

ANNUAL TENDER: 2014-15



TENDER No.: 01 / 2014 - 2015 / IGIMS / Store.

GROUP: L

Equipment for Medical College

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IMPORTANT DATES

Last date for submission of Bidding Document	18.06.2014 Till 3.30 P.M.
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CHAPTER – 1

INSTRUCTION TO BIDDER

INSTRUCTION TO BIDDER

TENDER FORMS & DOCUMENTS

01.	Last Date & time of receipt of Tender is at 3.30.P.M.	Cost of Tender Document: Rs. 1, 000/-
02.	Name & Address of tenderer(s):	
03.	<p>Registration No of the following: -</p> <ul style="list-style-type: none">a. Shop & Establishment/Registration No.(Desirable)b. BST & CST No/VAT No. (Attached certificate)c. Sale Tax clearance certificate. Up to dated. DGS & D Registration Certificate, if rate quoted on DGS D Rate contract. <p>Note: - Tenderer must be registered with Bihar Sales Tax department.</p>	
04.	Earnest Money:- Rs.10, 000/(Rs. Ten Thousand for each Group) in favour of Director, I.G.I.M.S., Patna payable at Patna in way of Demand Draft. No.....dated.....and Amount.....	
05.	Period of validity of quoted price:- One Year W. e. f. 01.04.2014.	
06.	Tenderer will not be allowed to mention any kinds of discount in quotation/terms and conditions. He will quote the rate only as per column in Sl. No.- 12 given below only. Other wise his tender will stand cancelled and no further correspondence will be entertained in this regard.	
07.	Clearly mention the Guarantee period & after sale services to be provided, if applicable.	
08.	General terms & conditions & tender document are mentioned in Chapter 2.	
09.	This Tender document is Non-transferable .	
10.	Please mention “ Name of Group” at the left top corner of envelope.	
11.	Separate Tender Document is required for each group.	
12.	The quotation for items in the Tender Notice should be in the following format. Otherwise tender shall not be considered and rejected outright.	
	<p>Note: Overwriting / Fluiding / Cutting in price will not be allowed. Rates/Prices must be mentioned both in figure and words.</p>	

Name of the Item	Packing size	Offer price per Unit with specification.	CST	Surcharge	BST	VAT	TOT	Net Unit Price	Is it DGS & D rate / Approved r Hospital / General Market rate
1	2	3	4	5	6	7	8	9	10

Signature of tenderer with date

INSTRUCTION TO BIDDER

1.
 - a. The tender duly filled in shall be submitted in two sealed covers separately for technical and price bids respectively. Such covers shall be super scribed as “**Tender Notice No.:** (here mention the tender notice no. as specified) **TECHNICAL BID** for supply of (here mention the name of the Group” or “**Tender Notice No.:** (here mention the tender no as specified) **PRICE BID** for supply of (here mention the name of the Items)” as the case may be.
 - b. Both the sealed covers shall be put in another sealed (third) bigger cover which should also be super scribed as “**Tender Notice No.:**..... (here mention the tender no as specified) **TENDER for supply of** (here mention the name of the Items)”.
2. The “**Bidding Document**” can be downloaded from institute website www.igims.org only.
3. Last date for submission of bidding document 18.06.2014 till 3.30 P.M. by registered post / speed post/ Courier only. Bidders are requested to send the bid well in advance so as to ensure that bid reaches in time. Institute will not be responsible for any postal delay. Bids received after due date and time shall be summarily rejected.
4. Earnest Money 10,000/- (Rs. Ten thousand) only for each Group is required to be submitted along with tender by Demand Draft only along with the tender favoring Director, I.G.I.M.S. – Patna (payable at Patna). No interest is payable on EMD/ Bid security.
5. Non- submission of sufficient EMD along with the Technical Bid shall be one of the primary reasons for rejection of the offer in the first round.
6. **Part Supply** :- No part supply or wrong supply will be accepted, However in the interest of the patient care, part Supply may be accepted with the approval of the competent authority but payment will be released only after full supply.
7. Following certificates are required with the **Technical Bid**:

