

**GOVT OF NCT OF DELHI  
OFFICE OF THE MEDICAL SUPERINTENDENT  
ARUNA ASAF ALI GOVT HOSPITAL  
5, RAJPUR ROAD, DELHI-110054**

**LIMITED TENDER ENQUIRY  
FOR COMPREHENSIVE MAINTENANCE CONTRACT FOR AUTOCLAVES IN  
AAAGH**

EMD in form of FDR/DD : NIL

Start date of issue of Tender : 30.06.2016

Last date for submission of Tender : 12.07.2016 Upto 2.00P.M.

Tender opening date & Time : 12.07.2016 at 3.00P.M.

Tender opening Venue : Room No.101, Medical Superintendent, AAAGH, 5-Rajpur Road, Delhi-54

**Sealed quotations are invited for CMC of autoclaves in AAAGH**

The tender forms with detailed Terms and Conditions shall be available on Delhi Govt. website at [https://delhi.gov.in/wps/wcm/connect/doi/aruna/aruna\\_hospital/home/tenders](https://delhi.gov.in/wps/wcm/connect/doi/aruna/aruna_hospital/home/tenders) and <http://delhi.gov.in/wps/wcm/connect/doi/Delhi+Govt/Delhi+Home/Tenders> . The same can be downloaded from the website free of cost. Firms may contact the office of Repair & maintenance officer for additional information/any clarification. In case, any holiday is declared by the Government on the day of opening of the Tender/Bids, the same will be opened on the next working day at the same time. Corrigendum if any in R/O this tender shall only be uploaded at the above website and will not be advertised in newspapers, the bidders are therefore advised to keep themselves updated regarding any corrigendum.

The tender form, completed in all aspects duly signed by Bidder/ Authorized person with stamp of the firm on each page should be put in tender box placed in the Room No. 102, AAAGH, 5-Rajpur Road, Delhi-54 before 12.07.2016 Upto 2.00 P.M., Late bids will not be accepted. Bids will be opened on 12.07.2016 at 3.00 P.M. by tender opening committee in the Room of Medical Superintendent, AAAGH, 5-Rajpur Road, Delhi-54 in the presence of bidders or their authorized representatives who may wish to be present on that day & time.

The M.S., AAAGH, 5-Rajpur Road, Delhi-54, reserves the right to accept or reject the tender without assigning any reason thereof.

**Dr. S.K. Bansal  
Medical Superintendent  
Aruna Asaf Ali Govt. Hospital**

## **GENERAL TERMS AND CONDITIONS OF NOTICE INVITING TENDER**

The following terms and conditions may be read carefully and complied with before submitting the tender/response to the proposal. These terms and conditions will not be modified except by a written addendum/corrigendum issued online only, by the Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi. No provision hereof shall be deemed waived until and unless such waiver is issued in writing and signed by Medical Superintendent. If any term and/or condition of this document are held invalid, the remaining document shall continue to be in full force and effect.

1. Bidding firm should not be black-listed/debarred by any government institution in the last 3 years. Such tenders shall be rejected.
2. The Self attested copy of TIN (Tax Invoice Number) should be provided, if applicable.
3. The Self attested copy of VAT/ Sales Tax Registration should be provided, if applicable.
4. If any information/documents furnished by Bidder are found to be incorrect/fake/forged at any time, the proposal/contract will be terminated without any notice and the Security Deposit/EMD will be forfeited.
5. In case the bidder fails to commence/execute the work as stipulated in the tender document or in the event of non-commencement or unsatisfactory performance; or if there is a breach of any terms and condition of the contract, Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi, reserves the right to withhold the payment and forfeit the security deposit as required.
6. Bidder will be abiding by all the terms & conditions of tender document.
7. **EXCLUSIVE RIGHT:** Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi has the full and exclusive right to accept or reject any of the proposals without assigning any reasons.

### **VALIDITY OF THE CONTRACT**

The period of contract shall be for a **period of one year** from the date of start of contract. However, the contract may be extended for a further period of two year on satisfactory performance of work and terms & condition.

### **PERFORMANCE SECURITY**

1. Successful tenderer has to submit a Performance Security in the form of Fixed Deposit Receipt (FDR) @10% of the total value within 02 working days. After receiving the performance security from the successful tenderer, the work order will be issued.
2. The validity period of Performance Security deposit should be for a period of 1 & ½ years or the period for contract whichever is later.
3. Performance Security will be discharged after satisfactory completion of the contract.

**DR. S.K. BANSAL**  
**MEDICAL SUPERINTENDENT**  
**Aruna Asaf Ali Government Hospital, Delhi.**

## **SPECIAL TERMS AND CONDITIONS**

Sealed quotations are invited for CMC (including spares) of following equipments on “**as is where is**” basis

SN	Name of the item	Make/model	S.N.	Purchase year	location
1	Autoclave	Surgicoin Model SS 701430	55/A/12	01/2012	CSSD
2	Autoclave	Yorco	6C-177	04/2006	CSSD
3	Autoclave	Yorco	6C-178	04/2006	Main OT

1. Quotation should be submitted separately for each machine in sealed envelope. Quotation should be exclusive of VAT & other taxes if any.
2. Quotation should accompany service report with details of repair ,if any, required. List of the parts to be replaced if any with guarantee period, and any other documents deemed fit by the agency .
3. The Machines may be inspected on any working day between 10 am to 4 pm and on Saturdays between 10 am to 1 pm with prior intimation to the hospital on any of the following contact number .011-23965532, 9560593065 & 9560593123.
4. No payment shall be made to the agency for inspection the Autoclave Machines.
5. The quotation complete in all respect should reach the hospital (Room No 101) on or before 12/07/2016 by 2 pm.
6. Quotation shall be opened same day at 3 pm.
7. Terms of CMC are enclosed (Annexure-I).
8. Participation in bid shall be considered as acceptance of Terms & Condition of AMC /CMC.

