**TENDER DOCUMENTS**

**TENDER FOR SUPPLY OF**

**FULLY AUTOMATED BLOOD CHEMISTRY ANALYSER**

**DUE FOR OPENING ON 05.11.2013**

**INDIRA GANDHI MEDICAL COLLEGE & RESEARCH INSTITUTE**

**(GOVERNMENT OF PUDUCHERRY INSTITUTION)**

**VAZHUDAVUR ROAD, KATHIRKAMAM, PUDUCHERRY – 605 009.**

**Ph: 0413-2277545, Fax:0413-2277289**

**Email:** [**puducherrymedicalcollege@gmail.com**](mailto:puducherrymedicalcollege@gmail.com)**, Web:www.igmcri.com**

**NOTICE INVITING TENDER**

**INDIRA GANDHI MEDICAL COLLEGE & RESEARCH INSTITUTE**

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Sealed Tenders are invited by the Director, IGMC&RI, Puducherry – 605 009 on behalf of Chairman, Perunthalaivar Kamaraj Medical College Society, Puducherry – 605 009 for procurement of tender item as furnished below. Details of Tender Notice will be available on website [www.igmcri.com](http://www.igmcri.com)

|  |  |
| --- | --- |
| Tender No. & Date | 38/IGMC&RI/Purchase/Biochemistry/2013-14 |
| Schedule of Requirement | Fully Automated Blood Chemistry Analyser – 1 No. |
| Technical Specification | Ref Section III |
| Price of Tender Form | Price: Rs.500/- plus VAT @ 4% |
| Security Deposit | 5% in the case of indigenous item and 10% in the case of imported item of the aggregate value of the article quoted |
| Last Date & Time of Receipt of Tender | 5th November 2013, 3.00 p.m |
| Time & Date of Opening of Tender | 5th November 2013, 4.00 p.m |

1. Tender quantity above is provisional and is subject to change.
2. Eligible bidders: Reputed Original Manufactures/Authorized Dealers/Agents with reference to item 6 Section I.
3. Tender Documents can be purchased from the Office of the Director, IGMC&RI, Vazhudavur Road, Kathirkamam, Puducherry 605 009 on all working days from 10.00AM to 04.00 Pm on Payment of cash/Demand Draft drawn in favour of “Perunthalaivar Kamaraj Medical College Society, Puducherry – 605 009” payable at Puducherry on or before
4. Tender Documents can also be downloaded from the website:www.igmcri.com and the said downloaded tender documents shall be legally valid for participation in the tender process. All the pages of the tender documents so downloaded before submitting must be signed with stamp by authorized signatory.

(a). The price of tender form in the event of downloading from website should be submitted in the form of crossed Demand Draft issued by any scheduled Bank in favour of “Perunthalaivar Medical College Society, Puducherry 605 009” payable at Puducherry in a separate sealed cover superscribing cost of bid form at the time of submission of tender documents in this Office. The price of downloaded bid form can also be paid in cash in the Office of Director, IGMC&RI, Puducherry open upto 4-00 PM on all working days on or before . In case of cash payment, the receipt granted in original is to be submitted in a separate sealed cover like payment by Demand Draft.

(b). Tender prices are non-refundable and non-transferable.

1. Director, IGMC&RI, Puducherry reserves the right to reject any or all the tenders without assigning any reasons whatsoever and he is not bound to accept the lowest (L1) rate.

**SECTION-I**

**IMPORTANT INSTRUCTIONS TO TENDERERS**

1. Rate should be quoted for each item and submitted in sealed cover and the name of the item quoted must be recorded on the outer portion of the sealed cover.
2. AMC rate, which are comprehensive, should be quoted for a period of 5 years after the expiry of the warranty period and these would be included in the price bids for comparison.
3. The warranty period of the equipments will commence from the date of its installation & successful commission.
4. In case the warranty period ends before the end of the financial year, the Company should extend it upto 31st March of the relevant financial year so that the AMC will start from 1st April of the following financial year.
5. Payment of EMD for the equipment the value of which is Rs.50,000/- or more is a must and no exemption is allowed.
6. Reputed manufacturers/ suppliers certificate – All the bidders should enclose certificates that they are agents/suppliers of reputed manufacturers (including manufacturing capacity, quality control systems) and past performance i.e. they have supplied and are maintaining similar equipment in Central Govt./State Govt. Institutions.
7. Clear Address of the Income Tax Authorities and PAN number must be recorded in the relevant column of the Tender Document.
8. Latest sales tax clearance certificate from competent authority should be produced along with the tender document.
9. Foreign products quotations be made preferably on the Manufacturer’s Original Proforma Invoice.
10. Foreign product quotations should clearly indicate FOB Value(-) Agency Commission/ + CIF charges and the Total CIF Value separately, or otherwise the tender will be liable for being discarded.

