



# **E-Procurement Tender**

**ALL INDIA INSTITUTE OF MEDICALS SCIENCE BHOPAL  
SAKET NAGAR, BHOPAL - 462020**

## **E-TENDER**

**Award of Rate Contract for Supply of Consumables for  
Sysmex CA-1500 Fully Automated Coagulation analyzers  
Machine for the Department of Pathology & Lab Medicine  
Department,**

**At  
All India Institute of Medical Sciences (AIIMS),  
Bhopal**

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL**  
**Saket Nagar, Bhopal-462020 (India) Ph.0755-2835238**  
**Website : [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) Email : [sps@aiimsbhopal.edu.in](mailto:sps@aiimsbhopal.edu.in)**  
**E-tendering Portal: <https://www.tenderwizard.com/AIIMSBHOPAL>**



## **ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL**

Saket Nagar, Bhopal-462020 (India)

Website : [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) Email : [sps@aiimsbhopal.edu.in](mailto:sps@aiimsbhopal.edu.in)

E-tendering Portal: <https://www.tenderwizard.com/AIIMSBHOPAL>

### **E-Tender Notice**

### **PUBLIC TENDER**

The Director, AIIMS Bhopal invites E-tenders in Two Bid System (i.e. Technical and Financial Bid) from manufacturer or their Authorized dealer for Supply of Consumables for Sysmex CA-1500 fully automated Coagulation analyzers machine for the Department of Pathology & Lab Medicine Department, at All India Institute of Medical Sciences (AIIMS), Bhopal through on line e-procurement portal i.e. <https://www.tenderwizard.com/AIIMSBHOPAL>

Sl. No.	e-Tender No.	Description	EMD
01	E-Tender No. AIIMS/Bhopal/P&S/RC/ 2019-20/ET -035	Award of Rate Contract of Consumables for Sysmex CA-1500 automated Coagulation analyzers machine for the Department of Pathology & Lab Medicine Department, at All India Institute of Medical Sciences (AIIMS), Bhopal	80,550/-

Bidders can download complete set of bidding document from e-procurement platform <https://www.tenderwizard.com/AIIMSBHOPAL>

The e-tender notice and Tender documents is also available in our website: [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in)  
Bidders have to submit the bids online by uploading all the required documents through <https://www.tenderwizard.com/AIIMSBHOPAL>

Bid Submission End date : 17/06/2019

Bid Opening date : 18/06/2019

**Bids for this tender will be accepted through online only. Manual bids will not be accepted under any circumstances.**

The Director, Bhopal reserves the right to accept or reject any quotation in full or part thereof without assigning any reason.

**Sr. Procurement Cum Stores Officer  
For & on behalf of AIIMS Bhopal**



**ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL****Saket Nagar, Bhopal-462020 (India)**Website :[www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) Email : [spsa@aiimsbhopal.edu.in](mailto:spsa@aiimsbhopal.edu.in)E-tendering Portal: <https://www.tenderwizard.com/AIIMSBHOPAL>**Manual bids will not be accepted under any circumstances.****Award of Rate Contract for Supply of Consumables for Sysmex CA-1500 Fully Automated Coagulation analyzers Machine for the Department of Pathology & Lab Medicine Department, at All India Institute of Medical Sciences (AIIMS), Bhopal**

1.	<b>Instructions to bidders</b>	<b>As per Annexure-I</b>	
2.	<b>General Terms and Conditions</b>	<b>As per Annexure-II</b>	
5.	EMD	<p>Bidders shall submit EMD either by FD drawn in favor of Director AIIMS Bhopal, for a sum of Rs.80,550/- (Rupees Eighty Thousand Five Hundred Fifty Only ) payable at AIIMS Bhopal only.</p> <p style="text-align: center;"><b>Or</b></p> <p>In the form of a bank guarantee for a sum of Rs.80,550/- (Rupees Eighty Thousand Five Hundred Fifty Only ) payable at AIIMS Bhopal only.</p> <p>The scanned copy of FD/BG is to be uploaded on website of the Tender wizard while submitting the bid.</p> <p>The Original FD/BG of EMD should reach AIIMS Bhopal within the bid submission date and time for the tender.</p> <p><b>Bids received without EMD will be rejected.</b></p>	
6.	<b>Critical Dates</b>	<b>Date (DD/MM/YYYY)</b>	<b>Time (Hrs. Mins)</b>
	Tender Publishing date	27/05/2019	11.00
	Document download start date	28/05/2019	11.00
	Document download end date	15/06/2019	17.00
	Pre-Bid Meeting	31/05/2019	15:00
	Seek Clarification end date	01/06/2019	17.00
	Bid Submission start date	01/06/2019	11.00
	Bid Submission end date	17/06/2019	14.00

	Bid opening date	18/06/2019	15.00
--	------------------	------------	-------

**Exemption:** Firms registered with NSIC (for sales & Service of Similar reagents) are exempted from submission of EMD (subject to the financial limits indicated in the NSIC certificate). Govt. of India/State Government departments/Undertakings are also exempted from EMD. However, the respective firm / departments have to submit the relevant certificate (NSIC etc.) and financial limit to avail this exemption.

#### Clarification of bidding documents.

Prospective bidders requiring any clarification on the tender document shall contact the purchaser in writing at the purchaser's e-mail address i.e. [sps@aiimsbhopal.edu.in](mailto:sps@aiimsbhopal.edu.in). The purchaser will respond in writing (e-mail) to any request for clarification, provided that such request is received not later than ten (10) days prior to the deadline for submission of bids.

#### Amendments in Bidding Documents

At any time till **7 (seven) days** before the deadline for submission of bids, the AIIMS Bhopal may, for any reason, whether suo motu or in response to a clarification requested by a prospective Bidder, modify the bidding document through amendment. All amendments will be uploaded on the website regularly. AIIMS Bhopal shall not be responsible to notify the amendments to individual bidders. All amendments by the AIIMS, till 7 (seven) days before the deadline for submission of bids, shall be binding on the participatory bidders

Any query related to this E-tender should be mailed to <https://www.tenderwizard.com/AIIMSBHOPAL> For E - tendering Queries contact Representative of ITI Limited (Bhopal). Email : [twhelpdesk674@gmail.com](mailto:twhelpdesk674@gmail.com) , Mob: 09981783170, 9039006656 . AIIMS Bhopal Email: [sps@aiimsbhopal.edu.in](mailto:sps@aiimsbhopal.edu.in), Phone : 0755-2835238

## **E-TENDERING/ INSTRUCTIONS TO BIDDERS**

The bidders are required to submit soft copies of their bids electronically on the **tenderwizard.com/AIIMSBHOPAL** Portal, using valid Digital Signature Certificates. The Instruction given below are meant to assist the bidders in registering on the **tenderwizard.com/AIIMSBHOPAL** Portal, prepare their bids in accordance with the requirements and submitting their bids online on the **tenderwizard.com/AIIMSBHOPAL** Portal.

