

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

LIMITED TENDER ENQUIRY

**FOR REPAIR & COMPREHENSIVE MAINTENANCE CONTRACT FOR PHARMACEUTICAL
REFRIGERATORS IN AAAGH**

EMD in form of FDR/DD : Rs 5,000/-

Start date of issue of Tender : 11/08/2016

Last date for submission of Tender : 20/08/2016 Upto 2.00P.M.

Tender opening date &Time : 20/08/2016 at 3.00P.M.

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

**Sealed quotations are invited for Repair and CMC of pharmaceutical
refrigerators 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/doit_aruna/aruna_hospital/home/tenders and <http://delhi.gov.in/wps/wcm/connect/doit/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 20/08/2016 Upto 2.00 P.M., Late bids will not be accepted. Bids will be opened on 20/08/2016 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 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) must be provided.
3. The bidder will have to deposit earnest money as per the LTE along with Annexures II & III in physical form well within the tender submission date and time. FDR/DD should be in favour of Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi (valid for 90 days from the time of submission of the bid). Proposal without FDR/DD will be rejected.
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 one 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 03 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 27 months .
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	Location	Qty
1	Pharmaceutical Refrigerators	Norcool S-30 White	Medical/Surgical Store	6
			Poor House	1
			Injection Room	1
			Lab	1
			Total	9

1. Quotation should be submitted as per annexure III for all the equipment in a 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, +91-9560593065, +91- 9560593054.
4. No payment shall be made to the agency for inspection of the Refrigerator.
5. The quotation complete in all respect should reach the hospital (Room No 101) on or before 20/08/2016 upto 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 Repair and CMC of pharmaceutical refrigerators 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 Repair and CMC of Pharmaceutical Fridge** and should contain –
 - a. EMD of Rs 5000/- in the form of FDR/DD.
 - b. Copy of Identity Proof of Proprietor/Authorized Person of the firm.
 - c. Copy of Performance certificate for two years in last 3 yrs. (2013-14 & 2015-16) about similar type of equipment already being maintained. (Performance certificate is required not work order).
 - d. Copy of PAN No. of company/proprietor.
 - e. Copy of proof of filing of Income Tax return for the Financial Year 2014-15 & 2013-14.
 - f. Copy of TIN No. to be submitted.
 - g. Copy of Service tax account number.
 - h. Copy of Duly signed Undertaking as per Annexure-II.
 - i. Copy of Address proof of registered office in Delhi.
3. **PRICE BID** : The envelop should be super-scribed as “Price Bid” for **LTE for Repair and CMC of pharmaceutical refrigerators 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 11/082016 till 20/08/2016 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 one year on mutual consent and satisfactory performance of the agency.
6. Agency should have at least two years of experience of Regular contract for maintenance of hospital refrigerator 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. 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.
15. MS has right to cancel the tender without assigning any reason at any stage.
16. 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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FOR COMPREHENSIVE MAINTENANCE CONTRACT FOR REFRIGERATOR IN AAAGH

S. No.	Name of Item	Make/Model	Location	Quantity	Price bid in Rs. for CMC for one year including repairs , if any
1.	Refrigerator	Norcool S-30 White	Medical/Surgical Store	6	
			Poor House	1	
			Injection Room	1	
			Lab	1	

Signature of Authorized Tenderer : _____

Name of Authorized Tenderer : _____

Name & Address of Firm: _____

Telephone No. : _____