Further, in respect of imported items the firms may offer their rates in Indian currency as well, at the exchange rate prevailing on the date of submission of their tender and record their remarks as to whether they are ready to supply the item in Indian Rupee rate, importing the item by themselves.

1. In case of imported items the Indian Agent of Foreign Principals may submit their registration certificate with DGS&D for items falling in the restricted list of Export & Import policy, Govt. of India.
2. After-sales service must be provided. The Firm quoting the equipment should have full fledged service centre with qualified engineers close to the place of installation i.e. at Puducherry or near by places. Under any circumstances the downtime of machine should not exceed 72.00 hrs. If exceeds 72.00 hrs, each day of excess will be added to the warranty period and the warranty period extended accordingly.
3. After sales service facilities after warranty period with quantum of Rupees be recorded in the Invoice itself after quoting the rates. In case the rate is quoted only in Indian Currency the Perfoma should indicate whether the rates are on FOR/Ex-Godown or factory as the case may be.
4. Note:- This Tender Document duly filled, in original/downloaded copy with requisite fee should be necessarily included the sealed Technical Bid document.
5. Schedule to Tender Notice

TENDER SHOULD BE SUBMITTED FOR EACH ITEM SEPARTELY.

RECEIPT OF TENDER IN THIS OFFICE IS UPTO ON

(The Tender received after this time will not be accepted)

TENDERS WILL BE OPENED IN THE PRESENCE OF THOSE INTERESTED

TENDERERS WHO MAY CHOOSE TO ATTEND MAY DO SO AT ON and

THE ACCEPTED TENDER SHALL REMAIN VALID FOR A PERIOD OF ONE YEAR FROM THE DATE OF ACCEPTANCE

The rates should be inclusive of all taxes and charges (including installation)

SIGNATURE OF TENDERER

NAME IN BLOCK LETTERS:

Capacity in which tender is signed:

Address in full:

**SECTION – II**

**GENERAL (COMMERCIAL) CONDITIONS OF THE CONTRACT**

**PRICE TO BE QUOTED ON FOB/CIF/FOR PUDUCHERRY**

1. **IMPORTANT:**

i). **PURCHASER:** The Director, IGMC&RI, Puducherry – 605 009.

ii). Stores required at IGMC&RI, Puducherry – 605 009.

iii). Delivery required : Immediately.

iv). Inspecting Authority: The Director, IGMC&RI, Puducherry – 605 009 or his authorized nominees.

v). Inspecting Officer: Same as above or his authorized nominees.

vi). Tenderer shall provide assistance to consignee to clear the stores to reach the consignee’s Place/Site.

1. **NOTES:**

a). **Technical bid and price bid should be submitted separately** vide section-VI (Check List for Tenders).

b). Tenderers will give complete break up of the price indicating clearly margin of profit etc., where asked for.

c). The price should be indicated in words and figures. If it is decided to ask for excise duty or any other charges as extra, the same must be specifically stated. In the absence of such stipulation it will be presumed that the prices include all such charges and no claim for the same will be entertained.

d). If it is desired by the tenderers to ask for sales tax to be paid extra, the rate thereof must be specifically stated. In the absence of such stipulation it will presumed that the prices quoted by the tenderers are inclusive of sales tax and no liability of issue of ‘D’ Form or payment of Sales Tax will be imposed upon the purchaser.

e). On Tenderers quoting Sales Tax as extra, Sales Tax will be paid to the seller at the rate of which it is liable to be assessed or has actually been assessed provided the transation of the same is liable to sales tax and the same is payable as per the terms of the contract.

f). Tenderers are required to answer all the questions mentioned in the attached list No.1,2,3 and return the same along with tender schedule. These should be duly signed and filled up.

g). This tender is not transferable.

h). Tenderers should submit this tender in original along with quotation in duplicate, complete with literature, drawings etc.

i). Claim for revision or modification of the rates quoted by them shall not be entertained at any time and on any ground whatsoever.

1). THE TENDERS ONLY IN OUR TENDER FORMS will be considered.

2). Tender sample: Not accepted.

3). Advance sample:Not accepted.

4). Details of foundation, drawings, Installation & wiring etc. are to be sent to the consignee immediately but not later than one month from the date of the contract.

5). Firm should offer free after sales service for a period of 24/36 months, from the date of commissioning.

The equipment and all the accessories should be delivered at IGMC&RI, Puducherry and installed & commissioned free of cost. The excise duty, octroi duty, surcharge etc should also be born by the supplier.

