

**DR. RAJENDRA PRASAD CENTRE FOR OPHTHALMIC SCIENCES
A.I.I.M.S., ANSARI NAGAR, NEW DELHI – 110029**

TENDER/RATE ENQUIRY-TWO BID SYSTEM

TENDER/R.E. NO. 08/RPC/GSK/2006-07

DATED : 26.06.2006

NAME OF THE FIRM IN WHOSE FAVOUR : _____
THE TENDER FORM HAS BEEN ISSUED _____

THE STORES OFFICER,
ROOM NO. 180, 1ST FLOOR,
ADMINISTRATIVE BLOCK,
DR. R.P. CENTRE, ANSARI NAGAR,
NEW DELHI – 110029

LAST DATE OF SUBMISSION : 14.07.2006 at 11.00 AM

DATE OF OPENING : 14.07.2006 at 11.30 AM

SEAL OF THE OFFICER

Dear Sir,

1. I/We hereby submit our sealed quotation along with sample for the purchase of

_____.

2. All the terms and condition such as taxes etc. has been indicated in the schedule failing which it may be presumed that the rates are inclusive of all taxes and other terms and conditions are also as per your terms and conditions are also as your requirements.

3. I/We have enclosed herewith Earnest Money of Rs.10,000/- (Rupees Ten thousand only) in favour of "CHIEF, DR.. R.P. CENTRE, A.I.I.M.S., NEW DELHI" New Delhi vide Pay Order/Draft No. _____ Dated _____ drawn on (Bank)_____

THE FIRM SHOULD SUBMIT COPY OF FOLLOWING CERTIFICATE ALONG WITH SEALED QUOTATION:-

1. A proof of ownership/partnership etc. shall be submitted along with verification of address, telephone & fax numbers.
2. The latest income tax certificate & Sale Tax certificate.
3. The firm also required to submit authority letter from manufacturers/principal for supplying item without which tender will not be considered.
4. The firm has to give a certificate that the firm has not been blacklisted in the past by any Institution, Government/Private.
5. The firm has to give an affidavit duly attested by the Notary Public (in original) on a non-judicial stamp paper of Rs. 5/= OR Rs. 10/= that there is no vigilance/CBI case pending against the firm/supplier.
6. The firm has to give an affidavit duly attested by the Notary Public (in original) on a non-judicial stamp paper of Rs. 5/= OR Rs. 10/= that the firm is not supplying the same item at lower rates quoted in this tender to any Government/Private organization or any other institution during past one year, as per **FALL CLAUSE adhered by DGS & D and other Government agencies.**
4. I/We hereby agree to all the terms and conditions, stipulated in the tender document, in this connection including delivery penalty etc. Quotation for the item is being submitted under sealed cover and sheets and may be considered on their face value.
5. I/We undertake to sign the rate contract agreement within 10 days from the issue of the letter of acceptance, failing which our/my security deposit may be forfeited and our/my name may be removed from the list of suppliers at the AIIMS.
6. I/We have noted that over writing/white fluid entries shall be deleted unless it is duly out/re-written and initialed.

7. Tender is duly signed (no thumb impression is to be affixed).
8. If the firm gives a false statement on any of the above information the firm/supplier will not be considered and their quotation shall be rejected and the security deposited shall be forfeited.
9. The firm should have been in this business for a period of at least three years in the relation to the type of item for which the quotation is being submitted.
10. This forwarding letter duly signed is to be returned along with the sealed quotations.

11. Procedure for submission of bids

11.1 The tender should be submitted in two bid system :-

- (a) Techno-Commercial Bid in one separate cover/envelope
- (b) Price/Finance Bid in one separate cover/envelope

12. The Techno-Commercial Bid and Price/Finance Bid of the Tender/SRE should be covered in a separate sealed cover super-scribing the wordings "TECHNO COMMERCIAL BID" and "PRICE/FINANCIAL BID" respectively. Both the Techno-commercial Bid cover and Price/Financial Bid cover prepared as above are to be kept in a single sealed cover super-scribed with Tender/SRE No. 08/RPC/GSK/2006-07.

Please note that :-

- (1) Prices should not be indicated in the Techno-Commercial Bid. Tenders submitted without following the Two Bid System procedure will summarily be rejected.
- (2) Only the firms having quality/trade mark registration such as **ISI/CE Mark/ISO 9001-9002 standardization** are eligible to participate in this tender.

12. Opening of Bids

1. The techno-commercial bids will be opened in the presence of bidders/representatives who choose to attend on the date and time as mentioned. The bidders/ representatives who are present in the opening shall sign evidencing their attendance. The Price/Financial bids of the bidders whose bids are found technically suitable (after the selection of samples, if any) only will be opened. The decision of the committee on technical suitability shall be final and shall not be opened for discussion.

NOTE : All affidavits should be in original. Photocopies are not acceptable.

Yours faithfully,

Signature of tenderer with
Official rubber stamp and
full address.

1. Witness and address _____

2. Witness and address _____

**DR. RAJENDRA PRASAD CENTRE FOR OPHTHALMIC SCIENCES
A.I.I.M.S., ANSARI NAGAR, NEW DELHI**

REF.RE/TENDER NO. 08/RPC/GSK/2006-07

DATED : 26.06.2006

The sealed quotations are invited (under two bid system) in two separate sealed covers duly marked as “PRICE BID & TECHNICAL BID” (as the case may be) by post/per bearer for the supply of items detailed below which are required for Dr. R.P. Centre, AIIMS, New Delhi-110 029.

The quotations duly signed, sealed and marked as “Tender/SRE No. 08/RPC/GSK/2006-07 (PRICE BID & TECHNICAL BID separately) due for opening at 11.30 PM on 14.07.2006 in the office of Stores Officer, Room No. 180, Dr. R.P. Centre, AIIMS, New Delhi. All quotations should be typewritten or written with indelible ink. All over writing and erased entries will not be considered and treated as deleted entries from the quotations. The rates should be valid at least for one year.

The tenderers are required to enclose with the quotation an Earnest Money of Rs.10,000/- (Rupees Ten thousand only) through a Demand Draft/Pay order drawn in favour of the “Chief DR. R.P. Centre, AIIMS, New Delhi”, failing which the quotation will not be considered.

The firm has to quote for one best quality only and only sample of that particular quality should be submitted along with lab. Test report (if required). The offers submitted in one sealed cover i.e. price bid and technical bid and for quality A, B, C & D etc. will summarily be rejected, any alteration, over writing, white fluiding in the specification/rates/prices shall not be considered at all. The quoted items having quality mark such as ISI/CE Mark/ISO 9001-9002 standardization (if any) should be mentioned clearly. The selection will be made purely on sample basis.

NAME & SPECIFICATIONS OF THE ITEMS :-

1. Steel Book Shelf of size 66” x 33” x 15” with four transparent sliding glass doors having four compartments completely made of 20 gauge with brass lock and duplicate keys in die cut – 20 Nos.
2. Steel Visitor Chairs with 1” round pipe “V” type with full back, cushioned seat and back covered with good quality cloth, PU arms, powder coated base – 50 Nos.

(PRADEEP GUPTA)
STORES OFFICER