

Rate Contract

For

**Supply of Chemicals, Reagents, Glassware, Plasticware,
Vacuum Tubes, Filter Paper & other Laboratory Consumables**

at

**All India Institute of Medical Sciences (AIIMS),
Jodhpur**

NIT No.	: Admin/RC/05/2016-AIIMS.JDH
NIT Issue Date	: 04th July, 2016
Last Date of Submission	: 18th August, 2016
Pre-Bid Meeting	: 18th July, 2016



All India Institute of Medical Sciences, Jodhpur

Basni Phase – II, Jodhpur – 342 005, Rajasthan

Phone: 0291-2012984, Email: aoadmin@aiimsjodhpur.edu.in

Website: <http://www.aiimsjodhpur.edu.in>

Chapter I- Instruction to bidders

Notice Inviting Bids

Subject: - **Procurement of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper & other Laboratory Consumables for financial year 2016-17.**

All India Institute of Medical Sciences (AIIMS), Jodhpur, Rajasthan, an apex healthcare Institute being established by Parliament of India under aegis of Ministry of Health & Family Welfare, Government of India, invites sealed bids for purchase of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper & other Laboratory Consumables of enlisted brands only as mentioned in "**Chapter - V**" from its manufacturer/authorized dealer, for financial year 2016-17. The estimated yearly consumption of the Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper & other Laboratory Consumables is expected around **Rs. 1 Crore**. Interested parties may send their tender in sealed cover addressed to the Administrative Officer, **All India Institute of Medical Sciences, Basni Phase - II, Jodhpur** superscripted with the words "**Rate Contract for Supply of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper & other Laboratory Consumables**" and complete in all respects should be dropped in the tender box up to **3:00 pm on 18th August, 2016**. The Quotations will be opened on the same day at 03:30 PM at Conference Hall, Medical College, All India Institute of Medical Sciences, Jodhpur. The tenders received after the scheduled date and time will be rejected out-rightly.

2. The tender is in two - bid system i.e. Technical & Financial contains specification; and allied Technical details and the Price Schedule detailed in "**Chapter VI**". The technical bid will be opened on the designated date by the Purchase Committee. The financial bid containing the rate of various items will be opened on a suitable date, to be intimate later by the Purchase Committee in respect of those who qualify the terms and conditions of the technical bid.
3. The technical bid and the financial bid should be sealed by the bidder in separate covers super-scribed "**Technical bid for Supply of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper & other Laboratory Consumables**" and "**Financial Bid for supply of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper & other Laboratory Consumables**". Both Sealed Envelopes should be kept in a main/ bigger envelope super-scribed as "**Rate Contract for Supply of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper & other Laboratory Consumables**". The "Technical Bid" will be analyzed and 'Financial Bid' of only those firms who are found eligible in 'Technical Bid' will be opened in due course and the eligible firms would be intimated there of accordingly.

Schedule of Tender

Last date and time of receipt of tender	:	18 th August, 2016 at 03:00 PM
Amount of Earnest Money Deposit	:	Rs. 25,000/-
Date & time of opening of Tender Venue	:	18 th August, 2016 at 03:30 PM at Conference Hall, Medical College, AIIMS, Basni Phase-II, Jodhpur-342005.
Pre Bid Meeting	:	18 th July, 2016 at 03:00 PM at Conference Hall, Medical College, AIIMS, Basni Phase – II, Jodhpur

4. Tender document may be downloaded from this Institute's official website "<http://www.aiimsjodhpur.edu.in>".
5. The Parties interested for any clarification, kindly visit AIIMS Jodhpur in person by **18th July, 2016 at 03:00 PM** in **Pre Bid Meeting**.

