



All India Institute of Medical Sciences Jodhpur

Admn/General/Modules/3/2013-AIIMS.JDH

Dated : 25.04.2013

To,
As per list enclosed.

TENDER NOTICE

Subject:- Inviting of sealed quotations for the supply & installation of Faculty Module in AIIMS, Jodhpur-Regarding.

Sir,

The undersigned is directed to invite sealed quotations for supply & installation Faculty Module AIIMS, Jodhpur. The details of items are given in annexure.

2. In case, you are interested to provide the Faculty Module, you may submit your quotation in favour of **Administrative Officer, AIIMS, Jodhpur latest by 10.05.2013 at 4.00 PM** and the quotation received after the stipulated date and time will not be entertained in any case. The bid in Sealed cover-I containing "Technical Bid" and Sealed Cover-II containing "Financial Bid" should be placed in a third sealed cover. The outer cover should be super-scribed "**Quotations for installation of Faculty Module in AIIMS, Jodhpur.**" These quotations will be opened on the same day at 4:30 PM in the Project Cell office of AIIMS, Jodhpur. Bidding parties or their authorized representatives can also be present at the time of opening of bids. Only one representative on behalf of one tenderer shall be allowed to be present on the occasion.

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

- I. **Installation:** The firm will have to supply & install the Faculty Module satisfactorily within one month w.e.f. the date of receipt of supply order. Installation shall be the responsibility of the firm and no extra cost should be quoted for the same. In case of delay on the part of the vendor, penalty @ ½% per week of the total order value will be deducted from the supplier's bill subject to maximum of 5% without prejudice to other terms & conditions of the order.
- II. **Specification:** The tenderers must confirm in writing that the Module installed by the Bidder shall be as per specification of Module mentioned in Annexure - I and in case of any variation, the contract shall be liable to be cancelled immediately. The Security cum Performance Guarantee will also be forfeited.
- III. **Guarantee/Warranty :** The Module should have at least one year on site Guarantee/Warranty against any technical/working defect with effect from the date of installation. No offer of the vendor will be accepted without warranty/guarantee of their products.



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- IV. **Payment Terms** : Payment will be released only after the successful installation of Module.
- V. In case any duties/Taxes have not been specified, it will be taken as inclusive.
- VI. The tenderers should keep their offers valid up to 45 days from the date of Opening of Tender.
4. An amount of **Rs. 25,000/- (Rupees Twenty Five Thousands only) as Earnest Money Deposit** in the form of a Banker's Cheque/ Demand Draft /Pay Order in favour of "**All India Institute of Medical Sciences, Jodhpur**" must be accompanied the quotation letter. **Quotation received without EARNEST MONEY will not be considered at all.** The Earnest Money Deposit (EMD) without interest shall be returned to all the bidders after finalization of contract.
5. The successful bidder will have to deposit a **Security cum Performance Guarantee within 10 days with effect from the date of acceptance of the contract @ 10% of the total amount** quoted by the bidder for Module in the form of Bank Guarantee from any nationalised Bank duly pledged in favour of "**All India Institute of Medical Sciences, Jodhpur**". The Security cum Performance Guarantee will be released only after the successful installation of Module. The security cum performance guarantee deposit will be forfeited in case the services of the contractor are unsatisfactory or in case of violation of the terms and condition of the contract.
6. The firm should have satisfactory experience. The firm has to demonstrate their Module before IT cell of the AIIMS, Jodhpur. Decision of the IT cell will be final.
8. The bidder, once applied, will not be allowed to withdraw at any stage. If the bidder wants to withdraw, the entire amount of EMD will be forfeited.
9. The 'Technical Bid' will be analysed and Financial Bid of only those firms who are found eligible in 'Technical Bid' will be considered. (Annexure-II)
10. While submitting the tender each and every page of NIT will be signed by the authorized signatory of the Firm/Agency and submitted alongwith the tender.
11. AIIMS, Jodhpur reserves the right to accept/reject any or all of the quotations without assigning any reason thereof.
12. The Courts of Jodhpur will have jurisdiction over all legal disputes under this Agreement.

(Manish Kr. Srivastava)
Administrative Officer,
AIIMS, Jodhpur.