More Information useful for submitting online bids on the **tenderwizard.com/AIIMSBHOPAL** Portal may be obtained at:**www.tenderwizard.com/AIIMSBHOPAL**

### **Instructions:**

- 1. Tender Bidding Methodology: Two Stage Online Bidding**
- 2. Broad outline of activities from prospective Bidders:**

1. Procure a Class III Digital Signature Certificate (DSC)
2. Register on the e-Procurement portal [www.tenderwizard.com/AIIMS BHOPAL](http://www.tenderwizard.com/AIIMS BHOPAL)
3. Create Users on the above portal
4. View Notice Inviting Tender (NIT) on the above portal
5. Download Official Copy of Tender Documents from the above portal
6. Seek Clarification to Tender Documents on the above portal. View response to queries of bidders, posted as addendum, by AIIMS BHOPAL
7. Bid-Submission on the above portal.
8. Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Technical Part
9. Post-TOE Clarification on the above portal (Optional) – Respond to AIIMS BHOPAL's Post-TOE queries.
10. Attend Public Online Tender Opening Event (TOE) on the above portal - Opening of Financial Part (Only for Technical Responsive Bidders)

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the above portal.

### 3. Digital Certificates:

For integrity of data and authenticity / non-repudiation of electronic records, and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC), of Class III, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

### 4. Registration :

To use the Electronic Tender portal [www.tenderwizard.com/AIIMS BHOPAL](http://www.tenderwizard.com/AIIMS_BHOPAL), vendors need to register on the portal. Registration of each organization is to be done by one of its senior persons vis-à-vis Authorized Signatory who will be the main person coordinating for the e - tendering activities. In the above portal terminology, this person will be referred to as the Super User (SU) of that organization. For further details, please visit the website/portal, and follow further instructions as given on the site. Pay Annual Registration Fee as applicable.

**Note:** After successful submission of Registration details and Annual Registration Fee, please contact to the Helpdesk of the portal to get your registration accepted/activated.

5. The Bidder must ensure that after following above, the status of bid submission must become "Submitted".
6. Please take due care while scanning the documents so that the size of documents to be uploaded remains minimum. If required, documents may be scanned at lower resolutions say at 150 dpi. However it shall be sole responsibility of bidder that the uploaded documents remain legible.
7. It is advised that all the documents to be submitted are kept scanned or converted to PDF format in a separate folder on your computer before starting online submission.
8. The Financial part may be downloaded and rates may be filled appropriately. This file may also be saved in a folder on your computer. Please don't change the file names & total size of documents (Preferably below 5 MB per document) may be checked.

### 9. Bid submission

The entire bid-submission would be online on the Tender wizard portal i.e. [https://www.tenderwizard.com/AIIMS BHOPAL](https://www.tenderwizard.com/AIIMS_BHOPAL)

#### **Broad outline of submissions are as follows:**

1. Submission of Bid Parts (Technical & Financial)
2. Submission of information pertaining to Bid Security/ EMD.
3. Submission of signed copy of Tender Documents/Addendums.

- 10.** The TECHNICAL PART shall consist of Electronic Form of Technical Main Bid and Bid Annexure. Scanned/Electronic copies of the various documents to be submitted under the Eligibility Conditions, offline submissions, instructions to bidders and documents required establishing compliance to Technical Specifications and Other Terms & Conditions of the tender are to be uploaded.
- 11.** The FINANCIAL PART shall consist of Electronic Form of Financial Main Bid and Financial Bid Annexure, if any. Scanned copy of duly filled price schedule as **Annexure** are to be uploaded.

**12. Offline Submissions:**

The bidder is requested to submit the following documents offline to **The Sr. Procurement-cum Store Officer, 3<sup>rd</sup> Floor Hospital Complex Central Stores AIIMS Bhopal Saket Nagar Bhopal (MP) – 462020** on or before the date & time of submission of bids specified in covering letter of this tender document, in a Sealed Envelope. The envelope shall bear (name of the work), the tender number and the words 'DO NOT OPEN BEFORE' (due date & time).

- 13.** EMD-Bid Security in Original, in shape of DD/BG only in favour of Director, AIIMS Bhopal, valid for a period **180 days**

- 14.** Documents as Per e-Tender

**15. Public Online Tender Opening Event (TOE)**

The e-Procurement portal offers a unique facility for 'Public Online Tender Opening Event (TOE). Tender Opening Officers as well as authorized representatives of bidders can attend the Public Online Tender Opening Event (TOE) from the comfort of their offices.

- 16.** For this purpose, representatives of bidders (i.e. Supplier organization) duly authorized. Every legal requirement for a transparent and secure 'Public Online Tender Opening Event (TOE)' has been implemented on the portal. As soon as a Bid is decrypted, the salient points of the Bids are simultaneously made available for downloading by all participating bidders. The medium of taking notes during a manual 'Tender Opening Event' is therefore replaced with this superior and convenient form of 'Public Online Tender Opening Event (TOE)'. The portal a unique facility of 'Online Comparison Statement' which is dynamically updated as each online bid is opened. The format of the Statement is based on inputs provided by the Buyer for each Tender. The information in the Comparison Statement is based on the data submitted by the Bidders. A detailed Technical and or Financial Comparison Statement enhance Transparency. Detailed instructions are given on relevant screens. The portal has a unique facility of a detailed report titled 'Online Tender Opening Event (TOE)' covering all important activities of 'Online Tender Opening Event (TOE)'. This is available to all participating bidders for 'Viewing/Downloading'. There are many more facilities and features on the portal. For a particular tender, the screens viewed by a Supplier will depend upon the options selected by the concerned Buyer.

**17. Important Note:** In case of internet related problem at a bidder's end, especially during 'critical events' such as – a short period before bid-submission deadline, during online public tender opening event it is the bidder's responsibility to have backup internet connections. In case there is a problem at the e-procurement / e-auction service-provider's end (in the server, leased line, etc) due to which all the bidders face a problem during critical events, and this is brought to the notice of AIIMS BHOPAL by the bidders in time, then AIIMS BHOPAL will promptly reschedule the affected event(s).

## 18. Other Instructions

For further instructions, the vendor should visit the home-page of the portal. The complete help manual is available in the portal for Users intending to Register / First-Time Users, Logged-in users of Supplier organizations. Various links are also provided in the home page.

**19. Important Note:** It is strongly recommended that all authorized users of Supplier organizations should thoroughly pursue the information provided under the relevant links, and take appropriate action. This will prevent hiccups and minimize teething problems during the use of the said portal.

