

Hospital Store
ESI Hospital Basaidarapur
Ring Road New Delhi-110015

<http://www.esic.nic.in>

Telefax:- 25936932

F.No. DMH/18/27/PCS/Biochem/2010/HS/169

Dated: 31.10. 2011

To,

M/s

Draft for approval

Subject: - Invitation of sealed bid for “**Elisa Reader**” under Two Bid System.

Medical Superintendent, E.S.I Hospital Complex, Basaidarapur, New Delhi-110 015 intends to purchase 01 No. of Elisa Reader as per the specification enclosed . You are requested to submit your bid latest by **28.11.2011 up to 02:00 P.M.** in the form of sealed bid under **Two Bid system-Technical Bid & Price Bid**. Technical Bid should consist all the technical details along with commercial Terms & conditions, & Price Bid should indicate the price of the item mentioned in technical bid.

The Technical Bid & Price Bid must be sealed by the bidder in separate envelopes duly superscribed “Technical bid for Elisa Reader ” and “Price bid for Elisa Reader ”. Both the sealed envelopes are to be put in the bigger envelope which should also be sealed & duly superscribed, “Bid for Elisa Reader ”. Bid may be dropped in the tender box kept at the Hospital Store up to **02:00 P.M. on 28.11.2011**. If the bid is sent by post, it must reach before 02:00 P.M. on 28.11.2011. Bids received late will not be considered. Proof of postage won't be considered as a claim for timely submission of tender. All the bids received will be opened on the same day at 2:30 P.M. Bidders or their authorized representative may be present if they wish to be. In case 28.11.2011 is declared a holiday, bids will be opened on next working day at the same time & venue. Bid should be accompanied by Earnest Money of ₹ **6,000/- (Six thousand only)**, in the form of D.D./Banker's cheque, in favour of **E.S.I Fund Account No.1** payable at Delhi. Earnest Money is to be attached with Technical Bid. Bid without Earnest Money deposit or tender cost (Rs. 500/-) will not be accepted.

If the tender has been downloaded from website, tender cost of Rs.500/-(Five hundred only) has to be submitted along with the tender in the form of D.D./banker's cheque in favour of “ESIC Fund Account No. 1”.

TERMS AND CONDITIONS

Tender is required to be submitted in two bid viz ‘**Technical Bid and Price Bid**’ in one envelop mentioning the name of item and name of tenderer with complete corresponding address. Each and every page of the quotation is to be serially numbered and duly signed by authorized bidder/signatory.

Both the envelopes are to be put in a single envelop super scribed “Tender for (name of the equipment) and Name of the bidder and specifying the numbers of envelopes enclosed/inserted.

(A) Technical Bid :- (It should comprise of following)

1. EMD (To be furnished in accordance with the S No. 1)
2. Technical details of the quoted items with reference to tender specifications.
3. Catalogue/literature, make and model of the Equipment offered
4. Warranty/Guarantee period.
5. Undertaking for providing AMC/CMC for 5 years or as mentioned in specifications after expiry of Warranty/guarantee period with rates blanked.
6. The tenderer has to supply the equipment as per specifications enclosed.
7. Authority letter from manufacturer in case bid is submitted by authorized agent (**As per annexure III**)

(B) Financial Bid:- (It should comprise of following)

1. The information given in technical bid marked should be reproduced with prices indicated. Any deviation in this regard will render the bid liable for rejection. The prices should be all inclusive lump sum prices as per description given in Sr. No. 2 below. The price of AMC/CMC for 5 years after expiry of warranty/guarantee period should be given in financial bid only.

The tender will not be considered without offer of AMC/CMC. In case of CMC (comprehensive maintenance contract) the rates should be quoted inclusive of spares. Only technical bid (unpriced) shall be opened first and shall be referred for the technical evaluation. The financial bid of only those bidders whose technical bid is found acceptable by the technical evaluation committee will be opened by purchase committee for further action.

