

**All Indian Institute of Medical Sciences (AIIMS) – Rishikesh  
Virbhadra Road, Rishikesh (Uttarakhand) - 249201**

**TENDER DOCUMENT**

**For Procurement of Jars & Racks for Department  
of Anatomy**

**Cost of the Tender: Rs. 1135 (including all taxes)**

## Tender Document No.:- F.No.24/JARS & RACKS/100/2015-RISH (Admin)

**TENDER NOTICE FOR  
SUPPLY OF Jars & Racks  
FOR  
AIIMS, Rishikesh  
Virbhadra Marg  
Date: 27-10-2015**

**Cost – Rs.1000/-  
Vat - Rs.135/-  
Total Cost- Rs.1135/-**

1. Sealed tenders in Two Bids (Technical & Financial) on behalf of the Director, All India Institute of Medical Sciences, Rishikesh are invited from interested manufacturers/authorised dealers/distributors/agencies regarding supply of Jars & Racks for Department of Anatomy.
2. The Tender Document containing technical bid form, description/specification of the Jars & Racks and terms & conditions can either be obtained from the Office of Senior Administrative Officer, AIIMS, Rishikesh from **27-10-2015 to 17-11-2015** between 10.00 AM To 02.00 PM on non-refundable payment of Rs. 1135/- (Rupees One thousand one hundred thirty five only) or can be download from website [www.aiimsrishikesh.edu.in](http://www.aiimsrishikesh.edu.in) Those who download the Tender Document from website should enclose the DD for Rs. 1135/- (Rupees One thousand one hundred thirty five only) (non-refundable) in favor of AIIMS Rishikesh, payable at Rishikesh not later the date of **16-11-2015**. Along with their bid in the cover-I containing "Technical bid".
3. Sealed Tender, duly super scribed as "TENDER FOR JARS & RACKS FOR DEPARTMENT OF ANATOMY" addressed to the undersigned may be sent by post so as to reach AIIMS, Rishikesh by 03.00 P.M. on or before **17-11-2015** or deposited in the Tender Box kept at Tender Office of AIIMS, Rishikesh not later than 03.00 P.M. of 17-11-2015. Tender received after stipulated date/time shall not be entertained under any circumstances. The Tender will be opened on the same day at 03.00 P.M. at Tender Office of AIIMS, Rishikesh in the presence of the bidders or their representatives who may like to be present. In the event of any of the above mentioned date being declared as a **holiday** / closed day, the tenders will be opened on the next working day at the appointed time. The financial bid only technically qualified agencies will be opened in the presence of their representatives and the details of successful bidder will be displayed over the web site [www.aiimsrishikesh.edu.in](http://www.aiimsrishikesh.edu.in).
4. The tender is not transferable.
5. The pre bid conference would be held on **05-11-2015 at 03.00 PM** in the Tender Opening Room, AIIMS, Rishikesh. All firms' representative who are attending the pre bid meeting, shall produce an authorization **letter** from their firm on the firm's letter head. They are required to put their query in writing before the Tender Committee.
6. Any future clarification and/or corrigendum(s) shall be communicated through the Senior Administrative Officer on the AIIMS, Rishikesh website [www.aiimsrishikesh.edu.in](http://www.aiimsrishikesh.edu.in). The bidders are required to regularly check the website to know about any/all such corrigendum(s) as only those bids, taking care of such corrigendum(s) shall be considered for finalisation of the tender. Any enquiry about this tender document may be addressed to the Sr. Administrative Officer, for their timely resolution.
7. Bidder should enclose a covering letter mentioning a summary of applied document with proper numbering.