**Schedule of Requirement: Item wise detailed Technical Specification of Reagents for the Automated Coagulation Analyser, Make:Sysmex, Model: CA1500 and Schedule of Requirement is as follows:-**

**Table -1:**

S.No.	<u>Description</u>	Requirement for one year
<b>Basic consumables and controls</b>		
1	CA Clean I (GSA-500A)	50
2	CA Clean II (GSZ-500A)	7
3	Reaction Tubes SU-40	5
4	Sample Plate SAP 400A	3
5	Control Plasma N	5
6	Control Plasma P	5
7	Standard Human Plasma	4
8	PT- Multi Calibrator	5
9	LA control High	5
10	Innovance D-Dimer Control	2
11	Citrol 1E	5
12	Citrol 2E	5
13	Citrol 3E	5
<b>Reagents</b>		
1	Thromborel S	24
2	Actin FS (10 x 02 ml)	24



3	Calcium Chloride (0.025mol/L)	12
4	Innovance D-Dimer Kit	10
5	Factor V Deficient Plasma	1
6	Factor VII deficient Plasma	1
7	Factor VIII deficient Plasma	2
8	Factor IX deficient Plasma	2
9	Factor X deficient Plasma	1
10	FBG determination kit	2
11	LA 1	12
12	LA 2	12
13	Innovance vWF Act	1
14	Berichrom PC (4 ml x 1)	1
15	Pro C Global	1
16	Protein S Ac	1
17	Innovance Free Protein S Ag	1
18	Innovance Antithrombin 4x2.7ml	1
19	Berichrom A2-Antiplasmin	1
20	Berichrom PLG	1
21	Berichrom PAI	1
22	Berichrom Factor XIII	1
23	Test Thrombin Reagent (30 NIH)	2
24	Owren's Veronal Buffer	12

**Note:** All bidders should quote item/items with following approved standards and shelf life:-

1. Bidder must enclosed copy of Valid License which is applicable /GMP /WHO/ISO/USFDA/ CE (European) /BIS /Accreditation of Govt. approved Laboratories certificate.
2. Manufacturers/suppliers should have relevant ISO certification for quality standards.
3. Substandard items must be replaced within 30 days times by the approved Supplier Agency, if any such intimation received from AIIMS Bhopal in writing.
4. The minimum shelf life of the supplied items must be Six month from the date of supply, if in case, the supplied items have not consumed by AIIMS Bhopal within shelf life period, and intimated by AIIMS Bhopal to the Bidder in writing, the approved supplier agency is liable and will arrange the replacement of such items without charging any extra cost to AIIMS Bhopal.

**The following 'FOUR KEY INSTRUCTIONS for BIDDERS' must be assiduously adhered to:**

1. Obtain individual Digital Signature Certificate (DSC) well in advance of your first tender submission deadline on the portal.
2. Register your organization on the portal well in advance of your first tender submission deadline on the portal
3. Get your organization's concerned executives trained on the portal well in advance of your first tender submission deadline on the portal
4. Submit your bids well in advance of tender submission deadline on the portal (There could be last minute problems due to internet timeout, breakdown etc.)

20. While the first three instructions mentioned above are especially relevant to first-time users on the portal, the fourth instruction is relevant at all times. Minimum Requirements at Bidders end Computer System with good configuration (Min P IV, 1 GB RAM, Windows XP) Broadband connectivity. Microsoft Internet Explorer 8.0 or above. Digital Certificate(s) Vendors Training Program Necessary training to each and every registered bidder under this portal shall be impacted by the ASP, M/s. ITI, Bhopal, if required, before participation in the online tendering.
21. Bidder should arrange for the EMD as specified in the tender. The original should (be posted/couriered/given in person) to the Tender Inviting Authority, within the bid submission date and time for the tender.
22. The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
23. In case of Offline payments, the details of the Earnest Money Deposit (EMD) document submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected.
24. The **Tender Inviting Authority (TIA)** will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
25. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
26. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.

***For any further assistance, please contact Representative of ITI Limited (Bhopal) at email: [twhelpdesk674@gmail.com](mailto:twhelpdesk674@gmail.com), Mob: 09981783170, 9039006656, AIIMS Bhopal Email: [sps@aiimsbhopal.edu.in](mailto:sps@aiimsbhopal.edu.in), Phone :0755-2035238***

**Annexure-II**

**General Terms and Conditions**

**Subject: - Notice inviting e-bids for award of rate contract for supply of Consumables for Sysmex CA-1500 fully automated Coagulation analyzers machine for the Department of Pathology & Lab Medicine Department, at All India Institute of Medical Sciences (AIIMS),Bhopal for the period of 01 years, and extendable for 01 more year on Mutual concern of both the Parties**

**1. Parties :**

The parties to the contract are the contractor (the tenderer to whom the work have been awarded) and the AIIMS through Senior Procurement cum Stores Officer, All India Institute of Medical Sciences, Bhopal for and on behalf of the Director, AIIMS Bhopal.

**2. "PRE – BID Meeting" with the intending bidders shall be held on 31/05/2019 at 03:00 P.M. onwards at Conference Hall, AIIMS Bhopal.**

3. Proposal for rate contract may be submitted in the prescribed format and all columns may be filled up. Incomplete proposals and tenders received after due date shall not be entertained. The Institute shall not be responsible for any postal delay and delay in receipt of the offer]. Any bids received on line by the Institute which does not fulfill the desired terms and conditions shall be rejected outright and no communication in this regard shall be sent. Delayed / Late Bids will not be accepted, at any circumstances.

4. Quotations qualified by such vague and indefinite expression such as "Subject to prior confirmation", "Subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly. Any conditional tender shall be rejected summarily.

5. The Manufacturers (OEMs) / principals offering for the Rate Contract may furnish the name and address of their **local authorized distributor / dealer**, so that the copies of orders could be endorsed to the principal, the bills raised by dealer stockiest them against our purchase order will be accepted, for payment to them directly

6. Any addition and deletion of authorized dealership / distributorship shall be intimated to the Institute immediately along with the Name address, and Contact Number of the Newly authourized dealer/Distributor etc.

7. At any time prior to date of submission of tender, Tender Inviting Authority may, for any reason or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website of AIIMS Bhopal (<http://www.aiimsbhopal.edu.in>). In order to provide reasonable time to take the amendment into account in preparing their bid, Tender Inviting Authority may or may not, at his discretion, extend the date and time for submission of tenders.

8. A copy of current rate list duly signed& soft copy in CD will be submitted separately in sealed cover so s to reach one day before the end date for submission of bid.