2. Rate should be quoted as lump sum price F.O.R. destination in **Indian Rupees** inclusive of the equipment, freight, insurance, transit insurance, packaging, forwarding, , excise duty etc as well as charges for installation and commissioning with all the men and material required for the same. All inclusive lump sum prices need to be accompanied by a statement indicating a clear 'break up' of lump sum price in its various components constituting it along with values/amount indicating against each of such component adding to arrive at all inclusive lump sum price. No other charges in addition will be payable on any account over and above the lump sum price quoted. Price variation clause will not be acceptable. The rates quoted in ambiguous terms such as "freight on actual basis" or packaging forwarding extra will render the bid liable for rejection irrespective of its gradation in respect of lump sum prices quoted. Bidders in their own interest shall ascertain the eligibility of whatsoever concession and exemption eligibility applicable to the Hospital and shall advise the purchaser and quote accordingly. No 'C' or 'D' form is to be issued by this office. CST/ST/VAT may be claimed as per rules.

Tender should be typed in words as well as in figures free from erasing and error in typing. The bidder must attest any erasing/error otherwise the rates in reference of that particular item shall not be considered. The bidder along with seal of the firm must sign each page of the tender. The covering letter should indicate the list of enclosures.

Terms & Conditions:

- 1. EMD:**EMD must be deposited by the bidder through Demand Draft or Bankers Cheque only in favour of 'ESIC Fund A/c No.1' along with Technical bid which shall be refunded to bidders without any interest after finalization of tender.
- 2. Security Deposit:** A Security Deposit equivalent to 10% of the total cost of the equipment must be deposited by the successful tenderer through Demand Draft/Bankers Cheque in favour of 'ESI Fund A/C No. 1' or Fixed deposit only in favour of 'Medical Superintendent, ESI Hospital Basaidarapur, New Delhi-110 015'. The same shall be released after fulfillment of all contractual obligations and no interest shall be payable thereof.
- 3. Supply:** The successful tenderer has to supply the item/items within 6 weeks from the date of placement of supply order.
- 4. Working Demonstration:** A working demonstration has to be provided in Delhi to Technical Evaluation Committee within a stipulated time frame as and when asked for and only two chances for demonstration will be given.
- 5. Only manufacturer/authorized distributor/stockiest** of the firm whose item is being quoted will be considered.
- 6.** Only appropriate model as per specification should be quoted. Alternate offer(s), if any, must accompany with the additional requisite EMD, failing which alternate offer(s) will not be considered for evaluation.
- 7. Name, Designation and Specimen signature** of the person/representative authorized by the competent authority of the firm to deal with the tender/sign the tender document must be enclosed along with the tender
- 8.** (a) Tenderer must provide Delhi's address, if any, along with the telephone no., fax no.& e-mail ID with tender for all correspondence.
(b)The firm should also provide the complete address along with telephone and fax no.of service centre from where after sale service would be provided.
- 9. Validity of tender** – The tender will be valid for a period of 1 year from the date of opening of the tender.
- 10 Guarantee/warranty** - The equipment must be guaranteed/warranted for minimum period of 2 years or as mentioned in specifications from the date of satisfactory installation.
- 11** (a) The tenderer must enclose an undertaking by the manufacturer of the equipment for servicing the equipment and supply of spare parts whenever required at least for 5 years or as mentioned in the specification, after completion of warranty/guarantee.
(b) The firm must ensure to keep the equipment in working order throughout the year.

- (c) In event of equipment covered under CMC/AMC going out of order, the fault shall have to be attended within 24 hours of lodging the complaint. In case the equipment is not restored in functional order within a week, a penalty of 0.5% of total cost of AMC/CMC of the equipment per day for the period of equipment remaining out of order will be levied during AMC/CMC.
- (d) If the equipment needs calibration, the firm shall be responsible for calibration as a part of AMC/CMC.
- (e) During the warranty/guarantee period in the event of equipment remaining out of order beyond a period of 24 hrs.of lodging the complaint a penalty to extent of 0.25% of purchase value of the equipment shall be levied for each day of the equipment remaining non functional beyond permissible limit.

12 For spares – Along with rates of AMC/CMC a list of commonly used spares with price on date must also be enclosed in financial bid.