Administrative Officer

Chapter-II- Conditions of Contract

General Terms and Conditions

Subject: - **Notice inviting bids for rate contract for Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper and other Laboratory Consumables for All India Institute of Medical Sciences, Jodhpur**

1. Parties :

The parties to the contract are the contractor (the tenderer to whom the work have been awarded) and the AIIMS through Administrative Officer, All India Institute of Medical Sciences, Jodhpur for and on behalf of the Director, AIIMS, Jodhpur.

2. Earnest Money:

Earnest money by means of a Bank Demand Draft of **Rs 25,000/- (Rs. Twenty Five Thousand only)** may be enclosed with the quotation (Technical Bid). It is also clarified that the quotations received without earnest money will be summarily rejected. The DD may be prepared in the name of "**All India Institute of Medical Sciences, Jodhpur**".

- a) No request for transfer of any pervious deposit of earnest money or security deposit or payment of any pending bill held by the institute in respect of any previous work will be entertained.
- b) Tender shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited to the AIIMS.
- c) The Tenders without Earnest Money will be summarily rejected.
- d) The firms who are registered with National Small Industries Corporation (NSIC) / OR Small Scale Industrial (SSI) are exempted to submit the EMD (copy of registration must be provide along with)
- e) No Claim shall lie against the AIIMS in respect of erosion in the value or interest on the amount of EMD.
- f) The EMD, in case of successful bidders shall be returned after submission of performance security and in case of unsuccessful Bidders shall be retained by the Purchaser, upto a maximum period of 6 months from the date of opening of the Bids or till the finalization of the tender, whichever is later. The bid security shall be refunded to the unsuccessful tenderers on written request. No interest will be payable by the AIIMS authorities on the EMD.
- g) In case the tenderer withdraws, modifies or change his offer during the contract period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof.

3. Tender Fee:

Tender fee will be Non-refundable amount of Rupees One thousand (Rs. 1000/-) only and the tenderer shall deposit a separate Bank Draft in favor of "**All India Institute of Medical Sciences, Jodhpur**" along-with tender Document (Technical Bid). **The tenders submitted without tender cost shall liable to be rejected summarily.**

4. Proposal for rate contract may be submitted in the prescribed format and all columns may be filled up. Incomplete proposals and tenders received after due date shall not be entertained. The Institute

shall not be responsible for any postal delay and delay in receipt of the offer. Any bids received by the Institute which does not fulfill the desired terms and conditions shall be rejected outrightly and no communication in this regard shall be sent. Delayed / Late Bids will not be accepted, at any circumstances.

5. Quotations qualified by such vague and indefinite expression such as "Subject to prior confirmation", "Subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly. Any conditional tender shall be rejected summarily.
6. The Manufacturers (OEMs) / principals offering for the Rate Contract may furnish the name and address of their local authorized distributor / dealer, so that the copies of orders can be endorsed to them for expeditious supply. In such cases where local dealers / stockiest has been nominated by the principal, the bills raised by them against our purchase order will be accepted.
7. Any addition and deletion of authorized dealership / distributorship shall be intimated to the undersigned immediately on authorization of a new party.
8. At any time prior to date of submission of tender, Tender Inviting Authority may, for any reason or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website of AIIMS Jodhpur (<http://www.aiimsjodhpur.edu.in>). In order to provide reasonable time to take the amendment into account in preparing their bid, Tender Inviting Authority may or may not, at his discretion, extend the date and time for submission of tenders.
9. Printed & bound price list for 2016-17 (Both hard copy and soft copy) duly signed & certified by authorized signatory must accompany the tender. Photocopy of the price list and price list in spiral binding will not be accepted. The price list which is in CD may be downloaded and a copy may be supplied to this office duly signed and sealed by authorized signatory.
10. The bidders are required to mention tax rate applicable on each category otherwise rates will be treated as inclusive of all taxes.
11. An undertaking may be given that the price list being furnished with the proposal will remain valid for the current rate contract irrespective of validity period.
12. Trade discount along with certificate certifying that higher discount is not given to any other Department/Organization/Institution than offered should be enclosed with Financial Bid.
13. In case of discrepancy between unit price & total price, the unit price shall prevail.
14. The percentage of discount quoted by each firm in tenders be given both in words and figures failing which the same is liable to be rejected. Tenderer is at liberty to be present or to authorize a representative to be present at the time of opening of the tenders.

