

TENDER FORMS & DOCUMENTS

1.	Date and time of receipt of Tender: Twenty One (21 days) form the date of publication of this notice during working hours.	Cost of tender document: Rs. 500/-00 (Rupees: Five Thousand) Non-refundable in form of Demand Draft in favour of "Director, I.G.I.M.S.- Patna, Payble at Patna alongwith complete quotation.
2.	Name of Address of Tenderers: _____ _____ _____ _____	
3.	Registration No. of shop and Establishment/Registration of Bihar Govt.:-	
4.	Quotation will not be allowed to mention any kind of discount in quotation/terms and conditions. He will quote the rate only. Otherwise his quotation will stand cancelled and no further correspondence will be entertained in this regard.	
5.	This tender document is Non-refundable.	
6.	Please mention " Name of work " at the left top corner of envelope.	
7.	NOTE: Overwriting/Fluinding/Cutting in price will not be allowed. Rate/Price must be mentioned both in figure and words.	

TERMS AND CONDITONS

1. If downloaded bidding documents is submitted, the firm have to submit cost of tender document of Rs. 500/-00 (Rupees: Five Hundred) in form of Demand Draft in favour of "Director, I.G.I.M.S. - Patna" payable at Patna.
2. Last date of submission of tender document is 21 days (Twenty One) form the date of publicaton of this notice up to office hours by Regd. Post/Speed Post/Currier.
3. Rate quoted must include all types of taxes and other possible expenses. No other charge will be considered.
4. The tender rate should be kept valid for a period of One Year for form the date of awarded of work. It should be extendable for a further period of One Year based on the requirement.
5. Handwriten quotations shall be accepted at the bidder's risk in case of any discrepancy in the figure, the rate mentioned in words will obly be considered.
6. The Director, I.G.I.M.S. - Patna shall be final authority to reject full or any part of repair which is not confirming to the specifiation and other terms and conditions.
7. The tederers must quote rates including fright, insurance, cartage, labour charges etc on FOB IGIMS Patna basis.
8. The court of Patna shall have the jurisdiction to try matter, dispute or reference between the parties arising out of the contract. It is pspecifically agreed that no court outside and other the court shall have jurisdiction in the matter.
9. Tender by tele-fax/telegram/fax/e-mail will not be accepted.
10. Each tender should be accompanied with and EMD/Bid security amouting to Rs. 5000/- (Rupees: Five Thousand) by way of Demand Draft Drawn in favour of "DirectorI.G.I.M.S. - Patna" failing which the tender shall not be considered for acceptance and will be out rightly rejected. Cash/Cheque will not be accepted. The bid security/EMD of the approved vendor will be retained in the form of performance security till contract period as applicable. The EMD /Bid security deposited against other tenders can not be adjusted for considered for this tender/rate contract. No interest is payable on EMD/Bid Security.

Sd/-
Director
I.G.I.M.S. - Patna.

FORMAT OF TECHNICAL BID

- (1) Name of Firm/Agency.....
.....
- (2) Registration No,
- (3) Address:-
- (4) VAT No.:-.....
- (5) PAN No.:-.....
- (6) Work Experience.....
.....
- (7) No. of Worker:.....
- (8) Cost of Earnest Money Rs. 5,000/-00 (Rupees: Five Thousand Only) -refundable in the form of Demand Draft in favour of Director, I.G.I.M.S.- Patna, Payble at Patna.

FORMAT OF PRICE BID

- (1) Price of the each item separately must be quoted.
- (2) Validity period of the price must be quoted. (Minimum validity: One year from the date of award of contract.)
- (1) **NOTE: Overwriting/Fluinding/Cutting in price will not be allowed. Rate/Price must be mentioned both in figure and words.**

Scope of work for repairing

PATIENT BED

- Repair of bed leg and Panel
- Change of full sheet of bed. Gauge of sheet must be mentioned.
- Painting of bed with one coat primer and tow coat of paint (spray)/(Brush)

FLOWER BED

- Minor Repair
- Chage of wheel
- Change of full sheet of bed. Gauge of sheet must be mentioned.
- Painting of bed with one coat primer and tow coat of paint (spray)/(Brush)

BED SIDE LOCKER

- Repair of Bed Side Locker
- Change of Box door with lock and kabja
- Painting of Bed Side Locker with one coat primer and tow coat of paint (spray)/Brush
- Rubber Paddle for leg.
- Change of wheel – 8”
- Repair of Bed Mattress
- Change of Full Raxine of Mattress

STRACHER TROLLEY

- Repair of Stracher Trolley
- Painting of Stracher Trolley with one coat primer and tow coat of paint (spray)/Brush
- Change of wheel – 8”
- Change of wheel – 6”
- Change of wheel – 4”
- Change of wheel – 2”

MATTRESS

- Repair of Mattress
- Change of Full raxine of Mattress

SCREEN FRAME

- Repair of Screen Fram
- Painting of Screen Frame with one coat primer and tow coat of paint (spray)/Brush