9. The bidders are required to mention % of tax applicable on each item. Otherwise rates will be treated as inclusive of all taxes.
10. An undertaking may be given that the rate shown in the rate list will remain valid for the entire duration of rate contract irrespective of validity period, Annexure - VI
11. Trade discount along with certificate certifying that higher discount is not given to any other Department/Organization/Institution than offered should be enclosed with Financial Bid.
12. The percentage of discount quoted by each firm in tenders be given both in words and figures.
13. In case the price list for the **previous year 2017-18 is still valid** for the entire period of rate contract for the **year 2018-19** or till contract period a certificate to this effect may please be furnished duly signed by the authorized signatory.
14. No equipment, apparatus, is covered under this rate contract.
15. A Certificate to be given by the tendered that the rate list supplied against the tender is the only one in circulation.
16. In case of supply of goods made through valid authorized dealer, **their name & mail address may be declared / indicated in the tender.**
17. **Authorization certificate in respect of foreign firms duly self-attested and showing validity period may be submitted.**
18. Enlistment under Rate Contract with this Institute does not ensure business of any quantum, whatsoever. Any deviation from the Terms & Conditions mentioned above will imply disqualification of the Tenderer.
19. **DOCUMENTS COMPRISING THE ONLINE BID:**  
The bids submitted to online by the bidder shall comprise of (1) Technical Bid and (2) Financial Bid:
  1. **Technical Bid:** - To qualify in the Technical Bid the firm should have the minimum eligibility criteria as under and the firm in this regard must submit the following documents in support of their eligibility criteria: -
    - (a) Valid registration certificate of the firm of the Govt. / State Govt.
    - (b) Duly filled format of Technical Bid as per **Annexure-IV**
    - (c) Copy of constitution or legal status of the bidder manufacturer / Sole proprietorship / firm / agency etc.
    - (d) PAN Card scanned copy duly attested.
    - (e) GST scanned copy duly attested.
    - (g) The bidder can be a Manufacturer / Distributors / Suppliers / Agents.
    - (h) **Financial Status:** - The annual turnover from similar jobs, of the firm should not be less than **₹. 33**

Laks average in each of the **last three consecutive years**. Copies of profit & loss account and balance sheets duly authenticate by a Chartered Accountant for the last three years should be enclosed.

- (i) The technical bid should be accompanied by FD/BG of **Rs. 80,550/- (Rupees Eighty Thousand Five Hundred Fifty Only ) for EMD.**
- (j) Copy of Income Tax Return Acknowledgement for last Three years.
- (k) Copy of Sales tax / GST registration certificate.
- (l) Details of clients where similar services are presently provided by the tenderer separately for govt. and private clients.
- (m) The bidder must have experience of execution of similar work in Govt. offices / PSUs / Autonomous Bodies and other similar organizations. Necessary supporting documents like work orders, work completion certificate, payment certificate etc. for last three years to this effect must be submitted along with the offer.
- (n) The concerned firm/company whose product has been declared as of spurious or adulterated quality and any criminal cases is filed and is pending in any court shall not be eligible to participate in the bidding process. Convicted firms/company shall also not be eligible to participate in the bid. Similarly, blacklisted / banned / debarred firms / company by any central / state govt. or its organization or autonomous bodies or central drug procurement agency is not eligible to participate in the bid.
- (o) Brochure, original technical catalogue with detailed specification and picture of the product offered, if relevant.
- (p) The bidder should be having BIS/ FDA/CE or similar quality certification.

**2. Financial Bid: (to be submitted online) offline not acceptable.** The financial bid shall contain:

- (a) Price Bid Form – Price must be quoted as per format specified, failing which tender shall be summarily rejected.
- (b) The price quoted will be exclusive of taxes and inclusive of all applicable charges (i.e. packing, forwarding, postage and transportation) at F.O.R. AIIMS Bhopal and shall be fixed and final. Taxes, as applicable will be extra, which will separately quoted in the bid, At the time of payment Income Tax or any other statutory tax shall be deducted at source.
- (c) The offer shall be firm and in Indian Rupees only. No foreign exchange will be made available by the Institute.
- (d) The rate quoted by the bidder shall remain fixed during the entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.

**22. Signing of Tender :**

Individual signing the tender or other documents connected with contract must specify whether he sign as:

- (a) A sole proprietor of the concern or constituted attorney of such sole proprietor;
- (b) A partner of the firm, if it is a partnership firm in which case he must have authority to execute the contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
- (c) Director or a principal officer duly authorized by the Board of Directors of the Company, if it is a company.

**23.** A person signing the tender form or any document forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the person so signing had no authority to do so, AIIMS Bhopal may without prejudice, cancel the contract

and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.

**24.** The tenderer should sign and affix his firm's stamp at each page of the tender and all its annexure as the acceptance of the offer made by tenderer will be deemed as a contract and no separate formal contract will be drawn. **NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER.**

**25. Online Opening of Tender:**

The tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification.

**26. TECHNICAL EVALUATION:**

- a) Detailed technical evaluation shall be carried out by Purchase Committee pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any material deviation. The Institute's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The Institute shall evaluate the technical bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.
- b) The technical evaluation committee may call the responsive bidders for discussion or presentation to facilitate and assess their understanding of the scope of work and its execution. However, the committee shall have sole discretion to call for discussion / presentation.
- c) Financial bids of only those bidders who qualify the technical criteria will be opened provided all other requirements are fulfilled.
- d) AIIMS Bhopal shall have right to accept or reject any or all tenders without assigning any reasons thereof.
- e) **AIIMS Bhopal shall reserve the right to ask for free sample of a product to determine its technical suitability, prior to consideration of placement of purchase order. Such rights shall be reserved for entire duration of rate contract.**
- f) **Sample/Demonstration: The tenderers may be required to place samples of the consumables (without indicating price, clear marking of firm / agency name in each of item) when required by the Purchase Committee and Concerned Department of All India Institute of Medical Sciences (AIIMS), Bhopal for quality evaluation and in case all the expenses will be borne by the tenderer. Purchase will be done only after the approval of the quality of the product by the Competent Authority. If required, failing which their bids/offer shall be rejected.**

**27. FINANCIAL EVALUATION:**

- a). The financial bid shall be opened of only those bidders who have been found to be technically eligible. The financial bids shall be opened in presence of representatives of technically eligible bidders, who may like to be present. The Institute shall inform the date, place and time for opening of financial bid.
- b). The AIIMS Bhopal does not bind himself to accept the lowest bid or any bid and reserves the right of accepting the whole or any part of the bid or portion of the job offered; and the bidder shall provide the same at the rates quoted. The AIIMS Bhopal reserves the right to reject any or all offers received in response to tender or cancel or withdraw the tender notice without assigning any reason, whatsoever.