15. In case the price list for the previous year 2015-16 is still valid for the entire period of rate contract for the year 2016-17 a certificate to this effect may please be furnished duly signed by the authorized signatory.
16. A Certificate to be given by the tenderer that the price list supplied is the only one in circulation.
17. Where contract (RC) for supply of equipment's, goods, etc. imported (Subject to custom duty and foreign exchange variations) and/or locally manufactured (Subject to excise duty and other duties & taxes), the percentage of price should be specifically stated along with the selling rates of foreign exchange element taken into account in the calculation of the price list of the imported items.
18. In case of supply of goods made through valid authorized dealer, their name & mail address may be declared / indicated in the tender.
19. Authorization certificate in respect of foreign firms duly self-attested and showing validity period may be submitted.
20. Enlistment under Rate Contract with this Institute does not ensure business of any quantum, whatsoever. Any deviation from the Terms & Conditions mentioned above will imply disqualification for the firm.

21. DOCUMENTS COMPRISING THE BID:

The bids prepared by the bidder shall comprise of (1) Technical Bid and (2) Financial Bid:

Technical Bid: - To qualify in the Technical Bid the firm should have the minimum eligibility criteria as under and the firm in this regard must submit the following documents in support of their eligibility criteria: -

- (a) Valid registration certificate of the firm of the Govt./State Govt.
- (b) Duly filled format of Technical Bid as per Chapter – IV.
- (c) Copy of constitution or legal status of the bidder manufacturer / Sole proprietorship / firm / agency etc.
- (d) Price list of the items from the Principal.
- (e) Manufacturer Authorization Certificate from the principal must be attached by Local Authorized Dealer.
- (f) PAN number with document
- (g) VAT/CST with document
- (h) The bidder shall be a Manufacturer / Distributors / Suppliers / Agents.
- (i) **Financial Status:** - The average annual turnover from similar jobs, of the quoting firm should not be less than **1 crores** in the **last three consecutive years**. Copies of profit & loss account and balance sheets duly authenticate by a Chartered Accountant for the last three years should be enclosed.
- (j) The technical bid should be accompanied by Demand draft of **Rs. 1000/- (non-refundable) against tender fee** and Demand Draft of **Rs. 25,000/- (Rupees Twenty Five Thousand only) for EMD**.
- (k) Copy of Income Tax Return Acknowledgement for last Three years.

- (l) Copy of PAN Card / Service Tax Registration.
- (m) Copy of Sales tax / VAT registration certificate.
- (n) Registration with Excise Department, Govt. of India. The industries situated in excise free zones will be exempted from registration provided they produce the copy of appropriate notification.
- (o) Details of clients where similar services are presently provided by the tenderer separately for govt. and private clients.
- (p) The bidder must have adequate experience of execution of similar work in Govt. offices / PSUs / Autonomous Bodies and other similar organizations. Necessary supporting documents like work orders, work completion certificate, payment certificate etc. for last three years to this effect must be submitted along with the offer.
- (q) The concerned firm/company whose product has been declared as of spurious or adulterated quality and any criminal cases is filled and is pending in any court shall not be eligible to participate in the bidding process. Convicted firms/company shall also not be eligible to participate in the bid. Similarly, blacklisted / banned / debarred firms / company by any central / state govt. or its organization or autonomous bodies or central drug procurement agency is not eligible to participate in the bid.
- (r) Brochure, original technical catalogue with detailed specification and picture of the product offered, if relevant.

Financial Bid: The financial bid shall contain:

- (a) Price Bid Form [As per Chapter - VII] – Price must be quoted as per format specified, failing which tender shall be summarily rejected.

