

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-29
(HOSPITAL STORES)

Dated 15.12.2011

The Stores Officer (H) on behalf of the Director, AIIMS, New Delhi-29 invited sealed quotation from reputed Firms for the following.

Sch. No. Nomenclature	Cost of tender	E.M.D./ Security	Bid
T.No.109/H/2011-12 For the purchase of Bread	Rs.500/-	Rs.25,000/-	

The tender forms containing detailed specifications alongwith terms & conditions can be obtained from the office of the Stores Officer (Hospital), AIIMS, Ansari Nagar New Delhi-29 against requisite pay order/demand draft of as indicated in the table drawn in favour of the Director, AIIMS, New Delhi-29 towards the cost of the tender set (non-refundable). The same notification alongwith terms and condition are also available on the Institute /Govt.Website www.aiims.ac.in, www.aiims.edu and www.tender.govt

The tender forms can be purchased per bearer on receipt of request on printed letter head alongwith requisite Demand Draft/Pay Order between 2.00 P.M. to 4.30 P.M. on all full working days and on Saturday from 11.00 am to 1.00 P.M. upto 3.1.2012. If the last date for sale, Submission and opening of tender falls on any Govt. declared holiday the next working day will be considered as last date for the same.

Last date for submission of the Tender 6.1.2012 upto 03.00 P.M.

Date for Opening of Tenders 6.1.2012 03.30 P.M

STORES OFFICER (H)

Tender Cost :- Rs.500/-

**OFFICE OF THE DIRECTOR
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR : NEW DELHI : 110 029
(SCHEDULE-'A')**

S.NO. OF TENDER : _____
Tender NO. : 109/H/ 2011-12

**Name of the party in whose
Favour the Tender form has
been issued** : _____
: _____
: _____
: _____

**The Director,
All India Institute of Medical
Sciences , Ansari Nagar.N.Delhi-29**

(SEAL OF THE OFFICER)

Dear Sir,

1. I/We hereby submit our tender for the Purchase of Bread on annual rate contract basis.
2. I/WE now enclosing herewith the Bank Guarantee/D.D. No..... dated..... for **Rs. 25,000/- drawn in favour of the "DIRECTOR, AIIMS, NEW DELHI" towards EMD/Bid Security. (TENDERS NOT ACCOMPANIED WITH EMD/BID SECURITY ALONGWITH THE TECHNO-COMMERCIAL BID SHALL BE SUMMARILY REJECTED).**
3. I/We have gone through all terms and conditions of the tender documents before submitting the same.
4. I/We hereby agree to all the terms and conditions, stipulated by the AIIMS, in this connection including delivery, warranty, penalty etc. Quotations for each group are being submitted under separate covers, and sheets and shall be considered on their face value.
5. I/We have noted that overwritten entries shall be deleted unless duly cut & re-written and initialed.
6. Tenders are duly signed (No thumb impression should be affixed).
7. I/We undertake to sign the contract/agreement, if required, within 15 (Fifteen days) from the date of issue of the letter of acceptance, failing which our/my security money deposited may be forfeited and our/my name may be removed from the list of suppliers at the AIIMS New Delhi-29.

NOTE: ALL TERMS & CONDITIONS SUCH AS TAXES ETC, HAS BEEN INDICATED IN THE QUOTATIONS FAILING WHICH IT WILL BE PRESUMED THAT THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully,

**Signature of
Tender(s)full Addresses**

WITNESS _____
WITNESS _____
WITNESS _____
WITNESS _____

Check List of Certificates/Documents required to be submitted in the Techno- Commercial

Bid- part-1

The renderer are advised to submit the following certificates under the category of “Vital Documents” invariably along with Techno commercial bid. If these documents are not submitted /condition not met, the quotation shall be summarily rejected and no further correspondence , in this regard, shall be entertained.

- EMD/Bid Security (Clause No-8)
- Fall Clause declaration (Clause No-30)
- Non- Black listing declaration (Clause No-27)
- Vat Regd/Clearance Certificate (Clause No-28)
- Experience of Business 2 years. (Clause No-29)
- Schedule A (Clause No-6)
- Sample (Clause No- 31)

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
DEPARTMENT OF DIETETICS**

1. BROWN BREAD

1. Average weight per slice = 25-30 g
2. Brown Bread Containing > 50% Whole Wheat Flour
3. Permitted Emulsifiers & Class II Preservative
4. Zero /Nil Trans Fat
5. No artificial Colors of flavors
6. Packing- Good Open Ability
7. Food Grade Material should be used for packing
8. Each pack containing 2 slices only
9. Dietary Fiber – 2-4 g/100 gm

FOR BREAD

- Sensory evaluation of the bread would be done as per the characteristics mentioned in attached Performa.
- Bread should be supplied with in a day of manufacturing.
- Bread should be supplied between 2 to 4 P. M daily.
- Approximate Requirement 2,500/ Packets per day.