**28. Right of acceptance:**

The AIIMS Bhopal reserve the right to accepting the whole or any part or portion of the bid; and the

bidder shall provide the same at the rates quoted. The AIIMS Bhopal reserve the right to reject any or all tenders / quotations or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained.

### 29. Delivery:

Delivery of goods shall be made by the supplier within **28 days** of placing of purchase order, however, in case of emergent requirement he has to supply the required quantity of goods within **1 weeks of placing of order also. In few cases the items are to be delivered at a very short notice i.e. within 24 hours.**

### 30. Liquidated Damages

Supply of material will have to be completed within 28 days or period mentioned in the purchased order. The liquidated damages **charges @ 0.5% per week of the value of that part of the goods that, as a consequence of the delay, shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of goods/contract value.** Quantum of liquidated damages assessed and levied by the purchaser shall be final and not challengeable by the supplier.

### 31. Risk Purchase

If successful tenderer fails to supply material within the stipulated delivery date or material supplied other than specification specified in our NIT, AIIMS Bhopal reserves the right procure same or equivalent material from alternative sources at the vendor's risk, responsibility and cost. Any extra cost incurred in the procurement of the material from alternative source will be recovered from the Security Deposit / Bank Guarantee and Pending Bills and if the value of the materials under risk purchase exceeds, the amount of Security Deposit and / or Bank Guarantee and Pending Bills, the same may be recovered if necessary by due legal process.

#### (a) AWARD OF CONTRACT: PLACEMENT OF ORDER

The Institute shall consider placement of orders for jobs on those bidders whose offers have been found technical, commercially and financially acceptable. The Institute reserves the right to counter offer price(s) against price(s) quoted by any bidder.

#### (b) Validity of the bids:

The bids shall be valid for a period of **180 days** from the date of opening of the tender. This has to be so specified by the tenderer in the commercial bid.

### 32. FORCE MAJEURE:

If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, explosion, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, either party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries have been so resumed or not shall be final and conclusive.

Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, either party may, at least option to terminate the contract.

**33. The Payment clause:**

The bill addressed to Director in triplicate may be sent to the office of the SPSO, Central stores for settlement after satisfactorily delivery of the material. The bill should have full particulars of the supply

No payment shall be made in advance nor shall the loan from any bank or financial institutions be recommended on the basis of the order of award of work.

The contractor shall submit the bill only after supply of the material to the satisfaction of the AIIMS Bhopal, on receipt of a pre-receipted bill invoice from the Contractor the case of issuing sanction and passing of bill for payment will be initiated. No payment will be made for goods rejected.

**34. Performance Security:**

The successful tenderer will be required to furnish 10 % of Purchase order cost as Performance Security Deposit on **each occasion of the purchase order** in the form of Fixed Deposit Receipt or Bank Guarantee from any Nationalized Bank duly pledged in the name of the **“Director, All India Institute of Medical Sciences, Bhopal”**, which shall be kept for a **period of 15 Months** beyond completion of all the contractual obligations.

The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract. Performance Security will be discharged after completion of contractor's performance obligations under the contract.

**35.** No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.

**36. Breach of Terms and Conditions:**

In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by AIIMS Bhopal in that event the security deposit shall also stands forfeited.

**37. Subletting of Work:**

The firm shall not assign or sublet the work/job or any part of it to any other person or party without written permission of AIIMS Bhopal, which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one tenderer.

**38. Arbitration:**

If any conflict or difference arises concerning this agreement, its interpretation on payment to the made there-under, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, either of the parties may make a request to the other party for submission of the dispute for decision by an Arbitral Tribunal containing Sole Arbitrator to be appointed by the Director, AIIMS Bhopal. Such requests shall be accompanied with a panel of names of three persons to act as the sole arbitrator. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The provision of Arbitration and Conciliation Act, 1990 and the rule



framed there under and in force shall be applicable to such proceedings.

**39. Insolvency etc:**

In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified AIIMS Bhopal shall have the power to terminate the contract without any prior notice.

**40. Right to call upon information regarding status of work:**

The AIIMS Bhopal will have the right to call upon information regarding status of work / job at any point of time.

To assist in the analysis, evaluation and computation of the bids, the Purchase Committee of AIIMS Bhopal, may ask bidders individually for clarification of their bids. The request for clarification and the response shall be in writing but no change in the price or substance of the bid offered shall be permitted.

**41. Fall Clause:**

If at any time during the period of contract, the price of tendered items is reduced or brought down by any law or act of the Central or State Govt. or by the tenderer himself, the tenderer shall be morally and statutorily bound to inform AIIMS Bhopal immediately about such reduction in the contracted prices. The AIIMS Bhopal is empowered to unilaterally effect such reduction as is necessary in rates in case the tenderer fails to notify or fails to agree for such reduction of rates. In case of any enhancement in Excise Duty/Custom Duty due to statutory Act of the Govt. after the date of submission of the tenders and during the tender period, the additional excise duty/custom duty so levied will be allowed to be charged extra as separate item without any change in price structure of the drugs approved under the tender. For claiming the additional cost on account of the increase in excise duty/custom duty, the tenderer should produce letter from the concerned excise authorities indicating his commitment for the supply made to the AIIMS Bhopal on account of the increase in excise duty/custom duty.

**Annexure-III**

**Other terms & conditions of the Contract**

1. The successful firm will be required to do the work / job for one year from the date of award the contract. This is extendable up to a maximum of One years, subject to mutual agreeable terms and condition. AIIMS Bhopal shall, however, reserve the right to terminate the contract at any time without assigning any reason.
2. The reagents & consumables will have to be supplied to AIIMS Bhopal. No transportation/ cartage charges will be provided for the same.
3. The supplier will have to may supply the required items as per unit rate mentioned in the rate list.
4. The articles should be securely packed to avoid damages etc. in transit.
5. 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 item beyond office hours/holidays/place of supply for which, no additional payment shall be made.
6. In case a proposal is accepted the supplier / principal will have to sign an agreement deed with Institute on non-judicial stamp of appropriate value while entering into rate contract.
7. The firm should have availability of a responsible person on call on all working days between **09:00 Hrs to 18.00 Hrs.**
8. The material shall be delivered at the AIIMS Bhopal with remaining shelf-life of at **least 80 % of the stipulated total shelf-life from the date of manufacturing of that product.**
9. 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 on holidays. The person should be capable of taking orders and making arrangement for supply of the desired items even on short notice to AIIMS Bhopal.
10. In case the quality of goods supplied are not in conformity with the standard given in tender or the supplies are found defective at any stage these goods shall immediately will be taken back by the supplier and will be replaced with the tender quality goods, without any delay. The Purchase/ Technical.  
Committee reserves all right to reject the goods if the same are not found in accordance with the required description / specifications and liquidates damages shall be charged.
12. Each page of the Tender Notice to be signed and stamped by the bidder in token of having accepted the same.
13. **Discount:** The Discount which will be offered by the manufacturer/authorized distributors may be mentioned on the Price bid.
14. **GST/TAX:** The rate of Tax/GST should be mentioned clearly.
15. **Authorization Letter:** Authorization letter from the manufacturer for the contract period should be submitted along-with quotation, failing which quotation will not be considered.