Sr. Administrative office  
AIIMS, Rishikesh  
0135-2452915

## **Tender Document No.:- F.No.24/JARS & RACKS/100/2015-RISH (Admin)**

### **(A) INSTRUCTIONS FOR BIDDERS**

1. The bidders have to observe highest standard of ethics while bidding for a tender. Canvassing in any form is strictly prohibited and the bidders who are found canvassing are liable to have their tenders rejected out rightly.
2. The competent authority of AIIMS, Rishikesh reserves all rights to accept or reject any/ all tender(s) without assigning any reason. It can also impose/relax any term and condition of the tender enquiry after due discussion in pre-bid conference. This will be communicated and shown over the website of the Institute. No representation will be considered after pre-bid meeting and bidders may ensure its queries only in pre-bid meeting. AIIMS, Rishikesh also reserves the right to reject any bid which in its opinion is non-responsive or violating any of the conditions/specifications without any liability to any loss whatsoever it may cause to the bidder in the process.
4. **Bidders are not allowed to submit more than one bid anytime during the tendering process for the same/similar tendered item else all his bids shall be cancelled thereby making him disqualified in addition to the forfeiture of the EMD.**
5. While submitting for this tender, the bidders will be deemed to have read, understood and accepted all the items and conditions stated in this Tender Document. Any doubts or clarifications with regard to the interpretation of the Terms & Conditions stipulated in this Tender Document, may be got clarified from Senior Administrative Officer, AIIMS Rishikesh at least 03 days before tender closing date. Requests for postponing the tender opening date for the same shall not be accepted.
6. Tender must be submitted on the prescribed Tender Form otherwise tender will be cancelled straightway. Bidders should necessary enclose a covering letter mentioning a summary of applied summary with proper numbering. NO PAGE SHOULD BE REMOVED /DETACHED FROM THE TENDER DOCUMENT.
7. The Successful Bidder shall not in any case assign the awarded contract in full or any part thereof to any third party.
8. The bid security in form of an Earnest Money Deposit (EMD) as mentioned in **TABLE-I** must be paid in the form of FD/TD/CD in favour of AIIMS Rishikesh, payable at Rishikesh. Tenders received without EMD shall be ignored straightaway and will not be considered under any circumstances. The EMD of unsuccessful bidders will be refunded after the finalization of the contract with the successful bidder. The EMD can be taken back by all the unsuccessful bidders from AIIMS Rishikesh after establishing the identity of such respective bidders.
9. EMD is required to protect the purchaser against the risk of Bidders conduct. The EMD will be forfeited if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to the notice that the information/ documents furnished in its tender is incorrect or false.
10. The tenders submitted by the bidders shall be valid and open for acceptance by the competent authority of AIIMS Rishikesh for a period of 180 (one hundred eighty) days from the published date of opening of the tenders and no request for any variation in quoted rates and /or withdrawal of tender on any ground by bidders shall be entertained. EMD of tendering firms which have submitted the sealed quotations but withdraw the same before expiry of the tender validity date may be forfeited at the discretion of AIIMS Rishikesh in addition to any remedy that the Institute (purchaser) may have under the law.

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11. Tenders would be received in TWO BIDS system; (a) Technical Bid and (b) Financial Bid.
  - 11.1 Financial bids of only those bidders would be opened who fulfill the qualification criteria and are declared qualified in Technical Bid evaluation process by the Tender Committee of AIIMS Rishikesh.
  - 11.2 Technical Bid, duly signed and EMD should be put in one separate cover and wax sealed (Cover-A). This cover should be super-scribed as: "TECHNICAL BID FOR SUPPLY OF JARS & RACKS" in addition to documents/information listed in para 11.3 below.
  - 11.3 The Envelope containing the "Technical Bid" should have the following documents/information:
    - 11.3.1 Tender Document, duly signed with seal of the firm on each page in token of acceptance of the terms and conditions of the Tender.
    - 11.3.2 EMD in the form of FD/TD/CD in favour of AIIMS Rishikesh, payable at Rishikesh alongwith the Demand Draft for the cost of Tender Document, in case the same has been downloaded from website .
    - 11.3.3 Copies of two Purchase Orders (of Rs.1 lac or more) received from Govt. Departments/ PSUs/Nationalized Banks during each of the last three years in support of the experience.
    - 11.3.4 Registration /Dealership Certificate, if any
    - 11.3.5 Attested Copy of Proof of Registration for Supply Contract existing with other Government/Semi-Government/PSUs/ reputed private organization etc. in addition to performance certificates from two different customers and Performance Statement for the previous year 2014-2015 in the format attached to the Tender Document.
    - 11.3.6 Certified copy of PAN Card.
    - 11.3.7 Attested Copy of the Sale Tax/VAT returns for previous three years i.e. 2012-13, 2013-14, 2014-15.
    - 11.3.8 Postal Address/Telephone/Mobile/FAX/E-Mail of the Firm.
    - 11.3.9 Bank Statement of the Firm for the last one year i.e. 2014-2015.
    - 11.3.10 Attested Copy of IT Return for the last 3 years i.e. 2012-13, 2013-14, 2014-15
    - 11.3.11 Attested copy of complete audited annual turnover report (which has to be average 10 Lakhs per annum for last 3 years) with profit & Loss, balance sheet, income and expenditure reports for last 3 years i.e. 2012-13, 2013-14, 2014-15
    - 11.3.12 A notarised affidavit on Ten Rupees Non-judicial stamp paper as to the fact that the bidders' quoted prices are not higher than those at which it as previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in last one year and non-existence of any criminal case upon the bidder.
    - 11.3.13 Document relating to Power of Attorney/authorization for signing the bid documents, (Not required in case of sole-proprietorship.).
  - 11.4 Financial Bid should be put in another separate cover and wax sealed (Cover-B). This cover should be super-scribed as: "FINANCIAL BID for Supply of Jars & Racks"
  - 11.5 Both the envelopes containing the Technical Bids and the Financial Bids should be put in the third envelope (C) duly sealed and super scribed as "TENDER FOR JARS & RACKS".