1. The purchase reserves the option to give preference on purchase/price the offer from public section units and/or from SSI Units, over other firms in accordance with policy of the GOVERNMENT OF INDIA from time to time.
2. Each Tender should be accompanied.

a). A Deposit of **Earnest Money @ 5% of the rate quoted** may be in the form of Demand Draft drawn on **Indian Overseas Bank** or anyone of the nationalized banks payable at Puducherry. Cheque and terms deposit will not be accepted.

b). No interest will be allowed on this deposit. Tenders not accompanied by the EMD in the forms specified above will not be considered. The EMD will be returned to the unsuccessful tenderer.

c). Earnest Money Deposit should be made in the name of the “Perunthalaivar Kamaraj Medical College Society” payable at Puducherry.

d). The Successful tenderer shall deposit an amount equal to 5% in the case of Indigenous item and10% in the case of Imported item of the aggregate value of the articles accepted, as Security Deposit in the form of Demand Draft/Fixed Deposit drawn as same in 4(a) &4(c). The amount of EMD will be set off against the SD payable.

e).For any negligence on the part of tenderer and for failure to execute the supply order the Security Deposit paid will be forfeited in full or in part as deemed fit. The EMD of such successful tenderer will be allowed to be converted towards the Security Deposit.

f). EXEMPTION OF PAYMENT OF EMD AND SECURITY DEPOSIT IS NOT PERMISSIBLE. THE TENDERS FURNISHED WITHOUT EMD WILL BE REJECTED.

1. The Successful tenderer shall also execute an agreement within a week from the date of receipt of communication for the due fulfillment of the execution of the supply. The supplier shall have to pay the expense for the execution of the agreement. Failure to execute the agreement on the part of the successful tenderer or withdrawal of his tender after the intimation of acceptance of tender or failure to comply with our order owing to any reason will entail cancellation and the damage involved will be recovered from him apart from forfeiture of EMD as per rule 4 above.
2. The Security Deposit subject to condition specified herein, will be refunded to the supplier after completion of warranty period. But, in the event of any dispute arising between the Institute and the supplier, the purchaser shall be entitled to deduct out of the deposits, the amount of such damages, costs, charges and expenses as may be claimed. If the amount of such expenses could not be met out from the Security Deposit the same may be deducted from any other sum, which may be due at any time from the Government to the Supplier.
3. Articles supplied to the Institute should be in good quality and the decision of the purchaser in this regard is final and binding on the supplier. If the articles supplied are not to satisfaction and they do not meet our requirements, the same will have to be taken back by the supplier at his cost.
4. The order will be placed with the successful tenderer for the supply of items and the supplier shall supply on receipt of requisition from the purchaser to do so as and when necessary.
5. Tenders should be submitted only for the exact items as per the specifications asked for. Incase the item asked for is not available the tenderer should notify against these items as “NOT QUOTING”
6. Incase any difference or dispute arises in connection with this tender, all legal proceeding relating to the matter shall be instituted in the court within the jurisdiction of the Purchaser where he ordinarily resides.
7. Tenderer to note that the letter head/telex/telegraphic quotation will not be considered at all and will be summarily rejected.
8. All tender documents attached with invitation of tender are sacrosanct for considering any offer as complete offer. It is therefore important that the tender documents duly completed and signed are sent in sealed cover superscribing “TENDERS” FOR………………………………………………………………………………………………………………………………………………………… (Name of the Equipment) to this office, failing which the tender will be treated as incomplete and will be ignored. All documents should be sent duly filled and signed.
9. **The equipment and all accessories should be given warranty at least for 2 years or the period specified in the tender specification, after the successful commission.** The guarantee/warranty clause, which shall be applicable are binding on successful tenderer.

Unless some special warranty/guarantee clause has been stipulated elsewhere in the invitation to tender or any of its annexure, the warranty shall form part of the contract placed on successful tenderers. Except as otherwise provided in the invitation to the tender, the contractors/seller hereby declare that the goods/stores/articles supplied to the purchaser under this contract shall be strictly in accordance with specification and particulars contained/mentioned in contract. The Contractor/seller hereby guarantee that the said goods/stores articles would continue to conform the description and quality aforesaid for a period stated in tender specification from the date of delivery of the said goods/stores/articles to the purchaser or 6 months after expiry of Warranty period or whichever is later from the date of shipment/dispatch from the contractors works whichever is earlier or for a period mentioned in the specification and not withstanding the fact that the purchaser (Inspector) inspected and or approved the said goods/stores/articles/if during aforesaid period the said stores/articles/goods be discovered not to confirm to the description and quality aforesaid or not giving satisfactory performance or have deteriorated to the description and the decision of the purchaser shall be final and conclusive and the purchaser shall be entitled to call upon the contractor/sellers to rectify the goods/stores/articles or such portion thereof as is found to be defective by the purchaser within a reasonable period of such specified period as may be allowed by the purchaser in his discretion on an application made thereof by the contractor/seller.