16. The AIIMS Bhopal reserves the right to place an order for supply of any items mentioned in the Financial Bid or otherwise, to any other firm(s) in emergency/unavoidable situation.

**17. Disclaimer:**

The near relatives of employees of AIIMS Bhopal are prohibited from participation in this tender. The near relative for this purpose are defined as:

(a) Members of a Hindu undivided Family.

(b) Their spouses

(c) The one related to the other in the manner as father, son(s), Son's wife (daughter-in-law), daughter(s) and daughter's husband (sons-in-law) brother (s) and brother's wife, sister(s) and sister's husband, brother(s)-in-law.

**Special Conditions:**

18. Freight, insurance charges, if any will be borne by the supplier, Similarly shortage, pilferage in transit will be sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the purchaser for resupply. The defective supply will have to be replaced by the supplier within 10 days without additional freight / transport charge.

19. GST and other Govt. levies will be paid extra as applicable by the supplier.

20. Delivery of goods will be taken at the risk and cost of the supplier and on F.O.R. basis to the Institute from railway / road transport.

21. Payment of the bill will be made preferably after receipt of the goods in satisfactory condition.

22. No revision in rate (on higher side) will be accepted during contract period.

23. Order will be placed as per requirement, irrespective of value of the order.

24. Supply should be made in full against the order and shortage will be procured from other supplier on the risk and cost of the original supplier.

25. Supply should be made from the latest batch of production with maximum life period & original packing.

26. While submitting the tender document, the tenderer should sign on each page of the tender document.

27. The tenderer should enclose a signed copy of the terms & conditions stipulated for award of the contract, conveying his acceptance of the same.

**28. Inspection:**

(a) AIIMS Bhopal shall have the right to inspect and/or to test the goods to confirm their conformity to the NIT Specifications at no extra cost to the AIIMS Bhopal.

(b) AIIMS Bhopal right to inspect, test and, where necessary, reject the Goods after the goods arrival at the final destination shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by AIIMS Bhopal prior to the goods shipment.

(c) The Director, AIIMS Bhopal shall be the final authority to reject full or any part of the supply which is not confirming to the specification and other terms and conditions.

(d) No payment shall be made for rejected Stores. Rejected items must be removed by the Bidders within two (02) weeks of the date of rejection at their own cost and replaced immediately. In case these are not removed, these will be auctioned at the risk and responsibility of the suppliers without any further notice.

- 29. Other Conditions:** The successful firm will be required to do the work / job for a period of **one year from the date of award the contract**. AIIMS Bhopal shall, however, reserve the right to terminate the contract at any time without assigning any reason. The job will be entrusted on the basis of all-inclusive rate contract on as is where is and competitive rates basis.
- 30.** 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 item beyond office hours/holidays/place of supply for which, no additional payment shall be made.
- 31.** 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 specifications, it would be deemed to be a breach of terms of contract, the contract shall be cancelled at the discretion of competent authority and performance security shall be stand forfeited.
- 32.** If the Local Authorized Dealer of any Manufacturing Company is participating in this Tender, he will allowed to be submit the Manufacturer's Authorization Certificate, Manufacturer's Companies duly certified Audited Accounts, Copy of Income Tax Return for Last Three Financial Years. Rest document like Affidavit, EMD, TIN No., GST No., Registration Certificate shall be submitted of the firm his own.
- 33.** If a tendering Firm/Agency/Company decides to withdraw from the bidding before the financial bids are opened, the AIIMS Bhopal shall forfeit the EMD deposited with the technical bid.
- 34.** Full description & specifications, make / brand and name of the manufacturing firm must be clearly mentioned in the tender failing which the tender will not be considered. The tendered must also mention whether the goods are imported / indigenous. Descriptive literature / catalogues must be attached with the tender in original failing which tender may be ignored.
- 35.** The rate quoted by firm should be final and written in ink or typed against each item and should not be overwritten.
- 36.** The Purchase Committee of AIIMS Bhopal shall go into all aspects including cost factors of Consumables and then decide for awarding of the tender, by quoting lower rates in respect of items, a firm does not become entitled to awarding the contract in its favor of those item(s). In order to get selection / consideration in the panel of two or three vendors for awarding of contract (in case the contract is to be awarded to more than one vendor), the criteria of selection for awarding contract will be calculating / comparing the rate of items consumed by the AIIMS Bhopal throughout the year and as per the requirement in view of quality, as deemed fit by the Purchase Committee. The firm has to provide samples for the items for evaluation of Purchase Committee when required. The committee will reject the quotations of the bidders whose quotation will not found of quality required by AIIMS Bhopal. AIIMS Bhopal reserves the right to accept/ reject any quotation either in part or full without assigning any reason thereof, or award the contract to different supplier(s), for different item(s), if feasible after considering the credentials, manufacturing, capability, quality and distribution rights of the item(s). The firm are, therefore, requested to attach their credentials in regard to supply of items and experience in the field, distribution rights and their annual turnover.

**37. Sample/Demonstration:**

The tenderers may be required to place samples of the consumables (without indicating price, clear marking of firm / agency name in each of item) when required by the Purchase Committee and Concerned Department of All India Institute of Medical Sciences (AIIMS), Bhopal for quality evaluation and in case all the expenses will be borne by the tenderer. Purchase will be done only after the approval of the quality of the product by the Competent Authority. If required, failing which their bids/offer shall be rejected.

The firms are intimated that they should get ready for demonstration within the stipulated time frame as given by the committee. Failure to demonstrate, their offer will be summarily rejected.

**38. Documents:**

- (a) All pages of the Tender should be numbered and indexed.
- (b) The bidder shall provide in its tender the required as well as the relevant documents like technical data, literature, drawings etc. to establish that the goods and services offered in the tender fully confirm to the goods and services specified by the AIIMS Bhopal in the tender documents. For this purpose the bidder shall also provide a clause-by-clause commentary on the technical specifications and other technical details incorporated by the AIIMS Bhopal in the tender documents to establish technical responsiveness of the goods and services offered in its tender duly indicating relevant page numbers in the product literature.
- (c) The bidder shall provide a list of major Government and Private Institutions where its relevant bid item has been supplied during last one year.