Sl. No	Require Certificate	Attached at Page No.:..... of Technical Bid
1	Name and full address of the Bidder with Office telephone Number.	
2	Status of the Bidder whether manufacturer or authorized dealer/ agent/stockiest etc.	
3	Authorization letter of company (if authorized agency) in favour of bidder valid for not less than three prospective years.	
4	VAT Registration No. of bidder, if applicable.	
5	Sales Tax Clearance Certificate	
6	Pan Card of the bidder	
7	Income Tax return of bidder for the last three successive years up to financial year 2013-14.	
8	An affidavit from bidder that the company/firm has not been	

	blacklisted /De- registered/ De- Barred by any govt. Institutions / organization	
9	An affidavit from bidder that the quoted rate in this financial bid is not more than the rate quoted in any other government, organization/Institution by them.	
10	An affidavit that Quoted rate is not higher than MRP.	
11	All documents must be attested by the bidder with signature, date seal.	
12	Technical specification of the items quoted in the light of the specification given in the bidding document (submit a check list).	
13	List of Institutions/Hospitals where supply has been made in the last three years.	
14	Sample of the Items (Must for the clothes of all types, Cotton, Gauge, Disposable Syringe, etc where ever applicable as mentioned in the document)	
15	Total turnover year wise in the preceding last three years. Manufacturers/Supplier having large turnover shall be preferred. (Attach audited Balance sheet & P/L A/C).	

PRICE BID:

- (1) Price of all the items quoted should be mentioned separately for each item. The price should be per unit basis.
- (ii) Standardization certificate for the items used shall have to be submitted, if required.
- (iii) All taxes applicable must be quoted wherever applicable. The exact amount of the tax at the prevailing should be clearly quoted. Simply **writing tax as applicable** shall not be sufficient and accepted & bid will be rejected.

CHAPTER – 2

CONDITIONS OF THE CONTRACT

CONDITIONS OF THE CONTRACT

01. **Destination of Delivery:** Central Store Section, I.G.I.M.S., Sheikhpura , Patna
02. **Acknowledgement and Discrepancies :**

On receipt of the supply orders any discrepancies should be pointed out within 10 days of the issue of the order. In case, no intimation to the contrary is received from the firm within 10 days, it will be assumed that order has been accepted in full even though it may have been placed after the lapse of the validity period of the quotation.
03. **Prices:** As mention in supply orders.
04. **Taxes:** Inclusive / Exclusive .If taxes are extra please specifying the rate of tax applicable on the items.
05. **Payment:-** After receipt of goods and submission of satisfactory Inspection Report issued by officials as authorized by the competent authority.
06. **Price Variation Clause:** The institute shall accept the price rates as mentioned in the quotation only. The claim for price increase over the quoted price shall not be accepted by the institute within the validity period of the quotation. However, where the firm has quoted on price list basis the institute may accept the increased price applicable at the time of actual supply on production of valid and current price list.
07. **Validity of Price:** One Year form the date of opening (Extendable as per requirement).
08. **Delivery Period: 30** days from the date of issuance of supply order. However, shorter delivery period will be preferred.
09. **Penalty Clause:** If the firm supplies after expiry of 30 days and within 45 days of the order a penalty of 2% of the total ordered value will be imposed/charged. If the firms fail to supply the ordered goods even after 45 days, the following action shall be taken against them.
 - a. Cancellation of the supply order.
 - b. Forfeiture of EMD.
 - c. Black listing of firm for any future participation.
 - d. Legal action, if necessary. Legal jurisdiction court of Judicature at Patna
10. **Supply:** Normally Stores pertaining to the Supply Order should be dispatched in one lot. Part supply may be allowed upon written request by the supplier and permission granted by the officials authorized by the Institute. However, payment shall be made only after full ordered quantity of the ordered items.
11. **Delivery Extension:** Under special circumstances if valid reason for extension to the satisfaction of the Institute is provided, the Institute may consider giving further extension **of time without penalty.**
12. **Payment:** Payment will normally be made when the full supplies is made against a supply order, except when part supply has been allowed in supply order or when supplier has been asked to supply in installment. Or in any other special circumstance by order of competent authority. In such a situation payment may be released upon part supply after completing established procedures
13. **Replacement of defective / expired supplies:** Shall be the responsibility of the firm on their cost, who has executed the supply.

14. **Expiry date of item supplied:** No supply of items having expiry date less than one year on the date of supply shall be accepted by the Institute. Supplier having expiry date more than one year shall be preferred.
15. **Discrepancy or Omission:**
The payments are made strictly on the basis of the supply order and firms are advised not to deviate from supply orders instruction in all respect. In the event of there being any discrepancy, the matter should first be referred to the institute for necessary amendment in the supply order before making actual supply and submission of the bill.
16. **Challan:**
The suppliers should submit the challan in triplicate alongwith the supplies to the Central Store, IGIMS, Patna-14.
17. The bills should be submitted to the office of the Officer under whose signature supply order has been issued.
18. **Excise Surcharge:**
Following certificate should also be endorsed on each copy of the bill at the time of charging the Excise Duty, if admissible.