22. Signing of Tender :

Individual signing the tender or other documents connected with contract must specify whether he sign as:

- (a) A sole proprietor of the concern or constituted attorney of such sole proprietor;
- (b) A partner of the firm, if it is a partnership firm in which case he must have authority to execute the contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
- (c) Director or a principal officer duly authorized by the Board of Directors of the Company, if it is a company.

23. A person signing the tender form or any document forming part of the tender on behalf of another person should have an authority to bind such other person and if, on enquiry it appears that the person so signing had no authority to do so, AIIMS, Jodhpur may without prejudice, cancel the contract and hold the signatory liable for all costs, consequences and damages under the civil and criminal remedies available.

24. The tenderer should sign and affix his firm's stamp at each page of the tender and all its annexure as the acceptance of the offer made by tenderer will be deemed as a contract and no separate formal contract will be drawn. **NO PAGE SHOULD BE REMOVED/ DETACHED FROM THIS NOTICE INVITING TENDER.**

25. Opening of Tender:

The tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending the opening of the tender on behalf of the tender should bring with him a letter of authority from the tenderer and proof of identification.

26. Right of acceptance:

The AIIMS, Jodhpur reserve the right to accepting the whole or any part or portion of the bid; and the bidder shall provide the same at the rates quoted. The AIIMS Jodhpur reserve the right to reject any or all tenders / quotations or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained.

27. Delivery:

Delivery of goods shall be made by the supplier within 30 days of placing of purchase order, however, in case of emergent requirement he has to supply the required quantity of goods within 1 weeks of placing of order also. In few cases the items are to be delivered at a very short notice i.e. within 24 hours.

28. Liquidated Damages

Supply of material will have to be completed within 30 days or period mentioned in the purchased order. The liquidated damages charges @ 0.5% per week of the value of that part of the goods that, as a consequence of the delay, shall be imposed if supply made after expiry of delivery period subject to maximum 10% of the total value of goods/contract value. Quantum of liquidated damages assessed and levied by the purchaser shall be final and not challengeable by the supplier.

29. Risk Purchase

If successful tenderer fails to supply material within the stipulated delivery date or material supplied other than specification specified in our NIT, AIIMS Jodhpur reserves the right procure same or equivalent material from alternative sources at the vendor's risk, responsibility and cost. Any extra cost incurred in the procurement of the material from alternative source will be recovered from the Security Deposit / Bank Guarantee and Pending Bills and if the value of the materials under risk purchase exceeds, the amount of Security Deposit and / or Bank Guarantee and Pending Bills, the same may be recovered if necessary by due legal process.

30. The Payment clause:

The bill in triplicate may be sent to this office for settlement after satisfactorily delivery of the material. The bill should have full particulars of the items(s).

No payment shall be made in advance nor shall the loan from any bank or financial institutions be recommended on the basis of the order of award of work.

The contractor shall submit the bill only after supply of the material to the satisfaction of the AIIMS Jodhpur, on receipt of a pre-receipted bill invoice from the Contractor the case of issuing sanction and passing of bill for payment will be initiated. No payment will be made for goods rejected.

31. Performance Security:

The successful tenderer will be required to furnish a Performance Security Deposit an amount of **Rs. 50,000/-** after receiving of award of contract in the form of **Fixed Deposit Receipt or Bank Guarantee**

from any Nationalized Bank duly pledged in the name of the "All India Institute of Medical Sciences, Jodhpur" which shall be kept valid for a period of 60 days beyond completion of all the contractual obligations. In the event of non-deposition of the same the earnest money will be forfeited.

The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract. Performance Security will be discharged after completion of contractor's performance obligations under the contract.

32. No interest on security deposit and earnest money deposit shall be paid by the Institute to the tenderer.

33. Breach of Terms and Conditions:

In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by AIIMS, Jodhpur in that event the security deposit shall also stands forfeited.