**39. Legal Jurisdiction:**

The agreement shall be deemed to have been concluded in Bhopal, MP and all obligations hereunder shall be deemed to be located at Bhopal, MP and Court within Bhopal, MP will have Jurisdiction to the exclusion of other courts.

**40. Periodicity/ Duration of Tender:**

Periodicity / Duration of Tender will be for one years from date of finalization, and extendable up to three year from the mutual agreeable terms and conditions.

**Sr. Procurement Cum Stores Officer  
For & on behalf of Director AIIMS Bhopal**

## Annexure-IV

**TENDER FORM - 1 - TECHNICAL INFORMATION AND UNDERTAKING.**

(Tenderer may use separate sheet wherever required)

S.No.	Details of the Firm / Bidder	Page No.	Remarks
1.	Name & Address of the Manufacturer / Authorized Distributor		
2.	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
3.	Details of the Earnest Money Deposit (EMD) (Yes/No) DD No.: Dated: Drawn on Bank: Amount: (Rupees.....)		
4.	Copy of Registration of firm		
5.	Copy of GST Registration		
6.	Copy of PAN/TAN Card		
7.	Authorization certificate from the manufacturer / principal, <b>Annexure -IX</b>		
8.	Certificate for No Deviation, <b>Annexure -VIII</b>		
9.	Certificate for Price Justification, <b>Annexure -VII</b>		
10.	Non Blacklisting Certificate, <b>Annexure -VI</b>		
11.	Copy of Income Tax Return for last 3 years		
12.	Whether each page of NIT and its annexure have been signed and stamped		
13.	List of Major Customer may be given on a separate sheet and proof of satisfactory supply, if any		
14.	Drug License (If applicable on any item given in technical bid)		
15.	Quality Assurance Certificate (Please specify)		
16.	Have you previously supplied these items to any Government / private organization? If yes, attach the relevant proof. (Also provide an affidavit that you have not quoted the price higher than previously supplied any government institute)		
S.No.	Details of the Firm / Bidder	Page No.	Remarks
17.	Proof annual turnover of the quoting firm which should not be less than average Rs. 33 Laks only continuously for the preceding last three years		
18.	PFMS Form with copy of all documents, <b>Annexure -XII</b>		
19.	Whether copies of authenticated balance sheet for the past three years enclosed		
20.	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items.		

21.	Any other information important in the opinion of the tenderer		
22.	Tender Acceptance Undertaking, <b>Annexure -XI</b>		

- Page number / serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy(ies) of the document(s) are kept.
- In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

(Dated Signature of the Tenderer with stamp of firm)

Dated:...../...../2019

Place:.....

**Annexure –V**

**Undertaking**

**On Non judicial stamp paper worth ₹ 100/-**

1. That I/we have carefully studied all the terms & conditions of NIT and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.
4. That I/We undertake that sample of items will be kept ready for inspections by the AIIMS Bhopal. I/We shall be responsible for the cancellation of tender if samples are not up to mark.

(Dated Signature of the Tenderer with stamp of firm)

Date:

Place:



**Annxure -VI**

**NON BLACKLISTING CERTIFICATE**

*[To be submitted on letterhead]*

I/We hereby certify that the [Name of the company / firm] has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / Institute on any account.

I/We also certify that firm will be supplied the item as per the specification given by AIIMS Bhopal and also abide all the terms and conditions stipulated in Rate Contract.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and AIIMS Bhopal may imposed any action as per NIT rules.

Date	:	<b>Name</b>	:
Place	:	<b>Business Address</b>	:
		<b>Signature of Bidder</b>	:
		<b>Seal of the Bidder</b>	:

**Annxure-VII**

**CERTIFICATE OF RATE JUSTIFICATION**

[To be given on letter head]

**NIT No.:**

I/We, M/s. \_\_\_\_\_ certify that documents offered on catalogue rates are our best discount. We have not given more discount than offered to any \_\_\_\_\_ for the last one year.

SIGNATURE AND STAMP OF THE BIDDER

\_\_\_\_\_

**CERTIFICATE OF NO DEVIATION**

[To be given on letter head]

**NIT No.:**

I/We, M/s \_\_\_\_\_ hereby certify that notwithstanding any contrary indication / conditions elsewhere in our offer documents, I/We have neither set any terms and conditions nor there is any deviation taken from the conditions of AIIMS Bhopal tender specification, either technical or commercial, and I/We agree to all the terms and conditions mentioned in AIIMS Bhopal's tender specification with associated amendments & clarification

[Signatures of the Bidder with Name, Designation & Company's Seal]

**Annexure IX**

**FORMAT FOR MANUFACTURER'S AUTHORISATION**

Dated:...../...../2019

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

Reference: NIT No. ...., Dated: .....2019 for award of Rate Contract for Supply of Consumables for Sysmex CA-1500 automated Coagulation analyzers machine for the Department of Pathology & Lab Medicine Department, at All India Institute of Medical Sciences (AIIMS),Bhopal

Subject: Manufacturer's Authorization Letter

Dear Sir,

Ref. Your NIT No \_\_\_\_\_, dated \_\_\_\_\_ We, \_\_\_\_\_ who are proven and reputable manufacturers of \_\_\_\_\_ (name and description of the Items / category offered in the Quotation) having factories at \_\_\_\_\_, hereby authorize Messrs. \_\_\_\_\_ (name and address of the agent) to submit a Quotation, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred Quotation Form for the above items manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. \_\_\_\_\_ (name and address of the above agent) is authorized to submit a tender, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred Quotation Form for the above items manufactured by us.

We also hereby confirm that we would be responsible for the satisfactory execution of supply contract placed on the authorized agent.

We also confirm that the price quoted by our agent shall not exceed than that which we would have quoted directly.

Yours faithfully,

[Signature with date, name and designation]

For and on behalf of Messrs. \_\_\_\_\_

[Name & address of the manufacturers]

**Note:-**

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.
2. Original letter may be enclosed with Quotation Form during submission in the sealed cover.

## FINANCIAL BID

To  
**The Director,**  
**All India Institute of Medical Sciences, AIIMS**  
**Bhopal, Sake Nagar, Bhopal-462020**

Sir,

I/We M/s. \_\_\_\_\_ wish to submit our Rate Contract for Consumables for Sysmex CA-1500 automated Coagulation analyzers machine for the Department of Pathology & Lab Medicine Department, at All India Institute of Medical Sciences (AIIMS), Bhopal on following rates.