Sensory evaluation of Bread performa;- Score Sheet

Characteristics	Max Score	Sample Score
Volume/Weight	10	
Colour of Crust	8	
Symmetry of Form	3	
Evenness of Bake	3	
Character of Crust	3	
Break and shred	3	
Grain	10	
Colour of Crumb	10	
Aroma	10	
Taste	15	
Mastication	10	
Texture	15	
Total	100	

Terms & conditions
(SCHEDULE-'B')

Tender Ref. No. : 109/H/2011-12

Subject : Purchase of Bread on annual rate contract basis.

Date of Submission : 6.1.2012 up to 03.00 P.M.

Date of Opening : 6.1.2012 at (03.30 P.M).

1.Tender should be submitted in the name of Director, All India Institute of Medical Sciences, to the Store Officer (Hospital) Ansari Nagar, New Delhi-29 under the sealed cover failing which the tender should be disqualified.

2. Terms & Conditions of supply should invariably be indicated on each schedule.

3.TENDER SHOULD INVARIABLY BE SUBMITTED IN TWO BID SYSTEM CONTAINING TWO PARTS AS DETAILED BELOW:

PART-I: - TECHNO-COMMERCIAL BID IN ONE SEALED COVER

PART-II: - PRICE BID/FINANCIAL BID IN SEPARATE SEALED COVERS

BOTH THE SEALED ENVELOPES (PART-I & II) SHOULD THEN BE PUT IN OUTERCOVER INDICATING THEREON:

i) Reference No. Of the Tender: _____

ii) Tender regarding: _____

iii) Due date for submission of the tender: _____

iv) Due date for opening of the tender: _____

v) Name of the firm: _____

PLEASE NOTE THAT PRICES SHOULD NOT BE INDICATED IN THE TECHNO- COMMERCIAL BID. THE PRE-QUALIFICATION DOCUMENTS INCLUDING E.M.D./BID SECURITY AS REQUIRED IN THE TENDER DOCUMENT SHOULD INVARIABLE BE ACCOMPANIED WITH THE TECHNO-COMMERCIAL BID.

NOTE: - TENDERS SUBMITTED WITHOUT FOLLOWING TWO-BID SYSTEM PROCEDURE AS MENTIONED ABOVE WOULD BE SUMMARILY REJECTED.

4. The tender form be clarify filled in ink legibly or type written giving full address of the renderers. The renderers should quote in figures as well as in words the rate amount tendered by him/them. Alternations/ over writings unless legible attested by the renderer, shall disqualify the tenders. The tenders should be signed by the renderer himself/themselves or his/their authorized agent on his their behalf 9authorization may be enclosed, if applicable).

5. The rates should be quoted inclusive of all taxes. Tenders not confirming to these requirements are liable for rejection & no correspondence there of shall be entertained whatsoever. A.I.I.M.S is not issuing any "C & "D" forms.

6. THE FORWARDING LETTERS /UNDERTAKING (Schedule-A) DULY SIGNED SHOULD INVARIABLE BE RETURNED ALONGWITH QUOTATION FURNISHED FALING WHICH THE TENDER SHALL BE REJECTED.

7. The renderers rate should be kept open for a period of TWO YEARS from the date the tenders are opened.

8. EACH TENDER SHOULD BE ACCOMPLISHED WITH FRESH EMD/BID SECURITY AMOUNTING OF Rs. 25,000/- BY WAY OF DEMAND DRAFT /BANK GURANTEEE / FDR DRAWN IN FAVOUR OF "DIRECTOR AIIMS, NEW DELHI", FAILING WHICH THE TENDER SHALL NOT BE CONSIDERED FOR ACCEPTANCE AND WILL BE OUTRIGHTLY REJECTED IN CASE OF BANK GURANTEEE/FDR. IT SHALL BE VALID FOR TWENTY- SEVEN MONTHS FROM THE DATE OF OPENING AND THE SAME SHOULD BE FROM ANY SCHEDULED BANK. CASH/CHEQUE IS NOT ACCEPTABLE AT ALL. THE EMD/BID SECURITY DEPOSITED AGAINST OTHER TENDERS CANNOT BE ADJUSTED OR CONSIDERED FOR THIS TENDER. NO INTEREST IS PAYABLE ON EMD/BID SECURITY. THE BID SECURITY OF THE APPROVED VENDOR SHALL BE RETAINED UPTO VALIDIATY OF THE CONTRACT IN THE FORM OF PERFORMANCE GURANTEEE/SECURITY.