## **PROCEDURE OF SUBMITTING TENDER DOCUMENT**

Tenderers should strictly follow the instructions given below:

1. The tender is required to be prepared in one sealed envelope super-scribed with **LTE for CMC of autoclaves in AAAGH**, Date of Opening, Name and Address of the Tenderer, containing two sealed envelopes i.e. One for Technical Bid & second for Price Bid.
2. **TECHNICAL BID**: The envelop should be super-scribed as “Technical Bid” for **LTE for Printer Cartridges/ Toner in AAAGH** and should contain –
  - a. Identity Proof of Proprietor/ Authorized firm
  - b. Authorization certificate of the company.
  - c. 2 yrs. Performance certificate in last 3 yrs. (March 2014-15, March 2015-16 & March 2013-14) about similar type of autoclave machines already being maintained by them.
  - d. PAN No. to be quoted along with copy of supporting document.
  - e. Income Tax return for the F.Y. 2014-15 & 2013-14.
  - f. TIN No. to be quoted along with copy of supporting document , if any (Self attested copy of TIN must be enclosed)
  - g. VAT/ Sales Tax Registration Number, if any (Self attested copy of VAT/ Sales Tax Registration must be enclosed).
  - h. Duly signed Undertaking as per Annexure-I.
  - i. Address proof of registered office in Delhi.
3. **PRIC BID** : The envelop should be super-scribed as “Price Bid” for **LTE for CMC of autoclaves in AAAGH** and should contain:
  - a. Duly filled prescribed schedule as per Annexure-III, to quote the rates and it must be signed by the tenderer with stamp of the agency, otherwise the tender will liable to be rejected.
  - b. Conditional Price Bid will be rejected.

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**General Terms and Conditions of CMC**

1. One bidder shall submit only one tender either by himself or as a partner; otherwise the tenders are liable to be rejected. The bid should not be conditional.
2. The firm will take over Equipments on “**as is where is**” basis and restore it to normal by carrying out repairs and replacements if necessary.
3. The Equipments to be taken under CMC may be inspected on any working day from 10 AM to 3 PM from 30/06/2016 till 12/07/2016 with prior intimation to hospital.
4. The rates quoted should be inclusive of repair charges, charges for replacement of defective parts, maintenance, calibration, transportation charges & visiting charges, exclusive of VAT only. The price quoted should be “**as is where is**” basis. No extra charge shall be paid for repair of present fault, if any.
5. Contract will be valid for a period of one year from the date of award of work, however it can be further extended up-to two years on mutual consent and satisfactory performance of the agency.
6. Agency should have at least two consecutive year of experience of Regular contract for maintenance of autoclave equipments in last three years in a Central/State Govt. Hospital. Experience certificate of satisfactory performance issued from appropriate authority should be attached with the bid.
7. The agency engineers will make quarterly visit for preventive maintenance and unlimited as and when required breakdown calls.
8. It will be imperative for the company to do the repair within 48 hours from the time of information received by the company by any means of communication including telephone.
9. If the equipment is not made functional within 48 hours without valid reason (which shall be decided by the medical superintendent), the hospital shall get the equipment repaired from open market and the cost of the repair/spare parts along with a penalty of 10% of the cost of contract fee shall be deducted.
10. If the equipment under the maintenance contract is not working satisfactorily for more than one week, from the date of its repair, the amount of the contract fee for proportionate period will be deducted from the quarterly contract fee besides any other administrative action including termination of contract.
11. Payment of contract fee will released once in a quarter only after submission of bill in triplicate along with satisfactory performance certificate of each quarter of each equipment after completion of such period, duly signed by the In-charge concerned Department.
12. The spare parts required as replacement should be compatible with the equipment and of standard quality.

13. If there is a resultant damage to the equipment due to faulty repair work or use of inferior quality spares, the agency will replace/provide new equipment at its own cost.
14. The CMC shall be awarded to the successful bidders only after the present contract for the equipment if any, expires.
15. In the event of any breach/violation or contravention of any terms, and conditions contained therein by the contractor, all payments due to the agency shall be withheld.
16. MS has right to cancel the tender without assigning any reason at any stage.
17. In case any dispute or difference, the award of the Arbitrator appointed by the Lt. Governor of Delhi will be final and binding on both parties and the court at Delhi/New Delhi shall only have the jurisdiction over the same.

I undertake to abide by all terms and conditions

**Name and stamp of the Bidder**

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**UNDERTAKING**

I have read all the term and conditions laid down in tender documents and I will abide by them. In future also, if any directions will be given by the M.S., AAAGH, will be followed and is further added that no criminal case is pending against me and my firm had not black listed from any Government/ Semi-Government Organization. I will be fully responsible for the quality of the items supplied/ service provided by me.

Signature of Authorized Signatory: \_\_\_\_\_

Name : \_\_\_\_\_

Address : \_\_\_\_\_

Telephone No : \_\_\_\_\_

Fax Number : \_\_\_\_\_

E-Mail : \_\_\_\_\_

Date : \_\_\_\_\_

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**PRICE BID**

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AAAGH**

SN	Name of the item	Make/model	Serial Number	location	Rate (In Rs.) of CMC (including repairs, if any) for One Year excluding all taxes
1	Autoclave	Surgicoin Model SS 701430	55/A/12	CSSD	
2	Autoclave	Yorco	6C-177	CSSD	
3	Autoclave	Yorco	6C-178	Main OT	

Signature of Authorized Tenderer : \_\_\_\_\_

Name of Authorized Tenderer : \_\_\_\_\_

Name & Address of Firm: \_\_\_\_\_

Telephone No. : \_\_\_\_\_