S.No.	Description	Brand/ Catalogue No	Pack Size	Req Qty.	MRP	Pack Price in Rs .	Discount Price in Rs .	Net Per Pack Cost in Rs .	HSN Code	GST %	Total cost in Rs (F.O. R Basis )
<b>Basic consumables and controls</b>											
1	CA Clean I (GSA-500A)			50							
2	CA Clean II (GSZ-500A)			7							
3	Reaction Tubes SU-40			5							
4	Sample Plate SAP 400A			3							
5	Control Plasma N			5							
6	Control Plasma P			5							
7	Standard Human Plasma			4							
8	PT- Multi Calibrator			5							
9	LA control High			5							
10	Innovance D-Dimer Control			2							
11	Citrol 1E			5							
12	Citrol 2E			5							
13	Citrol 3E			5							
14	CA Cal S *										
<b>Group B</b>											
S.No.	Description	Brand/Cat alouge No	Pack Size	Req Qty.	MRP	Pack Price in Rs .	Discount Price in Rs .	Net Per Pack Cost in Rs .	HSN Code	GST %	Total cost in Rs .
<b>Reagents</b>											
1	Thromborel S			24							
2	Actin FS (10 x 02 ml)			24							
3	Calcium Chloride (0.025mol/L)			12							
4	Innovance D-Dimer Kit			10							
5	Factor V Deficient Plasma			1							
6	Factor VII deficient Plasma			1							
7	Factor VIII deficient Plasma			2							

8	Factor IX deficient Plasma			2						
9	Factor X deficient Plasma			1						
10	FBG determination kit			2						
11	LA 1			12						
12	LA 2			12						
13	Innovance vWF Act			1						
14	Berichrom PC (4 ml x 1)			1						
15	Pro C Global			1						
16	Protein S Ac			1						
17	Innovance Free Protein S Ag			1						
18	Innovance Antithrombin 4x2.7ml			1						
19	Berichrom A2-Antiplasmin			1						
20	Berichrom PLG			1						
21	Berichrom PAI			1						
22	Berichrom Factor XIII			1						
23	Test Thrombin Reagent (30 NIH)			2						
24	Owren's Veronal Buffer			12						
Total Inclusive of all taxes in ₹										

**Quoted unit rates should be inclusive of everything viz. Freight Charges, Packing Charges, Forwarding & Insurance Charges, Transportation & Octroi upto FOR, Sales Tax/Excise Duty/Custom Duty (add applicable CD% beyond the CDEC Provided by AIIMS Bhopal) / Custom Clearance Charges/Agency Commission etc. Quoted Price means that all such expenses have been taken in account by the Bidder and are inclusive in the Quoted Offered Price. The supply of Goods/Stores/Articles will be made in good conditions to the respective stores by the bidder whether imported or indigenous items at their own cost upto F.O.R. to AIIMS Bhopal.**

The Bidder will quote firm with GST Taxes shown separately and expenditure upto F.O.R. to AIIMS Bhopal basis.

L1 will be decided on each Item wise Unit Rate basis.

I/We agree to forfeit of the earnest money if I/we fail to comply with any of the terms and conditions in whole or in part laid down in the contract form.

We have carefully read the terms and conditions of the contract and are agreed to abide by these in later and spirit.

Date:

Signature \_\_\_\_\_

Name & Address of the Firm \_\_\_\_\_

Telephone No. \_\_\_\_\_

Mobile No. \_\_\_\_\_

**(To be returned by Tenderer along with the Tender duly signed)**

**TENDER ACCEPTANCE UNDERTAKING**

**On non judicial stamp paper worth ₹100/-**

To

**The Director,  
All India Institute of Medical Sciences (AIIMS),  
Bhopal – 462020 (M.P.)**

Having examined the tender document for **award of rate Contract for Supply of Consumables for Sysmex CA-1500 Fully Automated Coagulation analyzers machine for the Department of Pathology & Lab Medicine Department, at All India Institute of Medical Sciences (AIIMS),Bhopal**

,I/We M/s.....

the undersigned hereby offerfor supply of Consumables for Sysmex CA-1500 automated Coagulation analyzers machine for the Department of Pathology & Lab Medicine Department as per terms and conditions set out in the tender document. In case catalogue rates goes down during the contract period, we undertake to pass on the advantage to AIIMS Bhopal.

Certified that the rates shown in the year 2019-20 consumables as per schedule of requirement for \_\_\_\_\_, submitted with tender are and applicable uniform price list throughout the territory of India.

We enclosed all the relevant documents as per the tender.

**Date :**

**(Signature of Bidder)**

**Name** :.....

**Designation** :.....

**Seal**

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) BHOPAL**

**Saket Nagar, Bhopal-462020 (India)**

**Website :[www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) Email : [spsa@aiimsbhopal.edu.in](mailto:spsa@aiimsbhopal.edu.in)**

**E-tendering Portal: <https://www.tenderwizard.com/AIIMSBHOPAL>**

**Award of rate contract of Consumables for Sysmex CA-1500 automated Coagulation analyzers machine for the Department of Pathology & Lab Medicine Department**

*E-Tender No. AIIMS/Bhopal/P&S/RC/2019-20/ET -37*

Director, All India Institute of Medical Sciences (AIIMS) Bhopal, Saket Ngar, Bhopal-462020 invites E-tenders for entering into **Rate Contract** for a period of year (i.e.) from..... to ..... from the Manufacturers and Authorized Dealers for supply the consumables under **Rate Contract**

Last date for submission of quotation :...../...../2019

The details of tender documents are also available on our website <http://www.aiimsbhopal.edu.in>

Interested suppliers may download the details and submit the online bids on or before the due date.

The quotations will be opened on online by the tender opening committee in the presence of tenderer or their authorized representatives.

The Director, AIIMS Bhopal reserves the right to accept or reject any quotation in full or part thereof without assigning any reason.

**Sr. Procurement Cum stores officer  
For & on behalf of Director AIIMS Bhopal**



## Annexure XII

<b>ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL PUBLIC FINANCIAL MANAGEMENT SYSTEM (PFMS)</b>		
<b>PFMS UNIQUE CODE :-</b>		
<b>VENDOR REGISTRATION FORM</b>		
<b>S.No.</b>	<b>Head Name</b>	<b>Details</b>
1	Vendor Name	
2	Father/Husband/Owner Name	
3	Date of Birth	
4	PAN Number	
5	GSTIN	
6	Aadhaar Number	
7	TAN Number	
8	TIN Number	
9	Service Tax No	
10	Address1	
11	Address2	
12	Address3	
13	City	
14	Country	
15	State	
16	District	
17	Pin Code	
18	Mobile No.	
19	Phone No.	
20	Email ID	
21	Bank Name	
22	IFSCCode	
23	Account Number	

DATE :  
PLACE :

**VENDOR SIGNATURE WITH SEAL**

**Department Name:**

**Forwarded by HOD/Incharge**

Note: All related documents also enclosed with this form self-attested