13 One Tenderer cannot represent two manufacturers or quote on their behalf in a Single tender for a particular item.

14 Any other miscellaneous items required for equipment may also be quoted in financial bid.

15 Atleast two No. of certificates about satisfactory performance and quality of after sales service of the equipment duly authenticated by HOD/MS of the Hospital/institution of the equipment must be furnished.(As per annexure IV). Installation report/User list will not be considered as performance certificate.

16 Tenderer has to submit a signed undertaking on stamp paper of Rs.100/- (one hundred only) along with tender as per enclosed Annexure-II “To be made part of technical bid”.

17 Tenderer has to submit authorization certificate on manufacturer’s letter head as per annexure III, in case bid is submitted by authorized agents “.To be made part of technical bid.”

18 Payment shall be released through RTGS after satisfactory installation of the equipment.

19 In the event of non supply of equipment ordered by the approved time, the earnest money deposit shall be forfeited.

20 Equipment must support interface/integration for the data transfer from equipment to third party Hospital Management application.

21 The rates should be quoted in rupees only and should not be higher than quoted in any other organization/institution.

- 22** Equipment manufacturers must provide Technical documents explaining the pre-requisites, data exchange format and detailed user and technical manuals explaining how to integrate and transfer data with third party Hospital Management application.
- 23.** Equipment manufacturers must also provide the needed hardware drivers, data cables and technical support to integrate the equipments with third party Hospital Management application, wherever applicable.
- 24** The documents should be submitted as per annexures given in the tender, the tender may be rejected if any deviation/discrepancy is found.
- 25** Medical Superintendent reserves the right to reject/accept any or all tenders without assigning any reason thereof . No Correspondence will be entertained in this regard.

Medical Superintendent

CHECK LIST

Annexure I

The bidder should ensure that the following information/documents are enclosed along with the bidding documents (Technical Bid).

1. EMD (As per Sl. No. 1 of Terms & Conditions) Yes/No
2. Bid-Form and price schedule as given in S.No1 of Terms and conditions Yes/No.
3. Five years AMC/CMC charges as given in S.No.11 of Terms & conditions Yes/No
4. Rate certificate indicating that they have not supplied the said equipment to any individual, Govt. or private institution at the rate lower than the quoted rate..Yes/No
5. Manufacturer's Authorization Certificate (As per Annexure III) in case Bid is submitted by Agents. Yes/No
6. A certificate about Satisfactory performance report of the equipment & quality of after sales service duly authenticated from existing users of the quoted model of equipment.(As per annexure IV) Yes/No
7. Authorization Certificate from the Principal/manufacturer that they will be solely responsible for maintenance of equipment during guarantee/warranty and AMC/CMC period even when the Agent is changed during this period (As per Annexure- III) Yes/No
8. Authorization certificate from principal that spares and any other miscellaneous items (As applicable)of the equipment quoted will be freely available for at least five years after expiry of warranty/guarantee period (As per annexure III) Yes/No
9. Tenderer has to submit a signed undertaking on stamped paper of Rs.100/- (Rs.one hundred only) along with tender (As per Annexure II) Yes/No
10. For the equipments where consumables/reusables etc. are required, a list indicating cost and life of consumables be given. Yes/No

**Name,signature & address of the Tenderer
with rubber stamp.**

Annexure-II

Undertaking (To be submitted on Non-judicial Stamp paper of Rs. 100s)