34. Subletting of Work:

The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing of AIIMS, Jodhpur, which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one tenderer.

35. Arbitration:

If any conflict or difference arises concerning this agreement, its interpretation on payment to the made there-under, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, either of the parties may make a request to the other party for submission of the dispute for decision by an Arbitral Tribunal containing Sole Arbitrator to be appointed by the Director, AIIMS Jodhpur. Such requests shall be accompanied with a panel of names of three persons to act as the sole arbitrator. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The provision of Arbitration and Conciliation Act, 1990 and the rule framed there under and in force shall be applicable to such proceedings.

36. Legal Jurisdiction:

The agreement shall be deemed to have been concluded in Jodhpur, Rajasthan and all obligations hereunder shall be deemed to be located at Jodhpur, Rajasthan and Court within Jodhpur, Rajasthan will have Jurisdiction to the exclusion of other courts.

37. Periodicity/ Duration of Tender:

The tender is initially for financial year 2016-17 and may be extended till new Rate Contract gets final, if required.

Chapter - III
Other terms & conditions of the Contract

1. The successful firm will be required to do the work / job for financial year 2016-17 from the date of award the contract. AIIMS, Jodhpur shall, however, reserve the right to terminate the contract at any time without assigning any reason.
2. The items will have to be supplied at AIIMS, Jodhpur. No transportation/ cartage charges will be provided for the same.
3. The firm may supply the required items as per unit price mentioned in the price list.
4. The articles should be securely packed to avoid damages etc. in transit.
5. All India Institute of Medical Sciences (AIIMS), Jodhpur shall be the sole authority to cancel or amend the order, as per requirement, and also to place order for supply of item beyond office hours/holidays/place of supply for which, no additional payment shall be made.
6. In case a proposal is accepted the supplier/principal will have to sign an agreement deed with us on a non-judicial stamp of appropriate value while entering into rate contract.
7. The firm should have availability of a responsible person on call on all working days between 09:00 Hrs to 18.00 Hrs.
8. The material shall be delivered at the AIIMS, Jodhpur with remaining shelf-life of at least 75% of the stipulated total shelf-life from the date of manufacturing of that product.
9. Order shall be issued for tentative annual requirement on actual need basis. Bills in triplicate for the items supplied by the selected firm(s), should be raised for payment. Payment shall be released after it is ensured that the items/quantity and quality of items supplied are to the entire satisfaction of this office and accepted. If any item is found to be defective, or not of the desired quality, the same shall be replaced immediately, for which no extra payment shall be made by AIIMS, Jodhpur.
10. The selected tendering Firm/Agency/Company shall also provide the name and mobile number of a key person, who can be contacted at any time, even beyond the office hours on holidays. The person should be capable of taking orders and making arrangement for supply of the desired items even on short notice to AIIMS, Jodhpur.
11. In case the quality of goods supplied are not in conformity with the standard given in tender or the supplies are found defective at any stage these goods shall immediately will be taken back by the supplier and will be replaced with the tender quality goods, without any delay. The Purchase Committee reserves all right to reject the goods if the same are not found in accordance with the required description / specifications and liquidates damages shall be charged.

12. Each page of the Tender Notice to be signed and stamped by the bidder in token of having accepted the same.
13. **Discount:** The Discount which will be offered by the manufacturer/authorized distributors on the manufacturer's price list for the year 2016-17 may be mentioned. Firms must offer a flat discount rate on all items instead of separate discount on different items like culture media, chemicals etc.
14. **Sale Tax/VAT:** The rate of Sale Tax/VAT should be mentioned clearly.
15. **Authorization Letter:** Authorization letter from the manufacturer for the current financial year should be submitted along-with quotation, failing which quotation will not be considered.
16. The AIIMS, Jodhpur reserves the right to place an order for supply of any items mentioned in the Financial Bid or otherwise, to any other firm(s) in emergency/unavoidable situation.
17. **Disclaimer:**
The near relatives of employees of AIIMS, Jodhpur are prohibited from participation in this tender. The near relative for this purpose are defined as:
- (a) Members of a Hindu undivided Family.
 - (b) Their spouses
 - (c) The one related to the other in the manner as father, son(s), Son's wife (daughter-in-law), daughter(s) and daughter's husband (sons-in-law) brother (s) and brother's wife, sister(s) and sister's husband, brother(s)-in-law.

