Will be intimated separately in due course of time to only those Bidders, who have Qualify in Technical Bid (i.e. whose bids found "Technical Responsive"). |



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Tender No. 156: AIIMS Bhopal/Stores/MC/Reclining Chair/2014-2015/01 Dated : 11.10.2014

NOTICE INVITING TENDER

For Supply of Reclining chair for patient's attendants 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 Supply 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. 525/- (Five Hundred Twenty Five Only) (Non Refundable) including VAT@5%.Tender document can be had in person from the Office of the Store Officer on any working day from 11.10.2014 to 30.10.2014 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 (EMD) is of Rs. 20,000/- (Twenty Thousand Rupees Only) (Non-Interest bearing). 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 Chapter-7 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 Banker's Cheque/Demand Draft (Non-Interest Bearing)/FDR from any Nationalized Bank and the same should be drawn in favour of "**Director, AIIMS Bhopal**" payable at Bhopal.
4. The Tenderer is required to prepare two sealed envelope super scribed as (i) envelope -I-Technical Bid, and (ii) envelope-II –Financial Bid. Both envelopes should be kept **in one main sealed** envelope super scribed as "Tender for Supply of Reclining chair for patient's attendants at AIIMS Bhopal due on 31.10.2014".
5. The tenderer has to drop the envelope 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-462020 (MP) on or before 31.10.2014.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 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

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authority of AIIMS Bhopal. The offer should remain valid for a minimum period of 90 days. 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 (Page No. 8 to 8)**
- **Chapter-2: Terms and Conditions of Contract (Page No.9 to 11)**
- **Chapter-3: Schedule of Requirements & Technical Specifications (Page No. 12 to 13)**
- **Chapter-4: Technical Bid (Page No. 14 to 15) and Certificate (Page No. 16)**
- **Chapter-5: Check List (Page No. 17)**
- **Chapter-6: Contract Form (Page No. 18 to 20) and Performance Bank Guarantee Form (Page No.21)**
- **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 Supply of Reclining Chair) (Page No. 22)**

Chapter – I

GENERAL INSTRUCTIONS TO BIDDERS

1. The Tenderer must fulfil the following specifications/conditions:-
 - (a) The tenderer should have its own Bank Account, PAN, TAN, TIN, VAT and Service Tax Number. Payment will be made electronically only.
 - (c) The rates are to be quoted on FOR-Destination inclusive of all taxes only. However, their breakup is necessary.
 - (d) The offer of Tenderers quoting rates as per Technical Specifications laid down in Schedule of Requirement and Technical Specifications (Chapter-3).
 - i) **Should have satisfactorily completed Similar Single Work of Rs. 7 Lakh**
OR
 - ii) **Should have satisfactorily completed Two Similar works each costing Rs. 6 Lakh**
OR
 - iii) **Should have satisfactorily completed Three Similar Works each costing Rs. 4 Lakh**
 - (f) The tenderer should submit the previous installation orders showing clear values.
 - (g) The tenderer should give an Affidavit duly Notarized on Stamp Paper worth Rs. 50/- 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.
 - (h) The tenderer should be financially sound and in a position to carry out any other additional supply and installation work order on approved L-1 Rates under this Rate Contract as per the need of AIIMS Bhopal on a short notice.
 - (i) The Director, AIIMS Bhopal reserves the right to reject any or all tenders without assigning any reasons whatsoever.

Chapter -2

TERMS AND CONDITIONS

1. This rate contract is of initial validity for Supply of Reclining chair for patient's attendants at AIIMS Bhopal for a period of one year from the date of award of contract or as indicated in the Rate Contract Agreement. The contract may be extendable year to year subject to a maximum period of 1 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) 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.
 - (b) The Tenderer should be a reputed & financially sound parties having minimum experience of two years and expertise in supplies to Central Government Institutes/Ministries/Departments/Public Sector & Undertakings/Reputed Private Organizations etc. Proof of experience in the form of copy of certificates obtained from Govt. Dept./PSU's/Organizations etc. should be enclosed. Copy of Income Tax Return and Audited Certified Accounts for the last three financial years may also be enclosed with the Technical Bid.
 - i) **Should have satisfactorily completed Similar Single Work of Rs. 7 Lakh**
OR
 - ii) **Should have satisfactorily completed Two Similar works each costing Rs. 6 Lakh**
OR
 - iii) **Should have satisfactorily completed Three Similar Works each costing Rs. 4 Lakh**
 - (c) The amount of Earnest money deposit (EMD) is of Rs. 20,000/- (Twenty Thousand Rupees Only) (Non-Interest bearing). 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 Chapter-7 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 Banker's Cheque/Demand Draft (Non-Interest Bearing)/FDR from any Nationalized Bank and the same should be drawn in favour of "**Director, AIIMS Bhopal**" payable at Bhopal.
 - (d) The successful Tenderer shall have to deposit a **Performance Security @10% of order value on each occasion in the form of Demand Draft/Banker's Cheque/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 (i.e. for 39 months from the date of Purchase Order). 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 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.
 - (e) The Tenderer should give an affidavit duly notarized on Stamp paper worth Rs. 50/-, there in clearly and unambiguously 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 Supply of Reclining chair for patient's attendants at AIIMS Bhopal etc. during last two years nor has been penalized by such organization on account of poor/spurious quality/after sales services.

