

Tender
For
Dressing Trolley
At
All India Institute of Medical Sciences, Jodhpur

NIT Issue Date : **September 09, 2013**

Pre-Bid Meeting : **September 18, 2013 at 12 Noon.**

Last Date of Submission : **September 30, 2013 at 03:00 PM.**

NIT No. : **Admin/General/264/2013-AIIMS.JDH**



All India Institute of Medical Sciences, Jodhpur
Basni Phase - II, Jodhpur – 342005, Rajasthan
Telephone: 0291- 2740532, email: aoadmin@aiimsjodhpur.edu.in
www.aiimsjodhpur.edu.in

Tender – Dressing Trolley

All India Institute of Medical Sciences (AIIMS), Jodhpur, Rajasthan, an apex healthcare institute being established by Parliament of India under aegis of Ministry of Health & Family Welfare, Government of India, invites sealed tenders for supply & installation of the following items at the institute. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

ANNEXURE 'A'

S.No.	Item Description	Quantity
1.	Dressing Trolley	20

(Refer Specifications Details as per Annexure-'B')

Quotation should be sealed and superscribed with tender number and address to:

“Administrative Officer
All India Institute of Medical Sciences, Jodhpur
Basni, Phase-II
Jodhpur-342005, Rajasthan”.

The sealed quotations should reach the Institute, latest by September 30, 2013 at 03:00 PM and it will be opened on same day at 04:30 PM in the Project Cell, Residential Complex, AIIMS, Jodhpur of the Institute in the presence of the bidder(s) or their authorized representative(s), who will be present at the scheduled date and time.

Terms & Conditions:

1. Earnest Money Deposit:

Earnest money by means of a Bank Demand Draft/ Pay Order of Rs 10,000/- (Rs. Ten Thousand only) may be enclosed with the quotation (Technical Bid). It is also clarified that the quotations received without earnest money will be summarily rejected. The pay Order/DD may be prepared in the name of "All India Institute of Medical Sciences, Jodhpur".

The bidder shall be required to submit refundable amount as Earnest Money Deposit (EMD) and a non-refundable tender fee of Rs.1000.00 for each NIT by way of demand drafts only as mentioned in Annexure 'A'. The demand drafts shall be drawn in favour of “**All India Institute of Medical Sciences, Jodhpur**”. The demand drafts for earnest money deposit must be enclosed in the envelope containing the technical bid.

The EMD of the successful bidder shall be returned after the successful completion of contract / order and for unsuccessful bidder(s) it would be returned after award of the contract. Bid(s) received without demand drafts of EMD shall be liable for rejection.

The firms who are registered with National Small Industries Corporation (NSIC) / OR Small Scale Industrial (SSI) are exempted to submit the EMD (Copy of registration must be provided along with).

2. Preparation and Submission of Tender :

The tender should be submitted in two parts i.e. Technical Bid and Financial Bid. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate Covers "**Technical Bid for Tender for Supply of Dressing Trolley**" and "**Financial Bid for Tender for Supply of Dressing Trolley**". Both Sealed Envelopes should be kept in a main/ bigger envelope superscribed as “**Tender for Supply of Dressing Trolley**”

- 3. Rate:** Rates should be quoted in Indian Rupees (INR) on DOOR Delivery Basis at AIIMS, Jodhpur, Rajasthan, Inclusive of all the Charges, with break-ups as:
- Basic Cost.
 - VAT /CST as applicable.
 - Total Cost (F.O.R at AIIMS Jodhpur).

- 4. Validity:** The quoted rates must be valid for a period for 120 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

- 5. Delivery & Installation:** All the goods ordered shall be delivered & installed within 30 days from the date of issue of purchase order. All the aspects of safe delivery, installation and commissioning shall be the exclusive responsibility of the supplier.

If the supplier fails to delivered, installation and commissioning of the goods on or before the stipulated date, then a penalty at the rate of 2 % per week of the total order value shall be levied subject to maximum of 10% of the total order value. The successful tenderer will also provide required training for supplied items at AIIMS, Jodhpur.

The goods should be manufactured after adoption of latest technology.

- 6. Guaranty / Warranty Period**

The Tenderer must quote for 3 years onsite service warranty (Including all Spares, Accessories and Labour) from the date of completion of the satisfactory installation.

- 7. Signing of tender :**

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.

- 8. Opening of Tender:**

The tenderer is at liberty to present either him or authorize not more than one representative to be present at the opening of the tender. The representative present at 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.