12. Following is the Eligibility Criteria for finalization of this Tender by the Tender Committee:

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- 12.1 EXPERIENCE: The bidder must have minimum three years of experience of supplying the furniture & glassware items in bulk to Govt. Departments/PSUs/Nationalized Banks/reputed private organisation. Copies of two such supply orders (of Rs.5 lakh or more) received during each of the last three years should be enclosed.
- 12.2 ANNUAL TURNOVER: Average annual turnover should be Rs.10 lacs or more for last 3 financial years i.e. 2012-13, 2013-14, 2014-15. Complete audited annual turnover report with profit & Loss, balance sheet, income and expenditure reports for last 3 years i.e. 2012-2013, 2013-2014, 2014-2015 to be submitted along with the technical bid.
- 12.3 STATUTORY REGISTRATIONS: The bidder must have valid PAN No. and TIN/VAT No. Photocopy of PAN Card of the Firm/Dealer/Proprietor and VAT/Trade Tax return for last 3 years is to be submitted with the technical bid.
13. After evaluation, the work shall be awarded normally to the Agency fulfilling all the conditions of the contract and who has quoted the lowest rate as per financial bid after complying with the all the Acts / provisions stated / referred to for adherence in the tender.
14. It must be noted that the rates quoted should be for the BIS approved items or must have the approval of some other recognized agency, national or international.
15. The bidder is required to furnish the details of Ministry/Department/Organizations of Central/State Government/ reputed private organization to whom it has been supplying the furniture & Glassware items in the format provided along with the Tender in form of a Performance Statement for year 2014-2015.
16. Subject to other terms of the Tender Document, the bidder(s) whose rate is accepted will be notified for the award of contract by AIIMS Rishikesh. The terms and conditions stipulated in the Tender Document shall be fully applicable to the resultant contract and taken as an integral part of the contract concluded on the basis of this Tender Document.
17. The name of such successful bidder will be displayed on the website of the institute [www.aiimsrishikesh.edu.in](http://www.aiimsrishikesh.edu.in) within 7 days from the date of execution of this tender contract by him.
18. The successful bidders has to execute a contract on Indian non judicial stamp paper of Rs.100/- (Rupees one hundred only) within fifteen (15) days from the date of award of this tender in his favour and also required to furnish the security deposit @ 10% of contract value in the form of FD/BG/TD/CD from any Nationalised/Schedule bank duly pledged in favour of AIIMS, Rishikesh & payable at Rishikesh only. The EMD deposited by successful bidder may be adjusted towards Security Deposit as demanded above. If the successful bidder fails to furnish the full security deposit or difference amount between Security Deposit and EMD within 15 (fifteen) days after the issue of Letter of Award of Work, his bid security (EMD) shall be forfeited and award of tender in suppliers favour automatically stands terminated at his cost & liability, unless time extension has been granted by AIIMS, Rishikesh.
19. If the rates of various items are L-1 for different Bidders, The AIIMS Rishikesh reserve the right to either accept the L-1 of different firms/agencies or will negotiate, the

**Sign of bidder**

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firm who has the maximum no. of L-1 item to lower the rate of other items up to the limit of L-1 quoted by other firms. In this context, final decision of the Tender Committee of AIIMS Rishikesh will be binding to all and no claim in this regard can be entertained.

20. The bidders will have to submit the samples to the technical committee after opening of the technical bid. The sample deposited will be signed by the owner of the firm along with acceptance letter of each terms and conditions stipulated by AIIMS, Rishikesh. If it is found that the sample is not of standard quality, the item will not be purchase from the firm even if they are L-1. AIIMS, Rishikesh will not accept duplicate/substandard items or items not matching the samples/prescribed specifications. Samples will be retained by the AIIMS Rishikesh to make the comparison possible, if required.

21. Bidders are required to quote their unconditional fixed rates strictly as per list of items enclosed for the entire period of the Contract. Tenders of the firms received with prices quoted on variable basis shall be rejected straightaway. The rate should be quoted in respect of only that brand/company which has been mentioned against each item in the List and the rates should not be above MRP in any case. The rates of items in respect of other company will not be entertained. Cutting/overwriting, if any, should be countersigned. If the same is received without countersigning, the Tender will prima-facie be cancelled.