9. if the delivery is not effected on due date, the Director ,AIIMS, New Delhi will have the right to impose penalty as under :-

- A) First extension for month of part thereof----- @ 2%
- B) Second extension for an additional months _____ @ 3%
- C) In case of non- supply _____ @ 7.5%

Or

In case of default institute will have the right to process the ordered item from open market / another party at their own risk and expenses under risk purchase clause.

10. Force majeure will be accepted on adequate proof thereof.

1. Excise Duty & other such levy imposed by the Govt. of India from time to time will be authorized extra on demand with adequate proof thereof.
2. The percentage age of Sales Tax 9Now called as VAT) to be charged be clearly mentioned along with rates.
3. Tender by Tele- Fax/ telegram/Fax/E- Mail will not be accepted.
4. In case the firm do not supply the items within D.O.D period, AIIMS will have the right to make risk purchase for the window period requirement from next lowest firm or from open market till finalization of the next rate contract. The difference of price will recovered from the performance security of the approved vendor without giving any notice.
5. The quantity shown in the schedules can be increased or decreased to any extent depending upon the actual requirement.
6. The delivery of the ordered material has to be made next day for certain items and within a week for routine items or as per schedule mutually agreed upon.
7. Supply timings as per requirement of user department.
8. Rejected items shall be replaced on the same day.
9. The Director, A.I.I.M.S the reserves the right to cancel/reject full or any part of tender which do not fulfill the conditions , stipulated on this tender.
10. The Director, A.I.I.M.S New Delhi shall be the final authority to reject full or any part of the supply which is not confirming g to the specification and other terms & conditions.
11. No payment shall be made for reject material. The renderers would removed rejected items at their own cost and replace immediately. In case these are not removed these will be disposed off in a manner as deemed fit by the authorities at the risk and responsibility of the suppliers without any further notice.
12. Tenderers submitting tenders would be considered to have considered and accepted all the terms & conditions . No enquiries verbal or written shall be entertained in respect of acceptance or rejection of the tender.
13. Any action on the part of the tender to influence any body in the said institute. Will be taken as an offence, he will not be allowed to participate in the tender enquiry and the tender will not be opened.
14. Tender by Tele- Fax/telegram/ Fax/E- mail will not be accepted.

15. If the tenderer gives a fall statement of any of the above information, the firm/supplier will not be considered and their quotation/tender shall be deemed to be rejected and the security deposits will stand forfeited.
16. The duly constituted Technical Selection Committee will shortlist the Technical bids on the basis of technical parameters i.e. essential pre- qualification certificates and sample as per tender specifications. Based on the results, vendors will be shortlisted and the name of short listed vendors announced to the respective vendor only who's Technical Bids qualify for opening the financial bids. The price bid of only vendor short listed from the technical bids will be opened in the presence of their representatives on a specified date and time to be intimated to the respective vendors. **Those vendors failed to produce essential pre- qualification documents will be summarily rejected and no correspondence will be entertained in this regard.**
17. The tenderer shall furnish a non- blacklisting affidavit on non- judicial stamp paper of Rs. 10/- that the firm has not been blacklisted in the past by any government/private institution and there is no vigilance/CBI case pending against the firm and the firm has not been blacklisting in the past by the Govt. or Pvt. Organization.
18. TENDER SHALL BE REJECTED IF THE COPY OF SALES TAX REGISTRATION CERTIFICATE (now called as Vat) IS NOT FURNISHED. FIRM SHALL FURNISH A CERTIFICATE ON THEIR FIRMS LETTER HEAD STATING THAT UPTO DATE RETURNS HAVE BEEN FILLED AND THERE ARE NO DUES WITH THE CONCERNED DEPARTMENT. FIRM WILL ALSO SUBMIT THE COPIES OF THE SUCH RETURNS (LATEST) SUBMITTED TO THE DEPARTMENT OF TRADE & TAXES. Sales tax /Vat and other statutory levies should be separately and should not be included in the basic price otherwise it will not be considered.
19. The tenderer should have been in this business for a period of 2 years in the country for the supply of these items to any Govt Hospital/ institution in Delhi. The performance certificate or copies of inspection notes may be submitted issued against the orders received from such organizations failing which the quotations shall be summarily rejected.
20. The price charged for the Stores/Equipments under the reference, by the supplier shall in no even exceed the lowest price at which the supplier the stores/equipments of same identical description to any other person/organization/institution during the currency of the contract as per fall clause adhered by D.G.S & D.

“ if any time during the said period the supplier reduced the said prices of such/Stores /equipment or sales such stores to any other person/organization/Govt. institution/Co- operative Stores at price lower than the quoted price ,he shall forthwith notify such reduction or sale to the Director, All India Institute of medical Sciences and the price payable for the stores supplied after the date of coming into force of such reduction or sale shall stand correspondingly reduced for AIIMS.

Firm should attach an undertaking on non- judicial stamp paper of Rs. 10/- duly attested by the notary otherwise quotation shall be summarily rejected.

21. The sample in original packing duly labeled , and sealed having date of manufacturing, date of expiry, manufactured by with batch No will have to be submitted to Hospital Stores when asked for failing which their quotation shall be rejected.
22. The approved vendor would supply the material strictly in accordance with tender specification within 20 days after issued of their confirmed purchase order failing which action shall be taken against the firm like forfeiture of E.M.D/ Bid Security and removal of name of the firm from the list of supplier.
23. The institute shall have the right to reject any tender without assigning any reason thereof who do not fulfill the prequalification requirement of the tender. No correspondence will be entertained in this regard.
24. The court of Delhi will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other than Delhi court shall have jurisdiction in this matter.
25. THIS TENDER DOCUMENTS AND SUBSEQUENT AGREEMENT DEED WITH THE APPROVED CONTRACTOR IS NON-TRANSFERABLE.
26. If at any time , any quotation, dispute or difference whatever shall arise between the two parties (AIIMS on the one hand and vendor on the other hand) in relation to the purchase either of the parties may give other notice in writing the existence of such a quotation, dispute or difference and the same shall be referred to two arbitrators one to be nominated by the firm. Either party shall serve such a notice of the existence of any

quotation, dispute or difference in connection with the purchase within 30 days of the beginning of such dispute failing which all right or claims shall be deemed to have been forfeited and absolutely bared.

Before processing with the reference the arbitrators shall/ appoint /nominate an umpire . in the event of the arbitrators not agreeing in their award the umpire appointed by them shall either upon the reference and his award shall be binding on the parties. The venue of the arbitrators shall be at AIIMS.

The provision of the Indian Arbitration and Reconciliation Act 1996 and of rules framed if under any statutory modifications thereof shall be deemed to apply and be incorporated for the supply, installation, installation and commissioning etc.

Upon every or any such reference the cost of any incidents to the reference and awards respectively shall be at the discretion of the arbitrators on in the event of their not agreeing of the Umpire appointed by them who may determine the amount thereof or direct the same to be fixed as between solicitors and client or as between parties and shall direct by whom and in what manner the same shall be borne & paid.

IN CASE OF THE TENDER DOCUMENTS DOWNLOADED FROM THE WEBSITE. **THE BIDDERS MAY DOWNLOAD THE TENDER DOCUMENTS DIRECTLY FROM THE WEBSITE AVAILABLE AT www.aiims.ac.in, www.aiims.edu, www.tenders.gov.in IN SUCH CASE, THE BIDDER ARE REQUIRED TO SUBMIT THE TENDER COST FEE OF Rs. 500/- (Non-Refundable) BY WAY OF SEPARATE DEMAND DRAFT DRAWN IN FAVOUR OF DIRECTOR, AIIMS, AND THE SAME SHOULD ESSENTIALLY BE ENCLOSED ALONGWITH THE TECHNO COMMERCIAL BID. THE BIDDERS SHOULD SPECIFICALLY SUPERSCRIBE, “DOWNLOADED FROM THE WEBSITE” ON THE TOP LEFT CORNER OF THE OUTER ENVELOPE CONTAINING TECHNO-COMMERSICAL BID & PRICE BID SEPARATELY. IN NO CASE, THE TENDER COST FEE SHOULD BE MIXED WITH EMD AMOUNT. THE TENDERS NOT FOLLOWING THE ABOVE PROCEDURE WILL BE SUMMARILLY REJECTED.**

TENDERS SHOULD BE SUBMITTED IN TWO PARTS PART-I CONTAINING TECHNO-COMMERCIAL BID IN ONE SEALED COVER AND PART-II CONTAINING PRICE BIDS/FINANCIAL BIDS (FOR EACH GROUP SEPARATELY) IN OTHER SEALED COVER. ALL THE PRE-QUALIFICATION DOCUMENTS INCLUDING EMD AS REQUIRED IN THE TENDER DOCUMENT SHOULD INVARIABLY BE ACCOMPANIED WITH THE TECHNO-COMMERCIAL BID. TENDERS SUBMITTED WITHOUT FOLLOWING AS PRESCRIBED ABOVE WILL BE SUMMARILY REJECTED.

Note :-

- a) If the above mentioned certificate/documents are not submitted along with the tender, such offer will not be considered and will be out rightly rejected.
- b) Any tenderer/ supplier giving false information shall be disqualified and removed from the rate contract . no business, , hence for future will be done with the firm/supplier.