“It is certified that the Excise Duty included in the bill is in accordance with the Excise Duty Rules and that the stores on which the Excise Duty has been charged are not exempted from the Excise Duty under the Rules framed by the Government of India for this purpose and the Excise Duty so charged /collected has been remitted accordingly to provision of the relevant rules.”
19. The Institute is not covered under Form ‘B’ and as such Sales Tax as stipulated may be billed at the rates applicable at the time of supply.
20. **Items available in different packing, size/quantities:**
For the items available in different packing sizes/quantities the gross rate as well as unit price (In terms of relevant net quantity) should be mentioned for each packing size/quantity.
21. **Items with different net and gross weight:**
For items with different net weight and gross weight, e.g., COTTON ROLL- for each packing size, both net as well as gross weight must be mentioned alongwith corresponding rates.
22. **Items with different specification for same item:**
For items with different specifications, if mentioned in tender paper separate rate with details specification must be mentioned.
23. **Stamping / Numbering of Items:**
For items having longer life e.g. furnitures, fans, almirah and certain linen, manufacturer / supplier may be required to put a number s / stamping with paint or any other suitable materials at the discretion of the institute. Tenders should mention the separate rates for this work.
24. **Items with certain specified Half – Life:**
For items with specified half-life e.g. radioisotopes half-life of the items quoted must be mentioned. Unless otherwise, the quantity in such cases accepted for payment will be the quantity received at I.G.I.M.S. store and not at dispatched.
25. **Warranty / Guarantee on the items to be supplied:**
Wherever applicable, supplier is required to mention warrantee/guarantee available on specified items (with duration of warrantee/guarantee applicable). manufacturer/authorised dealer/supplier offering warrantee/guarantee on item supplied will be given due weight age. in

case where warranty/guarantee is mentioned on the packing material/item itself /catalogue of the manufacturer , it will be applicable and it will be mandatory for the supplier to extend the same to the institute.

26 **D. G. S. & d. Rate Contract:**

Manufacturers/dealer/supplier having D.G.S. & D. Rate Contract should attach necessary certificate with validity alongwith rate and specification for relevant items.

27. Supplier is required to give under taking to the effect that they have not supplied the Items quoted to any Govt./ Semi Govt. institution / organization at prices lower than the price being quoted. Further, in case of price going down in future, it will pass on the benefit to IGIMS, Patna.

Tenderer must submit a certificate that the quoted price is not higher than the MRP or market price of the same make of the quoted items.

28. The Institute if so desire may ask any tenderer to furnish their turn- over of the quoted items for previous two to three years with a list of users of those items

IMPORTANT

The procedures for rendering of bills are prescribed in clauses 7,8 and 9 above. It is essential that the bills should be in accordance with these clauses: -

1. The bills should be prepared in triplicate.
2. It should be accompanied by the Inspection Note to be obtained from the department concerned of the Institute.
3. The Bills should be pre-receipted and affixed with Revenue stamps, where necessary.
4. In bills B.S.T. / VAT registration number must be mentioned on each copy of the bill.
5. The bills should be supported by a certificate for Excise Duty as stated in the above clause.

29. **Postage and Freight:**

Where payable in terms of supply order and is claimed in the bills, the original receipt granted by the post office and/ or the Railways should be attached with the bill.

30. **Replacement:** Replacement of defective supplies shall be the responsibility of supplier at their on cost.

31. Special Clause may be added if necessary in the Supply Order.

32. If manufacturer shall submit their quotation directly and authorizes any local agent / distributor to supply and raise the invoice for payment on the rates quoted by them, after approval of the rate/quotation by the competent authority of the institute, their authorized agent/ distributors can supply the items and raise the bill for payment. However, responsibility shall be of manufacturer. A proper authorization certificate in favour of local agent / distributors is to be submitted by the manufacturer along with their bid.