22. Any request for the enhancement of contracted rates shall not be considered under any circumstances. It may be noted that no compromise on quality would be made and no firm will be permitted to change the specifications mentioned in the tender notice and if any firm submits the quotations with changed specification, their quotations will be rejected.

23. The AIIMS, Rishikesh reserves the right to accept or reject any tender in full or in part without assigning any reason thereof and without giving any compensation. The decision of the AIIMS, Rishikesh in this regard shall be final and binding on the firm.

24. AIIMS, Rishikesh reserves the right to conclude parallel Rate Contracts with a number of suppliers and place Orders on any of such firm that may be the most economical to it or suitable to its requirements.

25. If it comes to the notice of the AIIMS Rishikesh that the information/ documents furnished by the bidder is incorrect or false or non-adherence to terms and conditions contained in this Tender, the EMD of such Firm shall be forfeited in total by the AIIMS Rishikesh in addition to exercising other legal remedies.

26. Each page of Tender Document and all its annexure must be signed by the bidder and rates should be quoted against each column of the "List for Financial Quote" attached with Tender Document. The rates quoted would be valid for a period of one year or such extended period by mutual consent, as the case may be from the date of execution of the contract. No cutting or overwriting is allowed unless it is authenticated by full signatures.

27. Individual signing the tender or other documents connected with contract must specify the capacity in which such Tender Documents are signed as:

- 27.1 a "sole proprietor" of the concern or constituted attorney of such sole proprietor;
- 27.2 a partner of the firm, if it be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the

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partnership agreement or by a power of attorney duly executed by the partners of the firm.

- 27.3 Director or a principal officer duly authorized by the board of Directors of the Company, if it is a company.

### **NOTES:**

I. In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm, if any should also be enclosed along with the tender.

II. In case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any partner, the tender and all other related documents must be signed by all partners of the firm.

III. A person signing the tender form or any documents 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 persons so signing had no authority to do so, AIIMS Rishikesh may, without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.

28. Terms & Conditions as set out in this Tender Document (that comprises of the complete set of documents including attachments as published herewith) shall have to be complied with by the tendering firm. Offers not complying with such terms & conditions shall be ignored/rejected at the discretion of AIIMS Rishikesh.

29. All firms are required to submit the Performance Statement for the previous year 2013-2014 in respect of furniture & glassware items supplied to Government/Semi-Government/PSUs / reputed private organization offices. Performance Statement must be submitted in the format enclosed at annexure to this Tender Document

30. Bidders who are registered with DGS&D/NSIC for a particular item should submit the photocopy of upto date Registration Certificate with all amendments, if any.

31. Rates quoted should be inclusive of all applicable taxes, packing, forwarding, postage and transportation charges at FOR to AIIMS Rishikesh (Free delivery to the consignee's premises). Item-wise price should be quoted. Rates should be mentioned both in figures and in words. The offer should be typed or written in Ink Pen/ Ball Pen without any correction unless countersigned for validation of such editing/overriding. Offers in pencil will be cancelled. Telegraphic/ Telex/ Fax offers will not be considered and cancelled straightway.

32. The supplier has to submit a notarised affidavit on Indian Non Judicial Stamp Paper of Rs.10/- that it has not quoted the price higher than those previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in recent past. Therefore, if at any stage it has been found that the supplier has quoted lower rates anywhere than those quoted in this tender; the Institute (the purchaser) would be given the benefit of lower rates by the Supplier and the excess payment if any, will become immediately payable to the AIIMS, Rishikesh. If such affidavit is not submitted, tender will be outrightly rejected

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**(B) Other Conditions Specific to the Tender:**

- Items where samples are not provided by the bidders will be cancelled from their bid.
- Samples should be provided on the stipulated date and time otherwise the samples will not be accepted.
- Only popular market brands should be quoted preferably.

I / We hereby accept the terms and Conditions given in the tender

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(Signature & Stamp of the bidder)

Note- Please sign each page of document including terms & conditions & tender



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### TECHNICAL INFORMATION AND UNDERTAKING.

