



Office of the Director
INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES,

SHEIKHPURA, PATNA-14.

Tel.: 0612 – 2297631, 2297099, Fax: 0612 – 2297225, Website: www.igims.org

E-mail: director@igims.org

Urgent Short Quotation Notice No- 12 / 2023-2024 / IGIMS / Store

URGENT SHORT QUOTATION NOTICE

BADMINTON COURT MAT

Sealed quotations in two Bid System (Technical and Price) are invited for manufacturers or their authorized dealer for the supply, installation and commissioning of **Badminton Court Mats (Qty.: 2 sets)**.

The bidders are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non-compliance with specifications/instructions in this document may disqualify the bidders from the tender exercise. The Director, Indira Gandhi Institute of Medical Sciences, Patna reserves the right to select the item (in single or multiple units) or to reject any quotation wholly or partly without assigning any reason. Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored and rejected.

Specification & Allied Technical Details

BADMINTON COURT MAT

- Material: should be 100% PVC
- Approved by: Must be approved by Badminton World Federation (BWF)
- Measurement: 15.4 M X 7.1 M X 4.5 MM (Approx.)
- Total Weight: Should be approx. 260kg
- Number of Roll in 1 set: 05 Piece
- Number of Set: 02
- Method of Setup: Joint by attached tape
- Colour: should be green

Interested bidders are requested to quote their most competitive prices and submit sealed quotation bearing this tender reference and submit on **23 / 11 /2023** or before **4:00 PM.** at the office of “The Director, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800014 (Bihar) through speed/Reg. Post / Courier services only. Any bids received after **4:00 P.M.** on **23 / 11 / 2023** shall not be considered.

The Technical Bids will be opened on **24 / 11 /2023** at **3:00 PM.** at Conference Hall, Administrative Block (ground floor) of the Institute. The bidders or their authorized representatives may also be present during the opening of the Technical Bid, if they desire so, at their own expenses. The date & time for opening of Financial Bids will be informed later on to the technically qualified bidders.

The quotation should be accompanied by attested copies of the following: MARKED AS COVER A: TECHNICAL BID

(i) **Average Annual Turnover:** of the bidder in the last three financial years 2019-2020, 2020-2021 & 2021 -2022 shall not be less than Rs 50 Lakhs. Annual turnover statement from sales of items for the last three financial years 2019-2020, 2020-2021 & 2021 -2022 certified by the Auditor/Chartered Accountant should be submitted.

(ii) **Authorization certificate issued by the manufacturer, if in case of dealer.**

(iii) **EXECUTION OF SIMILAR CONTRACTS** : Details of supplies (Quoted items) made during the past 3 financial years 2019-2020, 2020-2021 & 2021 -2022 with summary of Purchase orders (minimum 3) for the quoted items to Govt. Institutions/ Govt. PSUs.

(iv) **GST REGISTRATION NUMBER:** Attested/notarized photocopy of GST Registration number must be submitted with the Bid document.

(v) **Permanent Account Number:** Attested/notarized photocopy of PAN Card of the Bidder issued by Income Tax Department need to be submitted.

(vi) **NON-CONVICTION CERTIFICATE & BLACKLISTING** : Attested/notarized copy of Non-conviction Certificate issued by the Competent Authority of the concerned state certifying that the firm has not been convicted in the last three years i.e. 2019-2020, 2020-2021 & 2021 -2022.

(vii) **ROAD PERMITS/WAY BILLS:** Tender Inviting Authority will not take any responsibility for supplying Road Permits/Way bills. It will be the responsibility of supplier to arrange for Road Permits for dispatch of consignments to Bihar.

(viii) **FIRM DELIVERY SCHEDULE & SUPPLY CONDITIONS & PENALTIES:** Supply shall commence within 30 days from the date of order.

In case there is delay in delivery beyond the stipulated period as mentioned in the purchase order, there shall be penal deduction @ 1 % of the value of delayed goods per day of delay or part thereof subject to a maximum of 10 % of the total order value.

Once the maximum price reduction is reached, termination of the contract may be considered. Non- performance of the contract provisions shall make the successful bidder liable to be disqualified to participate in any tender for the next 3 years, in addition to forfeiture of Security Deposit.

(ix) **Tender Cost:** A Demand draft of ₹500/- (Rupees: Five Hundred only) towards non-refundable tender fee, drawn in favor of “The Director, IGIMS, Patna” payable at Patna (Bihar) should accompany the Technical bid documents. In the absence of tender cost, the tender will not be accepted.

(x) **Earnest Money Deposit (EMD):** A refundable amount of ₹10, 000/- (Rs. Ten Thousand Only) as earnest money deposit (EMD) in the shape of DD from a scheduled bank in India (valid for a minimum period of 3 months from the date of submission of tender) should accompany the bid documents. The DD drawn in favor of “The Director, IGIMS, Patna” payable at Patna (Bihar) should accompany the bid documents. The EMD should be kept in a separate sealed envelope, should be marked clearly and put in the outer envelope that contains the technical and financial bid envelopes. Failure to deposit Earnest Money will lead to rejection of tender. In the event of the awardees bidder backing out, EMD of that bidder will be forfeited.

(i) **PAYMENT PROVISIONS:** Payment will be made within 30 days from receipt and acceptance of materials at destination against submission of bill & receipted challan (in triplicate) with stock entry details.

(ii) **Quantity may increase as per requirement.**

The quotation should be accompanied by signed & sealed copy of Price Bid: MARKED AS COVER B: Price Bid:

The two separately sealed covers {**Technical bid (Cover “A”) and Price Bid (Cover “B”)**} shall be placed together inside another cover which shall be sealed and super scribed as “**Supply, installation & commissioning of Badminton Court Mats**” and addressed to “The Director, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800014 (Bihar)” will be received up to **23 / 11 / 2023** on or before **4.00 P.M.** to The Director, Indira Gandhi Institute of Medical Sciences, Sheikhpura, Patna – 800014 (Bihar)

Format for Financial Bid

(To be submitted on the letterhead of the company / firm)

SN	Description of Items	Brand/ Make	Unit	Unit Rate	Taxes (GST)	Unit Rate with taxes
A	B	C	D	E	F	(E+F)
1.						
2.						
3.						

- The Institute reserves the right to accept in part or in full or reject any or more Tender/offer without assigning any reasons or cancel , the tendering process and reject all Tender at any time prior to award of contract, without accepting any liability, whatsoever.
- L1 shall be decided on lowest total amount including taxes.
- All disputes shall be subject to Patna (Bihar) Jurisdiction only.

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Sd/-
Director,
I.G.I.M.S. – Patna