- 9. Sample :**

- i. AIIMS Jodhpur reserves the right to ask the tenderers for submitting the sample of each item for which rates have been quoted, technically qualified bidders may be asked to submit samples along with their quoted items nos. and their firm name without indicating any prices before opening of Financial Bid to AIIMS, Jodhpur for inspection.
- ii. The sample must confirm to specification given in the tender form.
- iii. Failure to submit sample on specified date & time will result in rejection of the tender.

10. Quantity :

The quantity of item given in the tender is tentative, which may be increased or decreased as per the institute's requirement.

11. Uptime guarantee: The firm should provide uptime guarantee of 95%.

12. Downtime penalty Clause:

The principals or their authorized service providers are required to submit a certificate that they have satisfactory service arrangements and fully trained staff available to support the uptime guarantee.

13. Performance Security: The supplier shall require to submit the performance security in the form of irrevocable Bank Guarantee (BG) / or Fixed Deposit Receipt (FDR) issued by any Nationalised Bank for an amount equal to the 10% of the order value and should be kept valid for a period of 60 days beyond completion of all the contractual obligation.

14. Right of acceptance:

AIIMS, Jodhpur reserve the right to accept or reject any or all tenders /quotations without assigning any reason there of and also does not bind itself to accept the lowest quotation or any tender.

Any failure on the part of the tenderer to observe the prescribed procedure and any attempt to canvass for the work will prejudice the tenderer's quotation or any tender.

15. Payment Term:

- 90% payment of the total order value shall be released after the successful installation/ commissioning of the ordered goods against the submission of the inspection report.
- Balance 10% of the order value shall be released after the submission of the performance security.

16. Right to call upon information regarding status of work:

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

17. Arbitration:

If any difference arises concerning this agreement, its interpretation on payment to be made thereunder, 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 Secretary, Department of Legal Affairs. 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. Bidder shall submit a copy of the tender document and addenda thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.

18. Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature must be enclosed with the bid.

19. After due evaluation of the bid(s) Institute will award the contract to the lowest evaluated responsive tenderer.

20. Conditional bid will be treated as unresponsive and it may be rejected.

21. The Institute reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s)

22. Applicable Law:

- The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings / processing.
- Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Jodhpur, Rajasthan, India only.
- The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Jodhpur. The decision of the Arbitrator shall be final and binding on both the parties.
- Force Majeure: Any delay due to Force Majeure will not be attributable to the supplier.

"Pre –Bid Meeting" with the intending bidders shall be held on 18th September 2013 from 12:00 Noon onwards at AIIMS, Jodhpur.

Annexure-B

Sr No.	Specification Of the Item	Qty
1	<p>Dressing Trolley</p> <ol style="list-style-type: none"> 1. Standard dressing trolley of dimensions approx. 765 mm x 450 mm x 820 mm. 2. Framework made of SS Tubes and SS Shelves (SS Grade 304). 3. On the lower shelf, in one half instead of shelf three SS rings of diameter 200 mm-250 mm. 4. On other half SS shelf. 5. On the side of top shelf two SS rings of diameter 200 mm-250 mm. 6. On top shelf, in one corner three SS rings of 125 mm diameter each. 7. On top shelf, in other corner a rectangular SS holder of 150 mm x 100 mm. 8. Robust 360° rotating wheels of 100 mm diameter with locks in two. 9. A variation of ± 10 mm is acceptable in point no. 1 10. A variation of ± 5 mm is acceptable in point no 3, 5 & 7. 	20

Annexure-C

Inviting of sealed quotations for Supply, Installation and Commissioning of Dressing Trolley at AIIMS, Jodhpur.

TECHNICAL BID

Name of Firm/Contractor/Supplier	
Complete Address & Telephone No.	
Name of Proprietor/Partner/Managing Director/Director.	
Phone & Mobile No.	
Name and address of service centre near by Jodhpur.	
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 Tender Fees	
Whether the firm has enclosed the Bank Draft/Pay Order/Banker's cheque as Earnest Money Deposit as per Annexure 'A'	
Whether the Firm/Agency has signed each and every page of Tender/NIT	
Any other information, if necessary	

Authorized signatory of the bidder with seal.

Annexure-D
Financial Bid

(To be submitted on the letterhead of the company / firm separately for item)

A.

S.No.	Item Description	Quantity	Rate Per Unit	Vat /Tax	Total Amount
1.	Dressing Trolley	20			

1. I/We have gone through the terms & conditions as stipulated in the tender enquiry document and confirm to accept and abide the same.
2. No other charges would be payable by the Institute.

(Authorized signatory of the bidder with seal)