(Bidder may use separate sheet wherever required)

S/No	Particulars	Page No	Yes/No
1.	Name & Address of the manufacturer and their authorised dealers/distributors/Agency with phone number, email, name and telephone/mobile		
2.	Specify your firm/company is a manufacturers/ authorised dealer/ distributor/ Agency		
3.	Name, Address & designation of the authorized person (Sole proprietor/ partner /Director)		
4.	Have you attached the relevant poof for previously supplied these items to any government/ PSUs/ reputed private organization. Please provide a notarised affidavit on Indian Non Judicial stamp paper of Rs. 10/- that you have not quoted the price higher than previously supplied to any government Institute/Organisation/reputed Private Organisation or DGS&D rate in last one year. <b>If you don't fulfil this criteria, your tender will be out rightly rejected.</b>		
5.	Please attach copies of last three (3) years' Income Tax Returns		
6.	Please attach balance sheet ( <i>duly certified by Chartered Accountant</i> ) for last three (3) years' (Average annual turnover should not be less than 10 lakhs for last 3 years)		
7.	PAN No. (Please attach copy)		
8.	VAT/Service Tax Registration Number. (Please attach copy)		
9.	Acceptance of terms & conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of Tender Document with technical bid. Otherwise your tender will be rejected.		
10.	Power of Attorney/authorization for signing the bid documents, ( Not required in case of sole-proprietorship.)		
11.	Please submit two performance certificate from your two different customers to whom you have supplied furniture & glassware items in previous 3 years		
12.	Please submit a notarised affidavit on Indian Non judicial stamp paper of Rs. 10/- that no case is pending with the police against the Proprietor/firm/partner or the Company (Agency). Indicate any convictions in the past against the Company/firm/partner. Please also declare that proprietor/firm has never been black listed by any organization.		
13.	Details of the FD/TD/CD of bid security (EMD)  FD/TD/CD No:  Date:  Payable at-	Detail of cost of Tender for Rs. 1135/- <b>(if downloaded from website)</b> DD No. Date: Payable at-	

Sign of bidder

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Note:

(i) 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) is kept.

(ii) In case of non-fulfillment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

(Dated Signature of the Bidder with stamp of firm)

Date:

Place:

**Undertaking**

1. I/We have read and understood the contents of the Tender and agree to abide by the terms and conditions of this Tender.
2. I/We shall supply the items of requisite quality and quantity at given rate in timely manner.
3. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish within 15 days, Bank Guarantee/ Performance Security, as applicable, in the format to be provided by AIIMS Rishikesh in addition to execution of a Contract as pre-condition for obtaining the supply orders.
4. I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have banned /suspended business dealings. I/We further undertake to report to the AIIMS Rishikesh immediately after we are informed but in any case not later 15 days, if any firm in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a firm which is banned/suspended in future during the currency of the Contract with you.
5. 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.
6. An affidavit in prescribed form is enclosed herewith.

(Signature of the Bidder)

(Signature of the witness)

Name:

Name

Designation with Seal of the Firm:

Address

**TERMS & CONDITIONS OF THE CONTRACT**

(Annexure to Tender Document)

**THIS CONTRACT IS ENTERED BETWEEN:**

\_\_\_\_\_ (Name) of \_\_\_\_\_

(address) , hereinafter called the 'Contractor/Supplier/firm'

And

All India Institute of Medical Sciences, Rishikesh through its Sr. Admn Officer of AIIMS Rishikesh, Virbheda Road, Rishikesh, Uttarakhand - 249201, hereinafter called the 'Institute/Purchaser/AIIMS Rishikesh'

1. This Contract is for procurement of Jars & Racks for Department of Anatomy and other items as per the attached list at the corresponding agreed rates for the use of the Institute. These items are generally purchased on quarterly basis or as per requirement from time to time. The terms and Conditions for the Submitting of the Tenders (to the extent relevant) are the part of this Contract and they are in addition to and not in derogation of this Contract.

2. If it comes to the notice of the Institute that the information/ documents furnished by the Contractor in its tender is incorrect or false or if the Contractor fails to fulfil its obligations under this Tender Document i.e., Non-adherence to terms and conditions contained in this Tender or failure to supply the items 3 times during the validity of the contract, it may result in blacklisting of firm for a period of not less than 3 years by the Institute after due notice to the Contractor. In such event, the Contract will stand terminated automatically and the performance security of the Contractor shall be forfeited, in addition to resorting to all other legal remedies as per the discretion of the Institute. (The cut-off date of delivery period shall be counted from the date of actual dispatch of supply orders to date of receipt of supplies at destination.)

3. The supply of articles shall be subject to complete satisfaction and inspection by the designated officer of AIIMS Rishikesh and the decision of the AIIMS Rishikesh shall be final as to the quality and quantity of the stores as given into the list and legally binding upon the Supplier and in case of any of the articles/goods supplied not being found as per specification shall be liable to be rejected or replaced and any expenses or losses caused to the AIIMS Rishikesh shall be borne by the supplier.

4. It will be the responsibility of the supplier to ensure that articles/goods supplied are of the best quality and free from all defects.

5. The items/articles supplied will not be more than 1 month (one month) old to adversely affect their performance. The acceptance of articles will be given only when the articles are found up to the specifications given into the list and free from all defects.