Special Conditions:

- (a) Freight, insurance charges, if any will be borne by the supplier, Similarly shortage, pilferage in transit will be sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the purchaser for resupply. The defective supply will have to be replaced by the supplier within 10 days without additional freight / transport charge.
- (b) VAT and other Govt. levies will be paid extra as applicable by the supplier.
- (c) Delivery of goods will be taken at the risk and cost of the supplier and on F.O.R. basis to the Institute from railway / road transport.
- (d) Payment of the bill will be made preferably after receipt of the goods in satisfactory condition.
- (e) No revision in rate (on higher side) will be accepted during contract period.
- (f) Order will be placed as per requirement, irrespective of value of the order.
- (g) Supply should be made in full against the order and shortage will be procured from other supplier on the risk and cost of the original supplier.
- (h) Supply should be made from the latest batch of production with maximum life period & original packing.
- (i) While submitting the tender document, the tenderer should sign on each page of the tender document.
- (j) The tenderer should enclose a signed copy of the terms & conditions stipulated for award of the contract, conveying his acceptance of the same.

Inspection:

- (a) AIIMS, Jodhpur shall have the right to inspect and/or to test the goods to confirm their conformity to the NIT Specifications at no extra cost to the AIIMS, Jodhpur.
- (b) AIIMS, Jodhpur right to inspect, test and, where necessary, reject the Goods after the goods arrival at the final destination shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by AIIMS, Jodhpur prior to the goods shipment.
- (c) The Director, AIIMS Jodhpur shall be the final authority to reject full or any part of the supply which is not confirming to the specification and other terms and conditions.
- (d) No payment shall be made for rejected Stores. Rejected items must be removed by the Bidders within two (02) weeks of the date of rejection at their own cost and replaced immediately. In case these are not removed, these will be auctioned at the risk and responsibility of the suppliers without any further notice.

Administrative Officer

Chapter - IV Contract Form

TENDER FORM - 1 - TECHNICAL INFORMATION AND UNDERTAKING.

(Tenderer may use separate sheet wherever required)

S.No.	Details of the Firm / Bidder	Page No.	Remarks
1.	Name & Address of the Manufacturer/Authorized Distributor		
2.	Whether the Firm is located in Jodhpur (Rajasthan). (Yes/No)		
3.	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
4.	Details of the Earnest Money Deposit (EMD) (Yes/No) DD No.: Dated: Drawn on Bank: Amount: (Rupees.....)		
5.	Details of the cost of the Tender documents (Yes/No) DD No.: Dated: Drawn on Bank: Amount: (Rupees.....)		
6.	Copy of Registration of firm		
7.	Copy of VAT/CST/ST Registration		
8.	Copy of PAN/TAN Card		
9.	Authorization certificate from the manufacturer/principal		
10.	Authorization certificate for Distributors/Dealer		
11.	Certificate for No Deviation		
12.	Certificate for Price Justification		
13.	Non Blacklisting Certificate		
14.	Copy of Income Tax Return for last 3 years		
15.	Whether each page of NIT and its annexure have been signed and stamped		
16.	List of Major Customer may be given on a separate sheet and proof of satisfactory supply, if any		
17.	Drug License (If applicable on any item given in technical bid)		
18.	Quality Assurance Certificate (Please specify)		
19.	List of quoted companies and category as mentioned in Chapter - V		
19.	Have you previously supplied these items to any government / private organization? If yes, attach the relevant proof. (Also provide an affidavit that you have		

	not quoted the price higher than previously supplied any government institute)		
20.	Proof average turnover of the quoting firm which should not be less than Rs. one (01) crore only continuously for the preceding last three years		
21.	Sale Tax Registration No.		
22.	TIN No. with Proof		
23.	Whether copies of authenticated balance sheet for the past three years enclosed		
24.	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items.		
25.	Any other information important in the opinion of the tenderer		

