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

Dear Sir,

1) I/We hereby submit our tender for the **Purchase of 57 Cobalt Flood Source, 3D Phantom source and two rod sources for PET, 3D Cylindrical phantom & Rod sources.**

2) I/WE now enclosing herewith the DD /BG No…………………… dated……………. for **Rs.10,000/-** drawn in favor of the “DIRECTOR, AIIMS, NEW DELHI” towards EMD/Bid Security. Tenders not accompanied with EMD/Bid Security) shall be summarily rejected.

3) I/We hereby agree to all the terms and conditions, stipulated by the AIIMS, in this connection including delivery, penalty etc. Quotations for each group are being submitted under separate covers and sheets and shall be considered on their face value.

4) I/We have noted that over written entries shall be deleted unless duly out & re-written and initialed.

5) Tenders are duly signed (No thumb impression should be affixed).

6) I/We undertake to sign the contract/agreement if required within 10 (Ten days) from the date of the 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.

7) I/We have gone through all terms and conditions of the tender documents before submitted the same.

**NOTE:** ALL TERMS & CONDITIONS SUCH AS TAXES ETC, HAS BEEN INDICATED IN THE QUOTATIONS AND OTHER TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.

Yours faithfully,

Signature Tenderer with full Address.

WITNESS____________________________________
WITNESS____________________________________
WITNESS____________________________________
WITNESS____________________________________
Tender Ref. No. : XX-78/N.M./05-06/St.
Subject. : Purchase of 57 Cobalt Flood Source, 3D Phantom source and two rod sources for PET, 3D Cylindrical phantom & Rod sources.
Date of Submission : 10.01.06 up to 12.30 P.M.
Date of Opening : 10.01.06 at 03.00 P.M.

1. Tender should be addressed to the Director, All India Institute of Medical Sciences, Ansari Nagar, New Delhi-29 and submitted to the Office of the Stores Officer, (Main) under sealed cover failing which the tender shall be rejected. Terms and conditions for supply should invariably be indicated otherwise would be taken on its face value. The rates may be quoted on separate sheets failing which the tender(s) will be rejected.

2. Mixed quotations will not be considered for acceptance.

3. IN CASE OF THE TENDER DOCUMENTS DOWNLOADED FROM THE WEBSITE: -

4. TENDER SHOULD 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 ONE SEALED COVER.

    BOTH THE SEALED ENVELOPES SHOULD THEN BE PUT IN ONE OUTER COVER 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 INvariably BE ACCOMPANIED WITH THE TECHNO-COMMERCIAL BID.

NOTE: - TENDERS SUBMITTED WITHOUT FOLLOWING TWO BID SYSTEM PROCEDURE AS MENTIONED ABOVE WILL BE SUMMARILY REJECTED.
5. The tenderers should give rates, showing taxes, if any, and levies, packing forwarding and insurance charges separately giving full breakup details. THE INSTITUTE IS NOT AUTHORIZED TO ISSUE ‘C/D FORMS’. PLEASE EXCLUDE EXCISE DUTY/CUSTOM DUTY COMPONENT IN RUPEE QUOTE AS THE INSTITUTE IS EXEMPTED FROM THE PAYMENT OF EXCISE DUTY/CUSTOMS DUTY. Tender not confirming to these requirements shall be rejected and no correspondence will be entertained whatsoever.

6. IN CASE OF IMPORT THE TENDERERS ARE REQUIRED TO QUOTE FOB & CIF VALUE SEPARATELY DULY MENTIONING THE BREAKUP DETAILS FOR FREIGHT & INSURANCE. THIS CONDITION SHOULD BE STRICTLY ADHERED TO, FAILING WHICH THEIR TENDER WILL BE SUMMARILY REJECTED.

7. **THIS TENDER DOCUMENT IS NON-TRANSFERABLE.**

8. The Tender forms be clearly filled in ink legibly or type written giving full address of the tenderers. The tenderers should quote in figures as well as in words the rates amount tendered by him/them Alterations/over-writings, unless legibly attested by the tenderer, shall disqualify the tenders. The tenders should be signed by the tenderer himself/themselves or his/their authorized agent on his/their behalf (Authorization may be enclosed, if applicable).

9. THE FORWARDING LETTER/UNDERTAKEN (SCHEDULE ‘A’) DULY SIGNED SHOULD INVARIABLY BE RETURNED ALONGWITH QUOTATIONS FURNISHED, FAILING WHICH THE TENDER SHALL BE REJECTED.

10. The tenderers should take care that the rates and amounts are written in such a way that interpolation is not possible, no blanks should be left which would otherwise, make the tender redundant.

11. The tender rates should be kept open/valid for a period of one year from the date the tenders are opened

12. The tenderers shall clarify/state whether he/they are manufacturer, accredited agent or sole representative indicating principals name & address.

13. Delivery prospects with definite date of delivery at destination taking into cognizance transit facilities must be indicated.

14. EACH TENDER SHOULD BE ACCOMPANIED WITH AN EMD/BID SECURITY AMOUNTING TO **Rs.10,000/-** BY WAY OF DEMAND DRAFT/ BANK GUARANTEE DRAWN IN FAVOUR OF “DIRECTOR, AIIMS, NEW DELHI”, (PREFERABLY BANK GUARANTEE) FAILING WHICH THE TENDER SHALL NOT BE CONSIDERED FOR ACCEPTANCE AND WILL BE OUTRIGHLY REJECTED. IN CASE OF BANK GUARANTEE, IT SHALL BE VALID FOR ONE YEAR FROM THE DATE OF OPENING AND THE SAME SHOULD BE FROM ANY SCHEDULED BANK (AS PER THE LIST ENCLOSED). CASH/CHEQUE/FDR 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.

15. If the delivery is not effected on due date, the Director, AIIMS, N. Delhi will have the right to impose penalty as under:
A) First extension for one month or part thereof ______________________________@2%.

B) Second extension for an additional month ______________________________@ 3%
or part thereof.

16. In case of non-supply of Stores within the due date i.e. within the date of delivery, the Director, AIIMS, New Delhi will have the right to impose penalty, as deemed fit, to resort to risk purchase in full or part thereof at his/her discretion, his/her decision shall be final and binding.

17. Any other statutory levy imposed by the Govt. of India from time to time will be authorized extra on demand with adequate proof thereof.

18. Force meajure will be accepted on adequate proof thereof.

19. The Director, AIIMS New Delhi shall be the final authority to reject full or any part of the supply which is not conforming to the specification and other terms and conditions.

20. No payment shall be made for rejected Stores. Rejected items must be removed by the tenderers within two weeks of the date of rejection at their own cost and replace immediately. In case these are not removed these will be auctioned at the risk and responsibility of the suppliers without any further notice.

21. Tenderers submitting tenders would be considered to have considered and accepted all the terms and conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the tender.

22. The quantity shown in the tender can be increased or decreased to any extent depending upon the actual requirement.

23. Any action on the part of the tenderer to influence anybody in the said Institute, will be taken as an offence, he will not be allowed to participate in the tender enquiry and their offer will not be considered.

24. Material confirming to the specifications should be quoted. In case of alternative offers, full specifications and utility should be indicated. Leaflets, literatures, should invariably be attached for ready reference clearly marking the item No.

25. Genuine equipments and instruments etc., should be supplied. Tenderers should indicate the source of supply i.e. name & address of the manufacturers from whom the items are to be imported.

26. The tenderers are required to quote the mode of shipment by Air/Sea/ Airpost Parcel and should give separate breakup of freight and Insurance Charges.

27. The tenderer shall furnish a non-blacklisting certificate on their letter head 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/supplier and the firm has not been blacklisted in the past by any Govt. or Private Organization.

28. Payment of Agency Commission, if any, payable in rupees must be indicated. If no Agency Commission is admissible from the foreign suppliers must be indicated specifically.
29. Tenderers should clearly indicate the name of the Manufacturers/Beneficiary of the Letter of Credit, country of Origin, place of shipment/Airfreightment etc.

30. Local agents quoting on behalf of their foreign suppliers must attach authority letter in their favor.

31. The rates quoted for the Stores/Equipments, under the reference, by the supplier shall in no event exceed the lowest price at which the suppliers of the Stores/Equipments of identical description are made to any other person/organization/Institution during the period and should attach an undertaking.

**FALL CLAUSE**

32. If, at any time, during the said period, the supplier reduce the said prices of such Stores/Equipment or sales such stores to any other person/organization/Institution at a price lower than the chargeable, 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.

33. Successful tenderers, should give pre-alert intimation prior to shipment notifying both the nominated clearing agents as well as the Institute.

34. The supplier shall furnish the following certificate to the Accounts Officer (Stores Accounts) alongwith bill for payment for supply.

“I/We certify that the Stores of description identical to the Stores supplied to the government under the contract against Tender herein have not been offered/sold by me/us to any other person/organization/Institution up to date of bill/the date of completion of supplies against all supply orders placed during the currency of the tender/rate contract at the price lower than the institute under contract /against tender”.

35. The supplier shall furnish a list of organizations where the items, in question, has/have been supplied with the period during the last one year.

36. **THE GOODS MUST INVARIBLY BE CONSIGNED THROUGH OUR NOMINATED FREIGHT FORWARDERS INDICATED IN L/C & S.O in case of import.**

37. **a) PAYMENT TERMS (IN CASE OF IMPORTS)**

1) Letter of Credit will be opened on FOB/CIF value, as the case may be, for full amount after deducting the Agency commission/Technical Service Charges.

2) 100% payment shall be released against presentation of shipping documents against a performance Bank Guarantee valid for the comprehensive warranty period for 10% value from any Scheduled Bank (as per the list enclosed). Otherwise 90% payment will be released against presentation of shipping documents & balance 10% payment will be released after Installation against Bank Guarantee.
CHECK LIST FOR TERMS AND CONDITIONS

Check list for Terms and Conditions (To be filled by the bidder and submitted alongwith the technical bid)

1. Certificate for being in business for more than 2 years
2. Certificate for sole ownership/partnership
3. Statement of financial standing from bankers
4. Performance report/List of organization supplied with the same equipment
5. Rates quoted included all taxes/Rate is a CIF
6. Rates quoted as per tenders specifications
7. Authority letter from manufacture/principal enclosed
8. Affidavited that the firm has not been black listed in the past by any hospital
9. Affidavited that the firm has no vigilance case/CBI case pending against him/supplier
10. Affidavit that the firm is not supplying the same item at the lower rate quoted in the tender to any Govt. organization or any other Institute (Fall clause)
11. Quotation being submitted directly by the manufacturer or authorized distributor
12. Quality assurance certificate like ISI, ISO-9002, IP/BP or any other, please specify
13. Statement of turnover/annual report for each of the last three years attached
14. Bid Security amount enclosed deposited
15. Literature of original catalogue of the product attached for reference

(NAME OF THE BIDDER)
WITH SIGNATURE & SEAL
Specifications

Co-57 flood source (rectangular ~ 60x40 cm)

Activity: 15 mCi sheet source with radionuclides purity as > 99%. Impurities of Co-56 and Co-58 combined should be <0.15%. Uniform distribution of activity in the sheet better than 99%.

3D phantom source and two rod sources for PET

3D Cylindrical phantom

Cylinder phantom source is required as a calibration source for PET scanner set-up and periodic scanner calibration in 3D mode. The radioactive element is uniformly distributed in a cylindrical mold 20 cm in diameter by 19 cm long with phantom shield (BIO N).

Desired activity: 48 MBq on the day of receipt at AIIMS, New Delhi

Rod sources

Rod sources for Bucket setup and CT/PET alignment 2 Nos with active length of 15 cm and physical length 20 cm with shield (BIO N).
Desired activity 44 MBq or 1.2 mCi of each rod on the day of receipt at AIIMS, New Delhi