6. The rejected items must be removed by the Contractor from the Institute's premises within 03 days from the date of the information about their rejection. The in-charge stores concerned will take reasonable view of such materials but in no case shall be responsible for any loss, shortage, damage that may occur to it while it is in the premises of the consignee during the course of inspection and before taking the charge of any such stores.

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7. All expenses and risk will be borne by the Contractor for delivering the items to the premises of AIIMS, Rishikesh.
9. The rates quoted shall remain same during contract period and no request for any increase in the rates shall be entertained.
10. The Contractor must not supply any substandard/duplicate items and if supplied, appropriate action such as imposition of penalty, claim for compensation for consequential losses/damages and cancellation of Contract as the Institute may deem fit, will be taken against defaulting Contractor. Therefore, the items supplied must be of the BIS approval or carrying the approval of some other recognized national/international agency quality/branded items, from the original manufacturers and in accordance with the sample given in first stage by the Contractor. The Contractor will ensure replacement of the defective items within three days at its own cost.
11. The date and time for delivery stipulated in supply order must be deemed to be the essence of the contract and if the Supplier fails to deliver any consignment within the period prescribed for such delivery in the supply order, liquidated damages may be deducted from the bill @ 0.5% per week subject to maximum of 10% of the value of the delayed goods under the contract. The competent authority of the institute may also cancel the supply at the cost & liability of the supplier. In such a case, bid security of the supplier shall stand forfeited in addition to other legal consequences.
12. In case the quality of goods supplied are not in conformity with the standard given in tender and as per the samples supplied or the supplies are found defective at any stage, these goods shall immediately be taken back by the supplier and will be replaced with the tender quality goods, without any delay. The competent authority reserves all rights to reject the goods if the same are not found in accordance with the required description / specifications and liquidated damages shall be charged in addition to the cost of re- tender
13. In case the Contractor fails to make supplies within the delivery schedule and / or supplies sub-standard products rather than what agreed, in consequence of which the Institute has to resort to risk purchase, the purchaser (AIIMS, Rishikesh) may recover from the Contractor the difference between the cost calculated on the basis of risk purchase price and that calculated on the basis of rates quoted by Contractor into his bid as attached to this Contract. In case of repeated failure in supplying the ordered goods, the supply order may be cancelled and bid security deposit will be forfeited.
14. Subject to the terms of this Contract, the interest free security deposit shall be returned after contract period is over (after the adjustment for the deduction/s, if any).
15. The payment to the Contractor shall be released **within one month after the satisfactory receipt** of the goods/articles ordered. Advance payment will not be made under any circumstances.
16. The Contractor shall, at all times, agree to indemnify and keep indemnified the Institute against all losses, damages which may arise in respect of action/inactions of the Contractor or breach of any term of this Contract by the Contractor. All claims regarding indemnity shall survive the termination of the contract with the Contractor.

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17. In case of insolvency/non-compliance/breach of any terms & conditions by the Contractor at any stage during the agreed term of the Contract, AIIMS, Rishikesh will discontinue the contract immediately, by forfeiting the security deposit in addition to taking all legal actions including, but not limited to the claims for compensations against all direct and indirect costs/damages/losses/ etc that AIIMS Rishikesh may incur due to the actions and inactions of the contractor causing premature termination of the Contract.

18. Except as otherwise provided under this Contract for immediate termination of the Contract, in the event of a disputes which may be arising out of the execution of the Rate Contracts/supply orders, the matter will be referred to the Deputy Director (Administration). Appeal against the decision of the DDA will lie to the Director (Administration), AIIMS Rishikesh and his decision shall be binding upon both the parties.

19. If the price of the contracted articles is/ are controlled by the Government, in no circumstances the tender price will be higher than the controlled rate.

20. The Specification and quantity of the item needed is mentioned in annexure which is an approximate detail and is subject to increase/decrease at the discretion of the competent authority of AIIMS, Rishikesh. The payment would be made for actual supply taken and no claim in this regard will be entertained.