1. I, undersigned certifies that I have gone through the Terms & conditions mentioned in the tender document including annexure and undertake to comply with them. The rates quoted by me/us are valid and binding on me/us for acceptance for the period of one year from date of opening of tender.
2. It is certified that rate quoted are the lowest quoted for any institution/Hospital in India.
3. Earnest money deposited by me/us viz Rs. _____ in the form of Demand Draft/Banker's Cheque in favour of "ESIC Fund Account No.1" New Delhi is attached herewith and shall remain in custody of the Medical Superintendent, ESI Hospital, Basaidarapur, Delhi as per S.No. 1 of Terms and Conditions.
4. (A) I/We give the rights to Medical Superintendent, ESI Hospital, Basaidarapur Delhi to forfeit the EMD deposited by me/us if any delay occur on my/agent's part or fails to supply the article at the appointed place and time and of the desired specification.
(B) I/we undertake that I/we will be in position to provide Annual Maintenance contract/Comprehensive Maintenance Contract (AMC/CMC), Spare Parts, and consumables for 5 years after completion of guarantee/warranty period .I/we also undertake to keep the equipment in running order throughout the year under warranty / guarantee/ AMC/CMC and in case of equipment going out of order, the fault will be attended within 24 hours of lodging the complaint. The firm shall ensure the machine is set right within 7 days of intimation. However the tenderer have to arrange similar equipment as a stand by at his cost and risk, in case of breakdown of machine is not set in working condition within the specified period. Failing which, a penalty of 0.25% of the total cost of the equipment per day for the period equipment remains out of order be levied on me/us.
5. There is no vigilance/CBI case or court case pending against the firm/supplier.
6. On Inspection if any article is found not as per supply order, it shall be replaced by me/us in time as asked for, to prevent any inconvenience at my /our own expenses.
7. I/we hereby undertake to supply the items as per specifications and directions given in supply order within the stipulated period.
8. I/we undertake to provide guarantee/warranty as mentioned in specifications from the date of satisfactory installation and inspection. I also undertake that I will maintain the equipment during this period and replace the defected parts free of cost, if necessary.
9. I/we understand that Medical Superintendent, ESIC Hospital, Basaidarapur, New Delhi-110 015 has the right to accept or reject any or all the tenders without assigning any reasons (s) thereof .**Name, Signaure & Address of the tenderer with rubber stamp**

AUTHORIZATION CERTIFICATE

Annexure III

To,
Medical Superintendent,
ESI Hospital, Basaidarapur,
New Delhi-110 015.

Respected Sir,

Authority letter against Tender No. -----due on -----
item quoted-----

We,-----, who are established and reputed manufacturers
of-----having factory at-----and hereby
authorize M/s------(Name and address
of agent) to bid, negotiate and conclude the contract with your institution against above tender
for the above goods manufactured by us.

We hereby extend our full guarantee/warranty as per Clause at S. No. 10 of the Terms &
Conditions of tender for the goods offered for supply against this invitation of bid from the above
firm. We also confirm that the spares and any other miscellaneous items (As applicable) of the
equipment quoted will be freely available for at least five years after expiry of
Warranty/guarantee period.

Our other responsibilities include:

- 1. Information regarding the name of new agent, in case of change of agent
 - 2. -----(Here specify in detail manufacturer’s responsibilities)
- The services to be rendered by M/s-----are as under
- 1. -----
 - 2. -----

(Here specify the services to be rendered by the agent)

Yours faithfully,

(Signature & Name of manufacturer)

With address and seal

Note: This letter of authorization should be on the letter head of the manufacturing concern and
should be signed by a person competent and having the authorization to issue the said certificate
on behalf of the manufacturing firm. The said certificate should also bear the signature of
participating bidder as a witness.

Satisfactory Performance Certificate

Annexure IV

Certified that M/S _____ has supplied the equipment _____ Model_____ which has been functioning satisfactorily at _____ department of this Hospital/Institution since _____.

It is also certified that after sales service provided by the manufacturer M/S _____ have been satisfactory.

Note: This certificate should be on the letter head of the Hospital/Institution and should be signed by HOD/MS/CEO of the Hospital/Institution The said certificate should also bear the signature of participating bidder as a witness.

Specification of Elisa Reader for Biochemistry

1. Microplate reader capable of reading 96-wells plate.
2. Wavelength range: 400-700 nm (6 filters 405,450,492,540,620 & 690 nm)
3. Single and dual wavelength measurement with facility for kinetic measurement.
4. Minimum resolution of 0.001 O.D. and linearity upto 2.0 OD
5. Programmable time & speed shaking.
6. Minimum 25 user defined programmes.
7. Data storage facility.
8. Bidirectional printer interface and external compatible Dot-matrix printer, RS 232 port.
9. Built in Windows based programming software.
10. Halogen lamp 20-40 W and with prefailure warning.
11. Suitable UPS with maintenance free batteries for minimum 15 minutes backup should be supplied with the system.
12. Comprehensive training for lab. staff and support services till familiarity with the system.
13. Should be FDA/CE,UL or BIS approved product.
14. Two years warranty, 5 years comprehensive AMC.