- (f) 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 of Reclining chair for patient's attendants at AIIMS Bhopal 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 (at any place in AIIMS Bhopal) complete job basis, no other charges whatsoever are payable extra by AIIMS Bhopal to any successful Tenderer.
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.
5. Order shall be issued on requirement basis. Bills in triplicate for the items supplied, installed & put to the working conditions may be part of the work & satisfaction of the competent authority, 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. **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.. The vendor shall be responsible for the quality of supply.
7. **Delivery:** 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).
8. 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.
9. 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.
10. 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 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.
11. 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.
12. 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 i.e. 1 year and the request to increase the rates for any or all items, during the currency of contract, shall not be entertained at any stage.

13. 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 Supply of Reclining Chair on the basis of procurement/ supply order, the contract shall stand cancelled & the performance security shall stand forfeited.
14. The conditional/incomplete bids shall not be considered and shall be declared un-responsive.
15. 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.
16. The tender documents should be sealed and clearly super-scribed with the words "Tender for Supply of Reclining chair for patient's attendants at AIIMS Bhopal at AIIMS Bhopal".
17. Any complementary scheme offered by the manufacturer shall be provided to the All India Institute of Medical Sciences (AIIMS) Bhopal with no additional cost.
18. The company partnership shall not be altered without approval of AIIMS Bhopal.

(Authorized Signatory)

All Terms and Conditions Read & Signed by me

Signature:

Name of Tenderer.....

Rubber Stamp.....

Chapter – 3

Schedule of Requirement and Technical Specifications

1. The supply order may be given to the approved L-1 Agency and Agency will have to supply the same immediately but not later than the period as stipulated in the Despatch Instructions/Purchase cum Supply Order at the specified location intimated by the Competent Authority of AIIMS Bhopal.
2. The items will be supplied at the destination location (Place) as stated in the Despatch Instructions/Purchase cum Supply Order/Intimated after receiving Material by Competent Authority at AIIMS Bhopal.
3. 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 Reclining chair for patient's attendants at AIIMS Bhopal beyond office hours/holidays/place of supply and Installation for which, no additional payment shall be made.

| S.No | DESCRIPTION | Qty | Unit |
|------|--|------------|-------------|
| 1 | <p>Reclining Chair</p> <p>Reclining chair/ Sleeping chair on MS steel pipe frame. Cushioned, without pillow, as per representative images below, headrest to be created and contoured within the upholstery of the backrest mattress and not as a separate pillow as shown in this picture. Head angle between 130-140 degrees . The reclining chair should have a total undulating length of at least 180 cm including leg rests. The width of chair should be at least 30 inches (75-80 cm). Height of chair should be 30 - 40 cm from the floor</p> <p>MS steel frame in full length made of 2-2.5 inch high quality steel pipe circular or oblong to give more strength at places should be corrosion resistant and powder coated in TA grey colour. Foam Cushion on the chair should be 4 inch thick, single piece undulated with ILD 50 density high resiliency foam covered with high quality leatherette / Rexene. The covering material should be durable, non-erodible, non-cracking, long lasting, fire retardant, seamless double stitching without piping and azure blue in colour.</p> <p>The MS steel frame should have appropriate MS steel wire frame support with compressed spring suspensions to provide comfort to back. Long lasting comfort providing bed to mattress that should be durable for monkey use in hospital.</p> | 100 | Nos. |

The Technical Bid & Financial Bid should be kept in two separate sealed envelope superscripting with "Technical Bid for Supply of Reclining Chair at AIIMS Bhopal" and "Financial Bid for Supply of Reclining Chair at AIIMS Bhopal" otherwise the Tenderer bid will be rejected.

These are only general pictures for reference for the above specs.



Chapter – 4

TECHNICAL BID

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

1. For the Supply of Reclining Chair at All India Institute of Medical Sciences (AIIMS) Bhopal, Saket Nagar, Bhopal-462024 (MP)
2. Name of Company/Firm/Agency and its : _____
Registration No.
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. 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. Lakh) | Remarks, if any |
|----------------|-------------------|-----------------|
| 2011-2012 | | |
| 2012-2013 | | |
| 2013-2014 | | |

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 2010-11, 2011-2012 and 2012-2013).