21. The Contractor hereby guarantees that the stores, articles sold/supplied to the Institute (purchaser) under this Contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars contained/ mentioned in the Tender Document. The date of manufacturing of the items supplied will not be more than 1 (one) month old. The contractor hereby further guarantees that the said goods/stores articles would continue to conform to the description and quality aforesaid for a period of twelve months, from the date of delivery of the said goods/stores/articles to the purchaser or for such higher period as provided by the original manufacturer and notwithstanding the fact that the Purchaser (Inspector) may have inspected and /or approved the said goods /stores/articles, if during the aforesaid period, the said stores/goods/ articles be discovered not to conform to the description and quality aforesaid or not giving satisfactory performance or have deteriorated, the decision of the Purchaser in that behalf shall be final and binding on the Contractor and the Purchaser shall be entitled to call upon the contractor to rectify the goods/stores/articles or such portion thereof as is found to be defective by the purchaser within a reasonable period or such specified period as may be allowed by the purchaser in his discretion on/an application made thereof by the contractor and in such an event, the above mentioned warranty period shall apply to the goods/stores/ articles replaced from the date of replacement thereof. In case of failure of the contractor to rectify or replace the goods etc., within specified time, the purchaser shall be entitled to recover the cost with all expenses from the contractor for such defective stores.

22. This 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.

23. Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Rishikesh/Dehradun, Uttarakhand India only.

Signature of the Contractor

Name:

Official Seal:

Date:

**Sign of bidder**

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**Tender Document No.:- F.No.24/JARS & RACKS/100/2015-RISH (Admin)**

Address:

Land Line No:

Fax No:

Mobile No:

Email Id:

Signature of the Sr. Admn Officer, duly authorized by AIIMS Rishikesh

Name:

Official Seal:

Date:

Address:

Signature of the Witness:

Name:

Date:

Address:

Signature of the Witness:

Name:

Date:

Address:

**Table-I**  
**Jars & Racks for the Department of Anatomy**  
**Details of items & their tentative quantity and EMD**

<b>S.No.</b>	<b>Item</b>	<b>Quantity</b>	<b>EMD</b>
(1)	Jars (Various Sizes)	70	6,000/-
(2)	Racks (Various Sizes)	35	8,000/-



**Tender Document No.:- F.No.24/JARS & RACKS/100/2015-RISH (Admin)****FINANCIAL BID****(In sealed Cover-II super scribed "Financial Bid")**

To,

Sr. Administrative Officer  
AIIMS Rishikesh, Virbhadra Marg.  
Rishikesh (Dehradun)

Dear Sir,

Our quoted rate for supplying the Jars &amp; Racks for AIIMS, Rishikesh will be as follows:-

<b>Jars</b>					
S.No.	Name of the Item	Size	Make/Specification	Quantity Required	Rate per unit of items (Including Tax) (In Rs.)
1.	Jars Large	(30-32)x(28-30)x(10-11)cm (HxLxW)	Soda Glass	15	
2.	Jars Medium	(24-26)x(24-26)x(14-15)cm (HxLxW)	Borosil Glass	10	
3.	Jars Medium	(20-22)x(16-18)x(12-13)cm (HxLxW)	Borosil Glass	10	
4.	Jars Medium	(29-31)x(16.5-18.5)x(18-19)cm (HxLxW)	Soda Glass	15	
5.	Jars Small	(21-23)x(21-23)x(13-14)cm (HxLxW)	Borosil Glass	10	
6.	Jars Small	(13-15)x(20.5-22.5)x(9-10)cm (HxLxW)	Borosil Glass	10	

**Specifications for Jars:**

- Should be made of borosilicate (Pyrex) glass.
- Thickness of Jar – 4-5mm.
- Thickness of Top Covers 3mm.

<b>Slotted Angel Racks</b>					
S.No.	Name of the Item	Size	Make/Specification	Quantity Required	Rate per unit of items (Including Tax) (In Rs.)
1.	Slotted Angel Racks	(77-79)x(35-37)x(17-18)inch (HxWxD) with 5 shelves (35-37)x(17-18) inch	40mm x 40mm x 2mm	4	
2.	Slotted Angel Racks	(77-79)x(25-27)x(23-24)inch (HxWxD) with 5 shelves (35-37)x(23-24)inch	40mm x 40mm x 2mm	4	
3.	Slotted Angel Racks	(77-79)x(25-27)x(14-15)inch (HxWxD) with 5 shelves (35-37)x(14-15)inch	40mm x 40mm x 2mm	4	
4.	Slotted Angel	(35-37)x(35-37)x(11-12)inch (HxWxD) with 5 shelves (35-	40mm x 40mm x	4	

Sign of bidder

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**Tender Document No.:- F.No.24/JARS & RACKS/100/2015-RISH (Admin)**