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Annexure - I

FINANCIAL BID

S.No.	Description of Items	Quantity	Rate	VAT	Amount
1	Faculty Module (Specifications is as under)	1			

Specifications for AIIMS Faculty Module

1. It should have provision for recording all demographic information of the Faculty member
2. It should have provision for recording medical details of the faculty member such as Blood Group.
3. It should have provision for recording the previous qualifications of the faculty member
4. It should have provision for recording prior appointments of the faculty member in the specified format.
5. It should have provision for recording all prior academic data for the Faculty member in the specified format.
6. It should have provision for recording prior professional experience of the faculty member in the specified format.
7. It should have provision for recording the teaching experience of the faculty member in the specified format.
8. It should have provision for recording current and future professional and extra professional achievements of the Faculty member such academic presentations, awards etc in the specified format.
9. It should have provision for recording past and present research of the faculty member in the specified format.

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10. It should have provision for recording the fellowships, visiting professorships etc of the faculty member in the specified format.
11. It should have provision for recording the projects conducted by the faculty member in the specified format.
12. It should have provision for recording the additional training undergone by the faculty member in the specified format.
13. It should have provision for recording publications, book chapters and other authorship of the faculty member in the specified format.
14. It should have provision for recording all the association and professional memberships of the faculty member in the specified format together with the executive positions held in these associations.
15. It should have provision for uploading all hard copy documents photographs and other material related to the academic and professional achievements of the faculty member in the specified format at the relevant places in the record.
16. It should have provision for recording all the prior accomplishments for the Faculty member - school education etc to complete the Bio-data.
17. It should have provision for recording extracurricular activities of the faculty member in the specified format together with any achievements in these fields.
18. It should have provision for recording details like conference presentations, speaker invitations. Guest lectures and orations in the specified format.
19. It should have provision for recording awards obtained by the faculty member in chronological order in the specified format.
20. It should generate
 - I. Bar coded identity card
 - II. Curriculum vitae and resume of the faculty member
 - III. Library activity
 - IV. Faculty member curriculum vitae
 - V. Monthly salary bill and salary slip
21. It should have provision for recording the various leaves availed by the faculty member of the faculty member in the specified format.

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22. It should have provision for displaying the leave calendar of the faculty member for various types of availed leave including provision for online application and leave approval.
23. It should have provision for assigning duties in the event of absence of the faculty member
24. It should have provision for recording academic progress of the faculty member including promotion etc.
25. It should have provision for recording the promotion requisites of the faculty member with message if the requisites are not complete in the specified format.
26. It should have provision for recording the salary details of the faculty member in the specified format and include all the different salary and allowance heads.
27. It should have provision for creating salary bill for the faculty member and together should generate the salary bill for the entire faculty in the Finance section.
28. It should have provision for customization of all fields.
29. It should have provision for provision for uploading pdf, photographs, videos and any document required to be uploaded by the faculty member
30. It should have provision for linking with other institutional software modules such as examination module, faculty module etc.
31. It should have provision for uploading of all categories of hard copy documents with their display.
32. It should have provision for printing of full curriculum vitae of the faculty member with copies of any certificates.
33. It should have provision for printing the resume of the faculty member.
34. It should have provisions for recording all medical treatment, surgical and non surgical procedures, physical examination findings and treatment undertaken in the institution.
35. It should have provision for sanction of medicines for the faculty member from the institution.

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36. It should have provision for sanction and approval of medical and non medical treatment (Physiotherapy) etc for the faculty member and any dependents.
37. It should have provision for recording the dependent details of the faculty member more so for purposes of reimbursement of medical expenses etc.
38. It should have provision for recording group professional insurance details of individual faculty members and all faculty collectively with dates of policy renewal etc.
39. It should have provision for uploading documents related to leaves and travel availed by the Faculty member.
40. It should have provision for uploading personal medical photographs and Professional videos by the faculty member.
41. It should be compatible with examination and HR modules.
42. The front and back ends should preferably be open source.
43. Qualifying vendors will be called to demonstrate the software at a specified date and time.

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ANNEXURE - II

Inviting of sealed quotations for supply of Faculty Modules in the
AIIMS, Jodhpur

TECHNICAL BID

Name of Firm/Contractor/Supplier	
Complete Address & Telephone No.	
Name of Proprietor	
Contact No. of Proprietor	
Name and address of places/offices in which the Contractor/Firm has maintenance contract	
Whether the firm is a registered firm Yes/No (attached copy of certificate)	
PAN No. (enclose the attested copy of PAN Card)	
Service Tax No. (enclose the attested copy of Service Tax Certificate)	
VAT No. (enclose the attested copy of VAT Certificate)	
Whether the firm has enclosed the Bank Draft/Pay Order/Banker's cheque of Rs.25,000/- as Earnest Money Deposit.	
Whether the Firm/Agency has signed each and every page of Tender/NIT	
Any other information, if necessary	

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