REVOLVING STOOL

- Repair of Revolving Stool
- Change of stool rubber
- Painting of Revolving Stool with one coat primer and tow coat of paint (spray)/Brush

SLINE STAND/I.V. STAND

- Repair of Sline Stand/I.V. Stand
- Painting of Sline Stand/I.V. Stand with one coat primer and tow coat of paint (spray)/Brush

INSTRUMENT TROLLEY

- Repair of Instrument Trolley
- Painting of Instrument Trolley with one coat primer and tow coat of paint (spray)/Brush

DRESSING TROLLEY

- Repair of Dressing Trolley
- Painting of Dressing Trolley with one coat primer and tow coat of paint (spray)/Brush

EXAMINATION COUCH

- Repair of Examination Couch (wooden & S.S.)
- Painting of Examination Couch S.S. with one coat primer and tow coat of paint (spray)/Brush
- Polish of Examination Couch (wooden)
- Change of Full Raxine of Examination Couch

WHEEL CHAIR

- Repair of wheel Chair
- Painting of wheel Chair with one coat primer and tow coat of paint (spray)/Brush

WOODEN CHAIR

- Repair of wooden chair
- Gutting of back & seat
- Polish of chair

IRON CHAIR

- Repair of Iron Chair
- Gutting of back & seat
- Painting of Iron Chair with one coat primer and tow coat of paint (spray)/Brush

REVOLVING CHAIR

- Repair of revolving Chair
- Change of Arm
- Change of Base
- Chage of seat & back
- Change of Base Wheel

CHART TROLLEY

- Repair of Chart Trolley
- Painting of Chart Trolley with one coat primer and tow coat of paint (spray)/Brush

STEEL RACK

- Repair of Steel Rack
- Painting of Steel Rack with one coat primer and tow coat of paint (spray)/Brush

REFRIGERATOR

- Repair of body of refrigerator (outside)
- Painting of refrigerator with one coat primer and tow coat of paint (spray)/Brush

LOUNDRY TROLLEY

- Repair of Laundry Trolley
- Painting of Laundry Trolley with one coat primer and tow coat of paint (spray)/Brush

LOUNDRY BAG STAND

- Repair of Laundry Bag Stand
- Painting of Laundry Bag Stand with one coat primer and tow coat of paint (spray)/Brush

BASIN STAND

- Repair of Basin Stand
- Painting of Basin Stand with one coat primer and tow coat of paint (spray)/Brush

OXYGEN CYLINDER TROLLEY

- Repair of Oxygen Cylinder Trolley
- Painting of Oxygen Cylinder Trolley with one coat primer and tow coat of paint (spray)/Brush

FOOT STEP

- Repair of Foot Step (wooden & S.s.)
- Painting of foot step with one coat primer and tow coat of paint (spray)/Brush

DINNING TABLE

- Repair of Dining Table
- Chage of Top
- Polish of Dinnig Table

DINNING CHAIR

- Repair of Chair
- Polish of Dining Chair

MOULDED CHAIR

- Repair of Moulded Chair
- Painting of Moulded Chair with one coat primer and tow coat of paint (spray)/Brush
- Replacement of PVC Seat

MULTI SEATER CHAIR

- Repair of Multi Seater Chair
- Painting of Multi Seater Chair with one coat primer and tow coat of paint (spray)/Brush

STEEL STOOL

- Repair of Steel Stool
- Painting of Steel Stool with one coat primer and tow coat of paint (spray)/Brush
- Change of rubber paddle

COMPUTER TABLE

- Repair of Computer Table
- Plish of Computer Table
- Change of Top of Computer Table

STEEL ALMIRAH

- Repair of Leg
- Change of Leg
- Repair of Lock
- Change of Lock
- Making of key
- Change of Handle
- Change of Rack
- Change of Kabja
- Painting of Almirah with one coat primer and tow coat of paint (spray)/Brush

BOOK SELF

- Repair of Book Self
- Change of glass
- Repair of Lock
- Change of Lock
- Making of key
- Change of Handle
- Change of Rack
- Change of Kabja
- Painting of Book Self one coat primer and tow coat of paint (spray)/Brush

FULL SECRETARIAT TABLE

- Repair of Full Secretriat Table
- Painting of Full Secrtariat Table one coat primer and tow coat of paint (spray)/Brush
- Change of Top (Size must be mentioned)

HALF SECRETARIAT TABLE

- Repair of Full Half Table
- Painting of Half Secrtariat Table one coat primer and tow coat of paint (spray)/Brush
- Change of Top (Size must be mentioned)

PATIENT ATTENDANT BED

- Repair of Patient Attendant Bed
- Repair of Mattress
- Change of Full raxine

SOFA

- Repair of Sofa
- Change of Cushion
- Change of Cloth
- Change of Raxine