- Page number/serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy(ies) of the document(s) are kept.
- In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

(Dated Signature of the Tenderer with stamp of firm)

Dated:

Place:

Undertaking

1. That I/we have carefully studied all the terms & conditions of NIT and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.
4. That I/We undertake that sample of items will be kept ready for inspections by the AIIMS, Jodhpur. I/We shall be responsible for the cancellation of tender if samples are not up to mark.

(Dated Signature of the Tenderer with stamp of firm)

Date:

Place:

NON BLACKLISTING CERTIFICATE

[To be submitted on letterhead]

I/We hereby certify that the [Name of the company / firm] has not been ever blacklisted/debarred by any Central / State Government / Public Undertaking / Institute on any account.

I/We also certify that firm will be supplied the item as per the specification given by AIIMS Jodhpur and also abide all the terms and conditions stipulated in Rate Contract.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and AIIMS Jodhpur may imposed any action as per NIT rules.

Date :
Place :

Name :
Business Address :
Signature of Bidder :
Seal of the Bidder :

CERTIFICATE OF PRICE JUSTIFICATION

[To be given on letter head]

NIT No.:

I/We, M/s. _____ certify that the rates provided are our best rates and we have not given these materials to any Government Department/PSU/Institution for lesser than these rates in last one year.

SIGNATURE AND STAMP OF THE BIDDER

CERTIFICATE OF NO DEVIATION

[To be given on letter head]

NIT No.:

I/We, M/s_____ hereby certify that notwithstanding any contrary indication / conditions elsewhere in our offer documents, I/We have neither set any terms and conditions nor there is any deviation taken from the conditions of AIIMS Jodhpur's tender specification, either technical or commercial, and I/We agree to all the terms and conditions mentioned in AIIMS Jodhpur's tender specification with associated amendments & clarification

[Signatures of the Bidder with Name, Designation & Company's Seal]

FORMAT FOR MANUFACTURER'S AUTHORISATION

Dated:

To,
 The Director,
 All India Institute of Medical Sciences (AIIMS) Jodhpur
 Industrial Area, Basni Phase – IInd, Jodhpur (Raj.)

Reference: NIT No. Admn/RC/___/2016-AIIMS.JDH, Dated: __/__/____ for Rate Contract for Supply of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper and other Laboratory Consumables.

Subject: Manufacturer's Authorization Letter

Dear Sir,

Ref. Your NIT No _____, dated _____

We, _____ who are proven and reputable manufacturers of _____ (name and description of the Items / category offered in the Quotation) having factories at _____, hereby authorize Messrs. _____ (name and address of the agent) to submit a Quotation, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred Quotation Form for the above items manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. _____ (name and address of the above agent) is authorized to submit a tender, process the same further and enter into a Rate Contract with you against your requirement as contained in the above referred Quotation Form for the above items manufactured by us.

We also hereby confirm that we would be responsible for the satisfactory execution of supply contract placed on the authorized agent.

We also confirm that the price quoted by our agent shall not exceed than that which we would have quoted directly.

Yours faithfully,

[Signature with date, name and designation]

For and on behalf of Messrs. _____

[Name & address of the manufacturers]

Note:-

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.
2. Original letter may be enclosed with Quotation Form during submission in the sealed cover.

FORMAT FOR DISTRIBUTOR'S AUTHORIZATION

Dated:

To,
The Director,
All India Institute of Medical Sciences (AIIMS) Jodhpur
Industrial Area, Basni Phase – IInd, Jodhpur (Raj.)