a). In such an event the above mentioned warranty period, shall apply to the goods/stores/articles rectified from the date of rectification thereof, otherwise the contractor/seller pay to the purchaser such compensation as may arose by reason of breach of the warranty herein contained.

b). Should guarantee that they will supply spare parts, if any, when required on agreed basis for an agreed price. The agreed basis could be including but without any limitation on agreed discount on the published catalogue; or an agreed percentage or profit on the landed cost.

**All essential spare parts should be stocked in regional center like Chennai and all measures should be taken to prevent excess downtime of the equipment due to none-availability of spare parts. Suppliers should ensure that essential spare parts are available for at least 10 years after commissioning of equipment.**

c). Warranty to the effect that before going out of production for that spare parts they will give adequate advance notice to the purchaser of the equipment so that the latter may procure balance of the life time requirement of spare parts.

d). Warranty to the effect that they will make available the blue prints of the spares if any when required in connection with the main equipment.

1. The purchaser reserves the right to consider and accept the offer for any of the items in the enquiry reserving the right to utilize the offer for balance items at a later stage within the validity of offer.
2. **INSTALLATION:** Installation and demonstration should be done by the supplier/supplier’s Agent at our premises free of cost. If the installation and demonstration are charged extra the amount should be shown separately in the tender offer.
3. **THE PAYMENT:** The Payment will be made only after inspection and satisfactory commissioning each of items. The supplier shall submit bills in triplicate (original + two carbon copy) along with an advance stamped receipt immediately after commissioning of the equipment. Payment will be made by DEMAND DRAFT after commissioning of the equipment at this Institute. No advance payment can be made as per the existing rules. Negotiating documents through Bank is not permissible under rules.
4. **RISK PURCHASE (LIQUIDATED DAMAGES):**

17.1 The date of delivery of the stores stipulated in the tender document/Purchase order shall be essence of the contract and delivery must be completed not later than the date specified therein. Extension will not be given except in exceptional circumstances. In the event of late delivery of stores, the purchaser is entitled to recover from the contractor by way of Liquidated damages at the rate of 0.5% value of delayed supply for each week of delay of part there of subject to a maximum, a sum equal to 2% of the price of the stores delivered late. The quantum of liquidated damages assessed and levied by the purchaser shall be final and not challengeable by the supplier.

17.2 It should be noted that liquidated damages may occur only in case of delay in suppliers. Where no supplies have been made under a contract, we can, upon cancellation of the contract or part thereof, as the case may be recover damages occurred thereby i.e. either recover the general damages of the extra expenditure incurred in risk purchase.

1. **FORCE MAJEURE**

18.1 If, at any time, during the continuance 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, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither 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 under the contract shall be resumed as soon as practicable after such an event come to an end or cease to exist, and the decision of the purchaser as to whether the deliveries have been so resumed or not shall be final and conclusive. Further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event for a period exceeding 60 days, either party may, at its option, terminate the contract.

18.2 Provided, also that if the contract is terminated under this clause, the Purchaser shall be at liberty to take over from the Supplier at a price to be fixed by the purchaser, which shall be final, all unused, undamaged and acceptable materials, bought out components and stores in course of manufacture which may be in possession of the Supplier at the time of such termination or such portion thereof as the purchaser may deem fit, except such materials, bought out components and stores as the Supplier may with the concurrence of the purchaser elect to retain.

1. **TERMINATION FOR DEFAULT**

19.1 The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the supplier, terminate this contract in whole or in part,

a) if the supplier fails to deliver any or all of the goods within the time period(s) specified in the contract, or any extension thereof granted by the Purchaser;

b) if the supplier fails to perform any other obligation(s) under the contract; and

c) if the supplier, in either of the above circumstances, does not remedy his failure within a period of 15 days (or such longer period as the Purchaser may authorize in writing) after receipt of the default notice from the Purchaser.

19.2 In the event the Purchaser terminates the contract in whole or in part, pursuant to Para 19.1 the Purchaser may procure, upon such terms and in such manner as it deems appropriate, goods similar to those undelivered and the supplier shall be liable to the Purchaser for any excess cost for such similar goods. However, the supplier shall continue the performance of the contract to the extent not terminated.