	Racks	37)x(11-12)inch	2mm Quality		
5.	Slotted Angel Racks	(77-79)x(35-37)x(11-12)inch (HxWxD) with 5 shelves (35- 37)x(11-12)inch	40mm x 40mm x 2mm	4	
6.	Slotted Angel Racks	(35-37)x(35-37)x(14-15) inch (HxWxD) with 5 shelves (35- 37)x(14-15)inch	40mm x 40mm x 2mm	3	
7.	Slotted Angel Racks	(34-36)x(34-36)x(17-18) inch (HxWxD) with 5 shelves (34- 36)x(17-18) inch	40mm x 40mm x 2mm	3	
8.	Slotted Angel Racks	Overall size (65-67)x(14-16)x(18- 19) inch (HxWxD)	40mm x 40mm x 2mm	4	
9.	Racks with Glass Door Cabinet	(77-79)x(35-37)x(17-18) inch (HxWxD) with 5 shelves (35- 37)x(17-18) inch (without adjustable shelves, mat finish)	40mm x 40mm x 2mm	5	

**Specification for Slotted Angle Racks:**

- Made from 20g CRC Sheets and slotted angles of size 40mm x 40mm x 2mm. Thick with nuts & bolts, corner plates, PVC bottom shoes, etc. Pre-treated for Antirust and oven baked paint finish.
- Sr No. 8 compartments having compartments each having knob, label holder, ventilation louvers and staple locking arrangement. Fabricated from 20g CRC Sheets and pre-treated for Anti Rust and oven baked paint finish.

L1 will be decided on the basis of unit cost.

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Note:

- No other charges would be payable by Client.
- There would be no increase in rates during the Contract.

Place:.....

**(Signature of Bidder with seal)**

Date:.....

Name:  
Seal:  
Address :  
Phone No (O):  
Fax No. (O):  
E-mail:

**Tender Document No.:- F.No.24/JARS & RACKS/100/2015-RISH (Admin)**

**PERFORMANCE STATEMENT FOR THE YEAR 2013-2014**

(Annexure to Tender Document)

**NAME OF THE FIRM.....**

1	2	3	4	5	6	7	8
Contract /Agreement No & Date	Description of Purchasers with Name, Contact No and Address	Quant-ity	Value	Original Delivery Period (DP)	Quantity Supplied within Original DP	Last Supply Position	Present Position with Reasons for Delay, if any

**Tender Document No.:- F.No.24/JARS & RACKS/100/2015-RISH (Admin)**

**BANK GUARANTEE FORM FOR PERFORMANCE SECURITY**

(Annexure to the Terms & Conditions for the Contract)

To

**The Senior Administrative Officer**

All India Institute of Medical Sciences  
(AIIMS) Rishikesh,  
Virbhadra Marg,  
Rishikesh-249201

WHEREAS \_\_\_\_\_ (Name and address of the supplier) (Hereinafter called "the supplier") has undertaken, in pursuance of contract no \_\_\_\_\_ dated \_\_\_\_\_ to supply of Jars & Racks and (description of goods and services) (herein after called "the contract"). AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we have agreed to give the supplier such a irrevocable bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you unconditionally, on behalf of the supplier, up to a total of. \_\_\_\_\_ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of you to first demanding the said amount of guarantee from the supplier before raising the demand with us. You may directly raise the demand with us, without asking the supplier for the same.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee will not be changed due to change in the constitution of the bank or the supplier.

This guarantee shall be valid up to 15 months from the date of execution of the Contract for the supply of Jars & Racks up to ----- (indicate date).

.....  
(Signature with date of the authorized officer of the Bank)

.....  
Name and designation of the officer

.....  
.....

Seal, name & address of the Bank and address of the Branch

**Tender Document No.:- F.No.24/JARS & RACKS/100/2015-RISH (Admin)**

***(Prescribed Notarized Affidavit on Rs.10/- Non-judicial stamp Paper)***

I, (name), S/o Mr. (name), aged about (years), R/o (address with relevant Police Station), do hereby undertake and declare that:

- 1) I am having full authority to execute this affidavit for and on behalf of (name & address of the bidding firm) with the capacity of proprietor/partner/director/sole authorized person.
- 2) I have read and understood the contents of the tender document and agree to abide by the terms and conditions of this Tender.
- 3) I shall supply the branded, new and original Items of prescribed specification and related services in conformity with the Tender.
- 4) I have not quoted the price of these items higher than previously supplied to any government Institute/ Organization / reputed private organization or DGS&D rate in last one year.
- 5) I also undertake that no fact about the entity (as represented by me here) as to its blacklisting or ever having any criminal proceedings have been concealed for the purpose of this Tender.
- 6) Further, I hereby undertake to fully indemnify AIIMS, Rishikesh and keep it indemnified for any direct/indirect implication/s arising out of my non-compliance with the above declaration.

I solemnly declare that all information provided above are true and correct. In case any relevant information is found to be false/incomplete or concealed, the AIIMS, Rishikesh shall be entitled to take such actions as it may deem fit.

Date:  
Place:

Deponent  
Name & Address:

Witness to the signature:  
Name & Address: