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

S.NO. OF TENDER. : __________________
FILE NO. : XX-87/Lab. Consum./ N.M./05-06/St.
Name of the party in whose favor the tender form has been issued: _________________________________

Dear Sir,
1. I/We hereby submit our tender for the ____________________________________________.
2. I/WE now enclosing herewith the Bank Guarantee/D.D. No………………. dated………………. for Rs. 40,000/- drawn in favor 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 hereby agree to all the terms and conditions, stipulated by the AIIMS, in this connection including delivery, penalty etc. Quotation is being submitted under separate covers, and sheets and shall be considered on their face value.
4. I/We have noted that overwritten entries shall be deleted unless duly cut & 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 7 (Seven 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.
7. I/We have gone through all terms and conditions of the tender documents before submitting 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 of Tender(s) full Address.

WITNESS ________________________________________
WITNESS ________________________________________
WITNESS ________________________________________
WITNESS ________________________________________
Tender Ref. No.: XX- 87/Lab. Consum./ N.M./2005-06/St.

Subject: Purchase of Lab. Consumable reagents/chemicals for Nuclear Medicine on two years rate contract basis.

Date of Submission: 10.01.06 (upto 12.30 p.m.)
Date of Opening: 10.01.06 at 3.00 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 INvariable BE ACCOMPANIED WITH THE TECHNO-COMMERCIAL BID.

NOTE: -TENDERS SUBMITTED WITHOUT FOLLOWING TWO-BID SYSTEM PROCEDURE AS MENTIONED ABOVE WOULD 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 two 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 and agent quoting on behalf of their manufacturers/principals must attach authority letter in their favor provided the manufacturer accepts responsibility for any lapses of the distributors/ supplier in case they are authorized agent. **Handwritten quotation shall be summarily rejected.**

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.40,000/-** 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 OUTRIGHTELY REJECTED. IN CASE OF BANK GUARANTEE, IT SHALL BE VALID FOR 27 MONTHS 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.
   C) In case of non supply ________________________@ 7.5%.

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. TENDER SHALL BE REJECTED IF THE COPY OF SALES TAX REGISTRATION CERTIFICATE (Now called as VAT) AND LATEST S.T.CLEARENCE CERTIFICATE IS NOT FURNISHED. Sales tax and other statutory levies should be shown separately and should not be included in the basic price. Otherwise it will not be considered.

18. Rates quoted should be valid for 24 months from the date of opening of tender

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

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

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

22. 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.

23. The Director, AIIMS, reserves the right to cancel/reject full or any part of the tender which do not fulfill the conditions stipulated in the tender.

24. 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.

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

26. 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.

27. 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.
28. Genuine laboratory consumables 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.

29. 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.

30. The principals or their agents are required to submit a certificate that they have satisfactory after sale service arrangements and fully trained staff.

31. If at any time, any question, 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 to the other notice in writing the existence of such a question, 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 question, dispute or difference in connection with this 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 barred.

Before proceeding 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 enter upon the reference and his award shall be binding on the parties. The venue of the arbitrator shall be at AIIMS.

The provision of the Indian Arbitration and Reconciliation Act 1996 and of rules framed if under and 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 manners the same shall be borne and paid.

32. The tenderer shall furnish a non-blacklisting certificate that the firm has not been blacklisted in the past by any government/Private institution. The tenderer/supplier has to give an affidavit on non-judicial stamp paper of Rs.10/- that 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.

33. Tenderers should clearly indicate the name of the Manufacturers/Beneficiary of the Letter of Credit, country of Origin, place of shipment/Airfreightment etc. in case of import.

34. Local agents quoting on behalf of their foreign suppliers must attach authority letter in their favour.

35. 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.

36. Tenderers should clearly indicate the name of the Manufacturers/Beneficiary of the Letter of Credit, country of Origin, place of shipment/Airfreightment etc.

37. The Successful tenders shall furnish the performance security within 30 days of issue of contract for due performance of the contract the performance security should be for an amount of 10% of the contract value payable in Indian rupees or DD/Bank guarantee from any Indian Nationalized Bank in favor of Director, AIIMS, and it shall be valid for 27 months from the date of issue of Rate contract, failure to furnish performance security in time would entail forfeiture of earnest money deposited by the firm & the cancellation of the contract.

38. The price charged for the Stores/Equipment’s, under the reference, by the supplier shall in no even exceed the lowest price at which the supplier the Stores/Equipment’s 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 at 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 Items supplied after the date of coming into force of such reduction or sale shall stand correspondingly reduced for AIIMS and should attach an undertaking on non-judicial stamp paper of Rs 10/-duly attested to this effect otherwise quotation shall be summarily rejected.

39. Successful tenderers, should give pre-alert intimation prior to shipment to the Institute.

40. The supplier shall furnish the following certificate to the Accounts Officer (Stores Accounts) alongwith each bill for payment for supplies made against in Rate Contract Tender.

“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 upto 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”.

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

42. The tenderer should submit statement of financial standing from their bankers/chartered accountants. The name of the bank/firm along with full address to be furnished on their firm’s letterhead.

43. If the tenderer gives a false statement on 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 deposited will stand forfeited.

44. It will be the prerogative of the Institute to place the supply order for the whole lot/item or in piecemeal basis depending upon the requirement of the Institute.

**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 A, B &C) 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 certificates/documents are not submitted along with the tender, such offers 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, henceforth, will be done with the firm/supplier.
T.No. XX- 87/Lab. consum./N.M./05-06/St. For the purchase of O^{18} Water, $^{99m}$MO-, $^{99m}$Tc, Compressed dry Air & Nitrogen Mannose Trifled and Kryptofix 222 etc. on two years rate contract basis.

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

Part I

The tenderer 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/ conditions not met, the quotation shall be summarily rejected and no further correspondence, in this regard, shall be entertained.

• Violation of two-bid system. (Clause 4)
• Schedule – ‘A’ (Clause No. 9)
• Authorization letter from the manufacturer, if the quote is a authorized agent (as applicable). (Clause no.12)
• EMD/bid amount. (Clause No. 14)
• Sales tax (now called as VAT) registration certificate (clause no.17)
• Latest sales tax clearance certificate (clause no.17)
• Certificate with regard to after sale service arrangements. (Clause No. 30)
• Non-black listing declaration (clause no32)
• Fall clause declaration (clause no.38)
• List of Organizations where the materials have been supplied in the last one-year. (Clause no.41)
• Statement of financial standing from the C/A or bank with address. (Clause no.42)
S. NO. | Item | Specification | Frequency
---|---|---|---
1. | $^{99m}$M- $^{99m}$Tc | Fission Product Column Generator for production of $^{99m}$Tc to be delivered in the deptt. on every Monday for following Thursday | 29 GBq (1 Ci) Molybdenum once a week.

### CATEGORY II

1. | O$^{18}$ Water | O$^{18}$ Water for production of 18 FDG 97% purified, Prepared under GMP, | 300 gm. every six months

### CATEGORY III

| S.NO | ITEM | Specification | Frequency
---|---|---|---
1. | Compressed Dry Air | 7 lts. Cylinder, refillable | 3 cylinders/week
2. | Nitrogen | 99.99995% purified Nitrogen gas | 1 cylinder/week

### CATEGORY IV

| S.NO | ITEM | Specification | Frequency
---|---|---|---
1. | Mannose Triflate | 100 mg. vial | 20gm/every 3 months
2. | Kryptofix 222 | 1000 mg. vial | 10mg/every 3 months

**NOTE:**

1) Rate Contract will be valid for two years.

2) For each item in category I (Radioisotope) the vendor should specify the day of calibration and day of delivery Or Date/Day of the calibration of the isotope must be mentioned along with day of delivery in the deptt.

3) All items to be cleared by the vendor and delivered in the Deptt. as specified in the supply order.

4) The Dept. shall give NOC from BARC and DGCA Or NOC for import of the radioisotopes from BARC/DGCA shall be provided by AIIMS in original & shall not be handed over transferred to any other user. At the end of the contract/every year the NOC’s should be returned to AIIMS.

5) For the purpose of comparison, day of calibration & day of delivery in the department shall be taken into consideration. Decay chart of each radioisotope may be provided (if desired).

6) The quantity of any item may be varied during the contract period, depending upon the requirements.