1. **TERMINATION FOR INSOLVENCY:**

The Purchaser may at any time terminate the contract by giving written notice to the supplier, without compensation to the supplier, if the supplier becomes Bankrupt or otherwiseinsolvent as declared by the competent court provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.

1. **ARBITRATION**

21.1 In the event of any question, dispute or difference arising under this agreement or in connection there-with (except as to the matters, the decision to which is specifically provided under this agreement), the same shall be referred to the sole arbitrationof the Director, IGMC&RI, Puducherry or in case his designation is changed or his office is abolished, then in such cases to the sole arbitration of the officer for the time being entrusted (whether in addition to his own duties or otherwise) with the functions of the Director, IGMC&RI, Puducherry or by whatever designation such an officer may be called (hereinafter referred to as the said officer), and if the Director, IGMC&RI, Puducherry or the said officer is unable or unwilling to act as such, then to the sole arbitration of some other person appointed by the Director, IGMC&RI, Puducherry or the said officer. The agreement to appoint an arbitrator will be in accordance with the Arbitration and Conciliation Act 1996. The award of the arbitrator shall be final and binding on both the parties to the agreement. In the event of such an arbitrator to whom the matter is originally referred, being transferred or vacating his office or being unable to act for any reason to act for any reason whatsoever, the director, IGMC&RI, Puducherry or the said officer shall appoint another person to act as an arbitrator in accordance with terms of the agreement and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.

21.2 The arbitrator may from time to time with the consent of both the parties enlarge the time frame for making and publishing the award. Subject to the aforesaid, Arbitration and Conciliation Act, 1996 and the rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause.

21.3 The venue of the arbitration proceeding shall be the office of the Director, IGMC&RI, Puducherry or such other places as the arbitrator may decide.

1. **LEGAL JURISDICTION**

The contract shall be governed by Indian Laws and Courts at Puducherry only will have jurisdiction to entertain any dispute or claim arising out of this tender except Hon’ble Supreme Court of India, the Supreme jurisdiction in the Court of Law.

1. **INTEREST ON DEFERRED PAYMENT:**

No interest on any deferred claim arising out of this contract shall be payable in any case whatsoever.

**SECTION-III**

**SCHEDULE OF REQUIREMENT AND TECHNICAL SPECIFICATION OF EQUIPMENT**

**FULLY AUTOMATED, DISCRETE, RANDOM ACCESS CLINICAL CHEMISTRY ANALYSER**

1. Fully automated, discrete, Random Access Clinical Chemistry Analyzer.
2. Equipment should be an open system.
3. Equipment must have a minimum through put of 400 photometric tests per hour. (without ISE)
4. The instrument should analyse all routing, STAT and special biochemical parameters.
5. Should perform absorbance photometry, immunoturbidimetry with end point, initial rate, kinetic single/dual reagent chemistry.
6. Equipment should have provision for continuous loading of samples.
7. Sample volume should be between 2-50 µl, in 0.1 µl steps.
8. Should have facility to accommodate Pediatric cups.
9. Equipment should have minimum 50 reagent-positions.
10. Reagent pipetting should be 10-400 µl, in 1.0 µl steps.
11. Should have Refrigerated reagent compartment.
12. Should have Refrigerated positions for calibrators & control.
13. Separate probes for samples & reagents with liquid level sensor, probe crash prevention, clot-detection and zero carry over facility.
14. Minimum assay volume should not be more than 150µl.
15. Should have Pre- & Post – Auto dilution of samples and Rerun Capability for out of range samples.
16. Should have self diagnostic tests for insufficient sample, reagent, etc (error messages) and on line display.
17. Should have minimum 13 different wavelengths between 340-800nm and have provision for mono and bi chromatic measurements and the absorbance range should be 0.0 2.5.
18. Should have the facility for display of reaction cuvette, temperature, reagent tray, etc., on the screen.
19. Should have bar-code facility for sample and reagent.
20. Should have QC Programme – daily and monthly, Levy-Jenning’s chart and twin plot.
21. Should be supplied with normal and pathological QC and Calibrators.
22. Calibration must be Linear, Nonlinear, factor based, exponential with auto diluted series of stock calibrator.
23. Should have on board laundry for washing cuvettes.
24. A suitable RO plant with pre-treatment column should be supplied along with the instrument.
25. Start-up kits for all basic parameters and other accessories should be supplied with the instrument.
26. Compatible maintenance – free voltage stabilizer and online UPS for entire machine with minimum 1 hour battery backup.
27. Extensive Data Management Software: The equipment should be supplied with compatible, programmable Windows based comprehensive data processing and management system. (Lab management software)
28. Graphical user interface software, LIMS Capability.
29. Complete back up of the database for calibration, control and patients sample results. At least 2,00,000 patient result storage and Multitasking facility on computer.
30. Personal computer: The system should be supplied with a compatible Desktop PC with LED screen intel i5 (microprocessor with speed not less than 3.00 GHz, minimum 4 GB RAM, 320 GB HDD, key Board, scroll mouse, multimedia kit, 56 kbps moderm 32 MB AGP Card, 52xCD CD-RW Drive (optical multidrive), USB Port with 17th TFT Digital Color Monitor) with compatible Operating system and compatible Dot matrix printer for documentation, with minimum 600 DPI resolution, not less than 12 pages per minute speed.
31. Complete circuit diagram, service manual and operating manual must be provided.

