



OFFICE OF THE SR.STATE MEDICAL COMMISSIONER  
(REGIONAL OFFICE)  
EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAVAN: SECTOR 16: FARIDABAD

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F.No: 13/HR/SSMC/Diamond jubilee/2011

Date: 31/05/2011

To,

M/S-----

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Sub: **Tender for supply of 37 Refrigerators.**

Sir,

Sealed tenders are invited on behalf of Senior State Medical Commissioner for supply of 37 Refrigerators to be installed at various ESI Dispensaries of Haryana as per list attached. You are requested to submit /deposit the sealed tender in the tender box kept in the a/m office from 20/6/2011 to 23/6/2011 .Tender box will be opened on 23/6/2011 at 1400hrs in presence of the representatives of the tenderers who wish to be present. If 23/6/2011 is declared as a holiday, then tender box will be opened on next working day at same time. Tenderers may send their bid by post also but must ensure that the same reaches this office before due date of opening of the tender. Tender received after opening of the tender box will be rejected. Terms and condition of the tender and specification of the required product are as mentioned below:

**Terms and condition:**

1. Quantity mentioned above is provisional and may increase/decrease marginally as per our requirements.
2. Validity of the rates mentioned should be of **four months** from opening of tender.
3. Earnest money deposit: EMD **of Rs. 5000/-** is required to be deposited along with the tender, in the form of DD, payable to ESI A/c No: 1 Faridabad. **Tender without the EMD will be rejected.** EMD will be returned to the unsuccessful bidders within 7 days of award of tender to the successful bidder. No interest will be payable on the EMD by ESI. The EMD of successful bidder will be released on execution of the contract and furnishing of the Performance Security mentioned below. All tenderers are requested to give a Pre-receipt and all details of their Bank account, alongwith MICR No:, to facilitate refund of EMD by ECS. In case of withdrawal of tender before award to any bidder ,then EMD will be forfeited.
4. Tender should be signed by authorized signatory.

5. Model quoted should be of reputed brand and the manufacturer should have at least 05 years of sales experience in India.
6. Warranty/guarantee should be of at least one year. However if manufacturer offers a longer guarantee on the quoted product, then the same shall prevail.
7. Catalogue/ literature of the quoted model must be enclosed giving all technical datas.
8. Demonstration of the product, may be taken, if required, by a team of officials appointed by the SSMC.
9. Specification of the required product is as enclosed .(Refer Annex-A ).
10. Refrigerator will have to be delivered and installed at various ESI dispensaries as per list enclosed. (Refer Annex-B )
11. The tenderer is at liberty to quote for whole or part of the tender. Tenderer should clearly mention the part of the tender which he is quoting/ not quoting. Make and model quoted should be clearly mentioned. Bidders quoting for the full tender will be given preference. Bidders are free to bid for multiple choices of different make and model for which they hold authorization.
12. Unit cost of the Refrigerator should be mentioned initially and subsequently all taxes/ transportation/installation charges should be mentioned separately to arrive at a consolidated amount.
13. Successful tenderers will have to supply/install the quoted model only, as will be mentioned in the supply order also.
14. Conditional offers are liable to be rejected.
15. SSMC does not pledge herself to accept the lowest tender and reserves to herself the right to accept whole or part of the tender or portion of the quantity offered and the tenderer should supply /execute the work at the rate quoted by him.
16. Firms having dealers all over Haryana will be given preference. Details of service centers in Haryana /NCR of Delhi should be mentioned. Bidder to state how after sales service will be provided.
17. Tenderers will have to give a "Lowest rate "certificate, mentioning therein that unit rate quoted are lowest and not more than that quoted elsewhere as on date.
18. Tenderers will have to give a "Non- Blacklisting "certificate, mentioning therein that the firm has not been blacklisted by any Govt. deptt. in the past.
19. Firm should be registered with the Sales tax deptt. and submit details of VAT No: allotted to it.
20. Delivery schedule: Refrigerator will have to be delivered and installed at the various ESI dispensaries ( ANNEX –B )within a period of six weeks from date of issue of supply order. Any

delay in installation of the product will entail penalty of 2% of the total order value per week up to a maximum of 10%. In case of non supply/ non installation of the product even after period of full penalty has been reached, then SSMC will have right to procure the same from open market and additional expenditure so incurred due to rate difference plus cartage charges will be deducted from the bill of the tenderer.

21. Performance security: An amount of 5 % of the order value will have to be deposited by the successful bidder, which will be released after period of warranty (one year) and 60 days on successful completion of the contract. The performance security can be in form of Bank guarantee/ FDR/ DD in favor of SSMC Faridabad.
22. Authorization: If bidder is an authorized agent/ dealer, then the authorization of the manufacturer should be attached.
23. System of payment: Payment will be released on successful installation of the items at the various dispensaries. A certificate of successful installation and satisfactory performance will have to be obtained from the In charge of the dispensary and attached with the bill. Part payment of the order value will not be released. Payment will be released after performance security has been deposited.
24. Tenderers will have to give an undertaking that all terms and condition of the tender are acceptable to him.
25. Jurisdiction: Disputes if any, will be settled by arbitration by an officer appointed by SSMC.
26. SSMC has the right to award full/ part tender to one/different bidders.
27. SSMC has the right to cancel the tender at any time without giving any reason thereof.
28. Following is the **check list** of the documents required to be attached:
  - a) EMD
  - b) Authorization certificate of the manufacturer.
  - c) Certificate mentioning that all terms and condition of the tender are acceptable.
  - d) Lowest rate certificate.
  - e) Non- blacklisting certificate.
  - f) List of service centers in Haryana/ NCR of Delhi.
  - g) Bank details and MICR NO:.
  - h) Pre-receipt of EMD.
  - i) Registration certificate/ VAT No: ( Photocopy to be attached )
  - j) Catalogue/ literature of quoted model.

Non submission of the above certificates will be a cause of rejection of the tender bid.

29. If any bidder fails to execute the tender awarded to him, then EMD will be forfeited.

**Annex-A**

**Specification of Refrigerator :**

1. It should be of 100 lit. capacity.
2. It should be provided with a suitable voltage stabilizer. ( 135 to 240 v )