11. 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. | Details of client along with address, telephone numbers and Fax numbers | Amount of Contract (Rs. in Lakh) | Duration of Contract | |
|--------|---|----------------------------------|----------------------|----|
| | | | From | To |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

(Signature of authorized person)

Date : _____ Full Name: _____

Place: _____ Seal: _____

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 Supply of Reclining Chair etc. 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: _____

Chapter-5

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

DOCUMENTS REQUIRED TO BE SUBMITTED WITH TECHNICAL BID:-

1. **The Cost of Tender Document** enclosed in the form of **Demand Draft of Rs. 525/- (Five Hundred Twenty Five 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 of Rs. 20,000/- (Twenty Thousand only)** in the form of **Demand Draft** from any Nationalized Bank in favour of **“Director, AIIMS Bhopal”**, payable at Bhopal and must accompanied with Technical bid.
3. Technical bid Form duly Filled, Signed & Stamped.
4. Tender document each page duly Signed, Stamped and page numbering done.
5. Proof of Office Address.
6. Proof of Bank account Number.
7. Attested Copy of PAN, TAN, TIN VAT, Service Tax Registration Number etc.;
8. Self-attested copies of the IT returns for last 3 Year’s;
9. Audited Certified copies of Accounts for last 3 Year’s;
10. The rates for quoted items shall have quoted in the Format given in Financial Bid (Chapter7) and sealed, signed Financial Bid kept in Financial Bid Envelope separately.
11. Attested copy of Three years experience certificate obtained from Govt. Dept./PSU.
12. An Affidavit duly Notarized on Stamp Paper worth of Rs. 50/- 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

13. The tendering Firm/Agency/Company should quote their rates for 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 Supply of Reclining Chair 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 Supply of Reclining Chair at AIIMS Bhopal’** and **“Financial Bid for Supply of Reclining Chair at AIIMS Bhopal’**. Both sealed envelopes should be kept in a third bigger sealed envelope super-scribed with the words **“Tender for Supply of Reclining Chair at AIIMS Bhopal”**.

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 fourteen 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 Supply of Reclining Chair 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 install Supply of Reclining Chair items to All India Institute of Medical Sciences (AIIMS) Bhopal, Saket Nagar, and 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.
4. If the selected Agency fails to deliver Supply of Reclining Chair 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 Supply of Reclining Chair, 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

Tender No. 156: AIIMS Bhopal/Stores/MC/Reclining Chair/2014-2015/01 Dated 11.10.2014

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 sub contract its rights and liabilities under this contract to any other agency/is without prior written consent of the AIIMS Bhopal. If it is found that the firm has given sub-contract for Supply of Reclining Chair 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 Supply of Reclining Chair 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 Supply of Reclining Chair 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.
12. **Delivery:** 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).
13. Any complementary scheme offered by the manufacturer shall be provided to the AIIMS Bhopal with no additional cost.
14. 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 Supply of Reclining Chair Equipment's supplier Agency and the All India Institute of Medical Sciences (AIIMS) Bhopal.
15. 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 Supply Of Reclining Chair.

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:

| | |
|--|---|
| For and on behalf of the ' Agency ' Signature of the authorized Official | For and on behalf of the " Director, AIIMS Bhopal " Signature of the authorized Officer |
|--|---|

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| | |
|--|--|
| <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'</p> <p>in presence of</p> <p>Witness: _____</p> <p>Name : _____</p> <p>Address: _____</p> <p>_____</p> | <p>Name of the Officer</p> <p>By the said</p> <p>_____ Name</p> <p>on behalf of the "Director, AIIMS Bhopal"</p> <p>in presence of</p> <p>Witness: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>_____</p> |
|--|--|

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- 462 024 (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 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

Chapter – 7

Financial Bid

Supply of Reclining chair for patient's attendants at AIIMS Bhopal at AIIMS Bhopal, Saket Nagar, Bhopal-462 024. The price bid should be kept in separate sealed envelope superscripting "Financial Bid for Tender No. 156: AIIMS Bhopal/Stores/MC/Reclining Chair/2014-2015/01 Dated: 11.10.2014

*AIIMS Bhopal authorities reserve the full rights to increase/decrease the quantity of items 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.

Item number- 1 Price bid form.

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
|------|-----------------|-----|------|------------------------------|------------------------------------|--|--|--|
| S.No | DESCRIPTION | Qty | Unit | Basic Cost per Unit (in Rs.) | VAT and all other applicable taxes | Fewer Discounts Offered (if Any) per unit (in Rs.) | Total unit Cost including all taxes (FOR Destination) (in Rs.) | Total Cost for Quantity given in Column 4 (including all taxes in Rs.) |
| 1 | Reclining Chair | 100 | Nos | | | | | |

Seal and signature of bidder

Dated -

The Technical Bid & Financial Bid should be kept in two separate sealed envelope superscripting with "Technical Bid for Supply of Reclining Chair at AIIMS Bhopal' and "Financial Bid for Supply of Reclining Chair at AIIMS Bhopal' otherwise the Tenderer bid will be rejected.