Reference: NIT No. Admn/RC/___/2016-AIIMS.JDH, Dated: __/__/____ for Rate Contract for Supply of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper and other Laboratory Consumables.

Subject: Distributor's Authorization Letter

Dear Sir,

With reference to above mentioned Rate Contract, we wish to inform you that our below mentioned distributor is authorized to receive orders, to make the supplies, to raise the invoices for products manufactured/marketed by **[Name of Manufacturer]** and collect the payments thereof on our behalf.

1. Name of the firm : _____
2. Complete Address : _____
3. Contact Person : _____
4. Contact No.: : _____
5. Email ID: : _____

You are kindly requested to place your valuable orders and to make payment directly to our authorized distributor for prompt supply.

This authorization will remain valid for whole contract period.

[Signature with date, name and designation]

For and on behalf of Messrs. _____

[Name and address of Manufacturer]

Note:-

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.
2. Original letter may be enclosed with Quotation Form during submission in the sealed cover.

Chapter – V

List of Companies for Laboratory Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper and other Laboratory Consumables

S. No.	Brand / Make
1.	Hi-Media
2.	SD Fine
3.	Sigma Aldrich
4.	Merck
5.	Imperial Life Sciences
6.	Promega
7.	Qiagen
8.	Alfa Aesar
9.	Thermo Fisher Scientific
10.	Becton Dickinson (BD) for Chemicals, Plasticware, Vacutainers
11.	Addgene
12.	Agilent Technologies
13.	Atlas Antibodies
14.	Applied Biosystem / Invitrogen / Life Technologies
15.	Bio-Rad
16.	VWR
17.	DAKO
18.	GE Healthcare Lifesciences
19.	Genetix
20.	Cole-Parmer
21.	Takara
22.	SRL
23.	Micro Express
24.	Denka Seiken Co. Ltd.
25.	Hardy Diagnostics
26.	SSI Diagnostica
27.	Finar
28.	Roche
29.	CDH
30.	Denka Seiken Co. Ltd.
31.	Abdos
32.	Corning
33.	Eppendorf
34.	Borosil
35.	Glassco
36.	Blue Ribbon for cover slip
37.	Riviera
38.	Vensil
39.	Duran
40.	Blue Star for cover slip
41.	Merck
42.	Avantor (Glassware and Filter Paper only)
43.	Whatman for Filter papers
44.	Tarson
45.	Axiva / Axygen
46.	Genaxy
47.	Greiner Bio One for vacutainers

Chapter – VI

List of quoted company(ies) and category(ies)

S. No.	Company(ies)	Category(ies) i.e. Cultural Media, Chemicals, Glassware, Plastic ware, Filter Paper etc.
1.		

Note:

1. Authorization(s) for quoted company(ies) must be attached by the distributor with the technical bid.
2. Category(ies) are required to mentioned on Authorizations for which a distributor is authorized to supply.

Chapter - VII

Financial Bid

To

The Director,
All India Institute of Medical Sciences,
Jodhpur

Sir,

I/We M/s. _____ wish to submit our Rate Contract for supply of Chemicals, Reagents, Glassware, Plasticware, Vacuum Tubes, Filter Paper & other Laboratory Consumables at AIIMS Jodhpur on following rates.

Laboratory Chemicals, Laboratory Reagents and other Laboratory Consumables:

S. No.	Brand/Make	% of discount quoted by the firm on their printed price list	
		In Figures	In Words

Note: TAX / VAT rate on each category (i.e. Chemical, Glassware, Plasticware etc.)

I/We agree to forfeit of the earnest money if I/we fail to comply with any of the terms and conditions in whole or in part laid down in the contract form.

We have carefully read the terms and conditions of the contract and are agreed to abide by these in later and spirit.

Date:

Signature _____

Name & Address of the Firm _____

Telephone No. _____

Mobile No. _____