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

CHAPTER – 3

SCHEDULE OF THE REQUIREMENTS AND OTHER DETAILS

Item Description

GROUP –“L” **EQUIPMENT FOR MEDICAL COLLAGE**

DEPARTMENT OF PHYSIOLOGY: **SPECIFICATION AND ALLIED TECHNICAL DETAILS**

Sl. No	NAME OF ITEM	
01	Table with marble or stainless steel tops 6'1"x2'x3" with one head lamp	
02	Table with marble tops or stainless steel Half standard size Drill machine Hand saw Band saw for sectioning body and limbs Stools, preferably metal Brain knife	
03	Mortuary cooler with arrangement to keep at least 08 bodies or suitable alternative arrangements storage tank to hold 10 cadavers, made of concrete with copper lid.	
04	Plastic tanks for storing soft and dissected parts	
05	Trolley Table (Steel, Light)	
06	Projectors including overhead projectors	
07	X-ray Viewing lobby	
08	Charts, Diagrams, Models, Slides etc.	As required
09	Dissecting instruments	As required
10	Meat cutting machine for thin body sections (trans and vertical) for gross anatomy sectional study	

HUMAN AND OTHER EXPERIMENTS:

: Sl. No.	Name of Item	
01	Microscopes, Oil immersion	
02	Demonstrations eye piece (single)	
03	Double Demonstration eye piece	
04	Metronome	
05	Wastergen's Pipettes for E.S.R. on stand (with space pipettes)	
06	Wintrobe's tube	
07	Pulse Oximeter	
08	Perimeter Priestly Smith S/LP.984 B & T	
09	Haemoglobinometer, Sahils or Hellige (with space)	
10	Haemoeytometers	
11	Sphygmomanometer	
12	Stethoscopes	
13	Stethoscopes, Demonstration with multiple ear pieces	
14	Polygraphs	
15	Venous Pressure apparatus	
16	Spirometer, Ordinary	
17	Benedict Reth App.	
18	Gas Analyzer- automatic for CO ₂ , O ₂ , N ₂ ,	
19	Basal metabolism apparatus	
20	Clinical thermometer	
21	Amphibian Experiment Sets (including Kymograph App., Myograph board with accessories, Tuning fork 100 Hz Dissecting instruments)	

22	Algometer	
23	Apparatus for passive movement	
24	Knee hammer	
25	Stethograph	
26	Bicycle ergometer	
27	Olfactometer	
28	Phakoscope	
29	Perimeters, with charts	
30	Colour perception lantern Edridge Green	
31	Newtons colour wheel	
32	Tuning forks to test hearing 32-10,000 cps (sets)	
33	Dynamometer	
34	Otorhinolaryngoscope	
35	Steriliser Electric	
36	Instrument trolley	
37	Stop watches	
38	Dummy Pelvis (Female)	
39	Dummy Foetus	
40	Full Dummy	
41	Disarticulated Bone	
42	Skelton Glass Cage	

43. Kymograph
44. Electric time marker 100/sec.
45. Tuning Fork, time marker 100/sec
46. Electrodes
47. X-Block
48. Burette clamp
49. Enamel
50. Brain upright with coarse and fine adjustment basin
51. Sprit lamp
52. Copper wire (Double Cotton covered)
53. Kymograph paper
54. Large Extension Kymographs brodie starling complet with respiration pump motor
time marker manometer
55. Operation table Volume recorders
56. Dale's bath for internal organs
57. Isolated organs bath for students, complete with lever
58. Animal Weighing machine for small and big animal (for each)
59. Mary's Tambour
60. Venus and artenal connula (different side each)
61. Smoking outfit with fume cupboard)
62. Anaesthesia box
63. Surgical instruments for operative procedures, syringes, pulleys
64. Perimeter (Priestly smith S/LP 984 B&T)
65. Van Slyko's apparatus manometric
66. Ergograph Mosses
67. Compass
68. Thermanaesthescometer
69. Algometer
70. Ophthalmoscope
71. Schematic eye
72. Phakoscope
- 73 museum almirahs
- 74 stock almirahs
- 75 storeroom rack
- 76 laboratory benches with cupboards & racks

- 77 sherrington starling kymograph patna(preferably electrically driven) myograph stand inductorium simple key short circulating key
- 78 pohlscommutator,vibrating interrupter,
- 79 muscle through muscle liver
- 80 muscle grip of femour clamp, hook & weight set,
- 81 hert liver
- 82 frog board for dissection
- 83 enamel tray\
- 84 frog board cork-lined with boss-head -36sets+6 spares
- 85 water and gas and electric points operation table etc. as necessary

DEPT. OF BIO CHEMISTRY:

- 01. Fume cupboards
- 02. Boiling water baths with lids having 8-12 holes
- 03. Autoclave electric
- 04. Balance Open Pan
- 05. Balance Open Pan'
- 06. Balance Semi micro
- 07. Balance micro
- 08. Vortex mixers
- 09. Urinometers
- 10. Constant Temperature bath
- 11. Ryles Tube
- 12. Incubator Electric with thermostat
- 13. Hot air oven
- 14. Magnetic Stirrer
- 15. Pump Vacuum
- 16. Calorimeters
- 17. Flame Photo meter
- 18. Thermometer 0-250 dc
- 19. Thermometer 0-110 dc
- 20. Cork Borer set
- 21. Chromatographic Chamber
- 22. Water Distillation plant (Metallic)
- 23. All Glass distillation apparatus
- 24. Dessicators large size
- 25. Dessicators small size
- 26. Centrifuge clinical for 12 tubes
- 27. pH meters
- 28. Microscope
- 29. Ultra violet (U. V.) Lamp
- 30. Tools for small workshop for glass blowing and mending
- 31. Bottle dispenser as
- 32. Samplers (Autopipettes) different volume range
- 33. Electrophoresis apparatus with power supply for paper page Agarose
- 34. Spectrophotometer
- 35. Glass ware as required by standard lab like pipettes, beakers and conical flask
- 36. Physiograph,3 channels complete with accessories.
- 37. Physiograph,single channels complete with accessories.
- 38. Centrifuge High speed with technometer.
- 39. Calorimeter, photoelectric.
- 40. Electronic Stimulator.

INSTRUMENTS FOR HISTOLOGY:

- 1. Microscopes,Monocular
- 2. Dissection microscope
- 3. Microtomes, Rotary
- 4. Microtomes, Sledge, Large Cutting
- 5. Cabinet for slides(1000)

6. Incubators
7. Paraffin embedding bath
8. Hot plates for flattening sections
9. Hot air cover for drying slides (45 c)
10. Balance analytical capacity 200 gm. And sensitivity 1/10 mg.
11. Balance Earanger capacity 6 kilos sensitivity 1/5 gm.
12. Distilled water still menesty type capacity gallon per hour.

INSTRUMENT FOR ANATOMY MUSEUM

1	Skeletons articulated
2	Bones (Dis-articulated) sets
3	Specimen jars
4	Embalming machines for cadfvers
5	Microscope- Monocular (student microscope) -Binocular Pent ahead with Trimodular head attachment & digital camera will all accessories. Projection microscope
6	Microscopes, Oil immersion
7	Stage Incubator
8	Demonstrations eye piece (single)
9	Double Demonstration eye piece
10	Micro tour
11	Westergen's Pipettes for E.S.R. on stand (with space pipettes)
12	Wintrobe's tube
13	Pulse Oximeter
14	Perimeter Priestly Smith S/LP.984 B & T
15	Haemoglobinometer, Sahils or Hellige (with space)
16	Haemoeytometers
17	Sphygmomanometer
18	Stethoscopes
19	Stethoscopes, Demonstration with multiple ear pieces
20	Polygraphs 3 channel computerized
21	Venous Pressure apparatus
22	Spirometer, Ordinary / computerized Spiro meter
23	Benedict Reth App.
24	Gas Analyzer- automatic for CO ₂ , O ₂ , N ₂ , /Automatic gas analyzer
25	Gas analyzer ; -appratus, Haldens student type.
26	Basal metabolism apparatus
27	Clinical thermometer
28	Amphibian Experiment Sets (including Kymograph App., Myograph board with accessories, Tunning fork 100 Hz Dissecting instruments)
29	Algometer
30	Apparatus for passive movement
31	Knee hammer
32	Stethograph
33	Bicycle ergometer
34	Olfactometer
35	Phakoscope
36	Perimeters, with charts
37	Colour perception lantern Edridge Green
38	Newtons colour wheel
39	Tuning forks to test hearing 32-10,000 cps (sets)
40	Dynamometer
41	Otorhimalaryngoscope
42	Steriliser Electric
43	Instrument trolley
44	Stop watches

45	Dummy Pelvis (Female)
46	Dummy Foetus
47	Full Dummy
48	Disarticulated Bone
49	Skelton Glass Cage
50	Kymograph
51	Electric time marker 100/sec.
52	Tuning Fork, time marker 100/sec
53	Electrodes
54	X-Block
55	Burette clamp
56	Enamelbowls brass Brain upright with coarse and fine adjustment basin
57	
58	Sprit lamp
59	Copper wire (Double Cotton covered)
60	Kymograph paper etc
61	Large Extension Kymographs brodie starling complet with respiration pump motor time marker manometer etc.
62	Operation table Volume recorders
63	Dale's bath for internal organs
64	Isolated organs bath for students, complete with lever
65	Animal Weighing machine for small and big animal (for each)
66	Mary's Tambour
67	Venus and artenal connula (different size each)
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