Supplier must provide Original documentary proof of the date and place of manufacturing of supplied equipment otherwise the equipment will not be accepted by consignee.

1. Comprehensive training of all users by supplier for operating the equipment and trouble free maintenance at installation point.

**WARRANTY**

1. The equipment and all accessories should be under WARRANTY for a period of THREE YEARS after successful commissioning.
2. After the warranty period the instrument should be under CMC for 5 years.
3. All essential spare parts, PC boards and service manuals should be available with the local services during WARRANTY period and all steps should be taken for immediate servicing to prevent the down-time.
4. A certificate should be issued stating that all spares and service will be provided for at least 5 years after the warranty period.

**SECTION – IV**

**TENDER FORM**

Director, IGMC&RI, Puducherry Tender No……………………………

From

Tenderers Ref No………………………………………………

To

The Director,

Indira Gandhi Medical College & Research Institute,

Vazhudavur Road,

Kathirkamam,

Puducherry – 605 009.

Sir,

We hereby offer to supply the equipment in accordance with the General & Special conditions of the contract and particulars and details mentioned at the price quoted in the said schedule and date and terms of delivery being stated therein. The sums stated in the schedule are to be in full satisfaction of all claims.

We agree to supply equipment and hand it over to the purchaser within the stipulated period reckoned from the date of receipt of an intimation from you that this tender has been accepted.

We agree to abide by this tender for the period of one year from the date fixed for receiving the same.

Yours faithfully,

Signature of the Tenderer

Address:

Signature of the Witness: Dated:

Address:

**SECTION – V**

**QUESTIONNAIRE**

**LIST – I**

TENDERERS SHOULD FURNISH SPECIFIC ANSWERS TO THE ENTIRE QUESTION GIVEN BELOW TENDERERS MAY PLEASE NOTE THAT IF THE ANSWERS SO FURNISHED ARE NOT CLEAR AND/OR EVASIVE, THE TENDER WILL BE LIABLE TO BE IGNORED.

1. Tender No : Date for opening on
2. Offer is open for acceptance till :
3. Whether the stores offered fully conform

to the technical particulars & specification/

drawing specified by the purchaser in the

schedule to tender. If not, mention here

the details of deviation :

1. Brand of Stores offered :
2. Name & Address of Manufacturer :
3. Station of Manufacturer :
4. Please confirm that you have offered

Packing as per tender enquiry requirements.

If not indicate deviations

1. Gross weight of consignment :
2. Net Weight of each item :
3. Furnish your Permanent Income Tax Account

No. and address of the Income Tax Office :

1. Confirm whether you have attached your   
   latest/current ITCC or Photocopy thereof and

Furnish the address of the I.T. Office :

1. STATUS
2. Indicate whether you are ISO or SSI :
3. Are you registered with DGS&D for the

Item quoted. If so, indicate whether

There is any monetary limit or

Registration :

1. If you are a small scale unit registered

With NSIC under single point registration

Scheme for the item quoted. Confirm

Whether you have attached a photocopy

Of the registration certificate indicating

The items for which you are registered

1. a. If you are not registered either with NSIC or

with DGS&D, please state whether you are

registered with Directorate of Industries of

of State Govt. concerned :

b. If so, confirm whether you have attached a

copy of the certificate issued by the Director

of Industry :

1. Please indicate Name & Address of your banker :
2. Please furnish you performance statement :
3. Please state whether you agree to submit advance

Sample, if called upon to do so within the specified

Period of 21 days.

1. Please indicate guaranteed date by which delivery

Can be completed. Also indicate monthly rate of

Supplies and also time the date of receipt of formal

Order/approval of advance sample. :

1. Business name and constitution of the firm

Is the firm registered under:-

1. The Indian Companies Act 1996
2. The Indian Partnership Act 1932
3. Any Act if not, who are the owners

(Please give full Name & Address)

1. Whether the tendering firm(s) is/are
2. Manufacturer
3. Manufacturer’s Authorised agent
4. Holders in stock of the stores tendered for

NB:- If manufacturer’s agents, please,

Enclose with Tender copy of manufacturer’s

Authorization.

1. If stores offered are manufactured in India, please

State whether all the raw materials, components

Etc., used in their manufacture are also produced in

Indian. If not, give the details of materials components

Etc., that are imported and their break up of the

Indigenous and imported components together

With their value and proportion it bear to the total

Value of the stores should also be given :

1. State whether raw materials are held in stock

Sufficient for the manufacturer of the stores :

1. Please indicate the stocks in hand at present tune
2. Held by you against this enquiry
3. Held by M/s.

Even which you have secured an option

1. Please state whether the transit insurance is

Acceptable to you :

1. Please state whether the inspection is acceptable

to you :

1. Here state specifically whether the price tendered

By you is to the best of your knowledge and belief

Not more than the price usually charged by you for

Stores of same nature/class of description to

Any private purchased either foreign or as well as

Govt. Purchase. If not state the reason thereof.

If any, also indicate the margin of difference :

1. In respect of indigenous items for which there is

a controlled price fixed by law, the price quoted

shall not be higher than the controlled price, and

if the price quoted exceeds the controlled price,

the reasons thereof should be stated. :

1. i. Are you holding valid industrial licence(s)

Registration Certificate under the Industrial

Development and Regulation Act, 1981, If so,

Please give particulars of industrial income

Registration Certificate

ii. Exemption from the licensing provision of the

Act, for the manufacture of item quoted against

this tender. If so, please quoted relevant order

& explain your position.

iii. Whether you possess the requisite license

for manufacture of stores and / or for the

procurement of raw materials belonging to any

controlled category required for the manufacturer

of the stores

In the absence of any reply it would be assumed

That no licenses is required for the purpose of

Raw materials and/or that you possess the

Required license.

1. State whether business dealing with you have

Been banned by Min./Dept. of supply

1. Please confirm that you have read all the

Instructions carefully and have complied with

Accordingly.

**SIGNATURE OF WITNESS:** **SIGNATURE OF TENDERER:**

Full name & Address if witness 1.Full Name & Address of the In Block letters: person signing (in block

letters)

2. Whether signing as

proprietor/partner

constituted attorney/duly

authorized by the

company

**LIST – 2**

ADDL. QUESTIONNAIRE FOR PLANT AND MACHINERY TENDER ENQUIRED

1. Please state that you have submitted your quotation in the parts, and indicated below:
2. Technical bids in duplicate consisting of technical details bringing out clearly in a separate sheets, the deviations in specifications along with commercials terms and tender forms.
3. Price bids in duplicate showing only item-wise price in a separate sealed cover inside the main cover.
4. Please indicate complete breakup of prices indicating clearly the net CIF Value, customs duty, Freight charges and margin of profit etc., in a separate sheet which should be signed by you.
5. Please confirm that you will forward in advance two copies of each of installation/operation and maintenance instructions, diagrams in English.
6. Please indicate in a separate sheet duly signed by you full information in respect of the output that you obtained from the machine you have offered and also that you guarantee for the performance of the machine under the normal conditions and also that you will demonstrate guaranteed output after installation of the machine.
7. Please attach lists duly signed by you, for such spare parts and tools as are absolutely essential for proper maintenance and operation of machine for a period of two years giving full particulars of the spare parts and tools with the price of each spare part and tool separately.
8. Please confirm that you have adequate servicing and spare parts facilities in India in respect of the equipment tendered for by you or that you shall arrange to provide such facilities simultaneously with the supply of the equipment.
9. Please confirm that you undertake that supplies of

Necessary maintenance equipment and spare parts

will be made available for the life of the machine or

ten year whichever is more on continuous basis at a

price not in excess of the net FOB PRICE after allowing

account any commission payable to the Indian Agent,

if any, of the seller. If any such, commission is payable

the same shall be indicate, and it shall be payable only

in Indian Currency. :

1. Please indicate that your guarantee that before

Going out of production of the spares you will

Give adequate advance notice to the purchaser

So that he may order his requirements of spares

In one lot, if he so desires. :

1. Please indicate that you further guarantee that

If you go out of production of spare parts, then

You will made available blue prints drawings of

the spare parts and specifications of materials

at no cost to the purchaser if any when required

in connection with equipment to enable the

purchaser to fabricate or procure spare parts

from other sources. :

1. Please confirm that you undertake to enter into

a rate contract with the purchaser to supply spare

parts on an agreed basis for an agreed period :

SIGNATURE OF THE TENDERER

**LIST – 3**

**ADDITIONAL QUESTIONNAIRE FOR IMPORTED STORES**

1. Please indicate here Prices on the following basis:-
2. F.O.B
3. F.A.S Port of Shipment of your Principals/Manufacturer
4. C.I.F Indian/Port
5. F.O.R station of dispatch (also indicate the station of dispatch)
6. For FOB/FAS Quotations please indicate here separately:-
7. Net ex-factory Prices
8. Net FOB/FAS prices exclusive of profit/Commission.
9. Please indicate commission payable to you/Indian Agents/Associate in Rupees. Also attach a copy of the agreement with your Principals/Manufacturers regarding quantum of Commission payable.
10. In case you are a Foreign Firm quoting direct, please indicate
11. The Name & Address of your Indian Agent/Associates Representatives of servicing of India.
12. Commission/Remuneration payable to the Indian Agents/Associates in Rupees
13. Net FOB/FAS Price exclusive of the amount of remuneration of commission for the Indian Agents Associates.
14. Please indicate the following particulars:
15. The precise relationship between the Foreign Manufacturer/Principals and their Indian Agents/Associates.
16. The mutual interest which the manufacturer/principals and the Indian Agents/Associates have in the business of the each other.
17. Any payment which the Agents/Associate received in Indian or Abroad from the Manufacturer/Principals whether as a commission for the contractor as a general retainer etc.
18. Indian Agents Income Tax Permanent A/c No.
19. The Foreign supplier’s Income Tax Permanent A/c. No.
20. Please furnish the following certificates on separate sheets duly signed by you.
21. Certify that net prices are exclusive of commission, profit, etc., to be paid to your principals/manufacturers in the foreign currency and indicate separately the amount of remuneration/commission/profit which Indian Agent/Associates are entitled in terms of their agreements with the foreign principals.
22. Produce your Principals/Manufacturer’s Proforma Invoice or certificate indicating remuneration/commission/discount etc., to be allowed in the particular transactions to their Indian Agents/Associates and the nature of their after sales service to be rendered by Indian Agents/Associates.
23. Produce a certificate stating that the Principal/Manufacturer will arrange the negotiated documents to our Banker through their authorized Bankers within 10 days from the dispatch of goods to avoid demurrage.
24. Produce a certificate stating that the information given in the tender including the specifications are true and there is no false information given as far as the firm is concerned.

SIGNATURE OF THE TENDERER

**SECTION – VI**

**CHECK LIST FOR TENDERS**

This item/equipment is to be purchased by following a two-bid system viz: Technical bid and Price bid.

(I). The sealed envelope marked “TECHNICAL BID” should necessarily contain the following.

1. Technical specification of the product offered in the firm’s letter head enclosed.

2. DD for Rs. towards EMD DD No. Dt: enclosed.

3. If Tender document is downloaded, Tender fee DD No. Dt: enclosed

4. COST/RATE OF THE ITEM SHOULD NOT BE MENTIONED IN THIS TECHNICAL SPECIFICATION

5. Booklet issued by the manufacturer giving details of Technical Specification.

6. Warranty period to be furnished as called in the Tender specification.

7. AMC Commitment for 5 years after the warranty. **(Rate/Amount not to be mentioned)**

8. Tender Document in original/downloaded copy duly filled in. enclosed.

**(II) PRICE BID**

1. Separate sealed envelope should contain rate of the item and other price related items and submitted in the Proforma Invoice format. The item model, make, specification, modules accessories and their cost.
2. Condition pertaining to the supply to be furnished in a separate sheet duly signed.
3. Original manufacturer’s Proforma Invoice, if any, enclosed.
4. Spare parts availability for the next ten years to be certified.
5. AMC rate/amount

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| **INDIRA GANDHI MEDICAL COLLEGE & RESEARCH INSTITUTE**  **(GOVERNMENT OF PUDUCHERRY INSTITUTION)**  **VAZHUDAVUR ROAD, KATHIRKAMAM, PUDUCHERRY – 605 009.**  **Ph: 0413-2277545, Fax:0413-2277289**  **Email:** [**puducherrymedicalcollege@gmail.com**](mailto:puducherrymedicalcollege@gmail.com)**, Web:www.igmcri.com**  **F.No. 38/IGMC&RI/Purchase/Biochemistry/2013-14Date:21.10.2013**  **TENDER NOTIFICATION**  Sealed Tenders are invited from reputed suppliers having experience in supply of **Fully Automated Blood Chemistry Analyser** required for the department of Biochemistry of this Institute.  Last date for receipt of Tender:05.11.13 upto 3.00 p.m  Detailed Tender Notification, Tender document and other details are available at [www.igmcri.com](http://www.igmcri.com).  **DIRECTOR** |