



**EMPLOYEES' STATE INSURANCE CORPORATION  
SUPER SPECIALITY HOSPITAL**

**SANATHNAGAR, HYDERABAD-500038**

**E-TENDER ENQUIRY FORM**

**for**

**MEDICAL EQUIPMENTS**

**(NEUROHEADFRAME )**

**Not Transferable**

**Tender form Sl.No.\_\_\_\_\_**

**Receipt No.\_\_\_\_\_**

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



**EMPLOYEES' STATE INSURANCE CORPORATION**  
**SUPER SPECIALITY HOSPITAL**  
**SANATH NAGAR, HYDERABAD – 500 038**  
**(Ministry of Labour & Employment, Govt. of India)**

Ph. No. 040-23801122, 23702433, Fax: 23801122, E-mail: esih-sanathnagar.ap@esic.in

523-U/16/19/ NEUROHEAD FRAME /2017-18

Date: 3/7/2017

**E- TENDER NOTICE FOR SUPPLY AND INSTALLATION OF MEDICAL EQUIPMENTS  
TO ESIC SUPER SPECIALITY HOSPITAL, SANATHNAGAR, HYDERABAD-38**

E- Tenders in two bid system through E- procurement solution are invited from invited from manufacturers / authorized dealers for supply and installation of following equipments for the dept of Neurosurgery in ESIC superspeciality hospital ,sanath nagar,Hyderabad -38. (For details please visit our website ([www.esic.nic.in](http://www.esic.nic.in))).

Detailed Tender Documents are available on line from the date of tender publication (<https://esictenders.eproc.in>) i.e from 3/7/2017. The interested bidders are advised to register themselves with e-procurement Portal at - <https://esictenders.eproc.in> as described in Annexure to participate in the e-Tender. The bidders should upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their technical & price bids on the <https://esictenders.eproc.in>, latest by **28/7/2017 upto 1:00 P.M.** In addition, duly signed relevant documents like signed and sealed tender, technical and price bids etc. along with Earnest Money Deposit (as details given below) in favour of ESI Saving Fund A/c. No. 01 shall be submitted in sealed cover and dropped in the Tender Box kept at Administration Branch, 2nd Floor, ESIC Super Speciality Hospital, Sanathnagar, Hyderabad– 38 by 28/7/2017 upto 1.00 PM.

The technical bids will be opened online on 28/7/2017 at 2:30 PM. The tenderer / his authorized representative can be present on the same date and time at the opening of tenders if they wish so. For all practical purposes, the e-tender shall be considered for evaluation, however in case of any dispute, the physical documents would be scrutinized.

**DETAILS OF EQUIPMENTS TO BE PROCURED ARE AS GIVEN BELOW :**

| <b>B) For Department Of NEUROSURGERY</b> |                       |       |                              |                                    |                |               |
|--|-----------------------|-------|------------------------------|------------------------------------|----------------|---------------|
| s.no                                     | NAME OF THE EQUIPMENT | EMD   | Date of publishing of tender | DATE AND TIME OF OPENING OF TENDER | TYPE OF TENDER | QUANTITY      |
| 1  | NEUROHEADFRAME        | 10000 | 3/7/2017                     | 28/7/2017<br>at 2.30 pm            | FRESH TENDER   | 1<br>QUANTITY |

**SPECIFICATIONS ARE AS PER ANNEXURE - C****MEDICAL SUPERINTENDENT**

## **Important Instructions for Bidders**

All bidders/contractors are required to procure Class-IIIB Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption to participate in the E- Tenders.

Bidder should get Registered at <https://esictenders.eproc.in>.

Bidders can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp>

Bidder needs to submit Bid Processing Fee charges of Rs. 2495/- (non-refundable) in the form of Demand Draft from any scheduled bank, in favour of M/s. C1 India Pvt. Ltd. payable at New Delhi for participating in the Tender.

Along with the Demand Draft, Bidder needs to send a covering Letter mentioning about the Payment Details, Company Name, Address, Payment towards ESIC Bid Processing Fees (Mention the Tender ID and Tender Title).

The payment should reach at the below mentioned address, one day before the due date and time of Bid Submission:

**Kind Attn: Mr. Mohit Chauhan  
C1 India Pvt. Ltd.  
301, Gulf Petro Chem Building, 1st Floor,  
Udyog Vihar, Phase – 2,  
Gurgaon, Haryana - 122015**

**Note: Payment will be Approved only after physical receipt of Demand Draft .**

## **GENERAL INSTRUCTIONS FOR BIDDERS**

Sealed bids are invited from the eligible manufacturers / authorized distributors/ authorized dealers under two bid system i.e. Technical bid and Price bid. Technical Bid should consist of 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 super scribed "Technical bid for **"Name of the Equipment"**& **Price bid for "Name of the Equipment"**. Both the sealed envelopes are to be put in the bigger envelope which should also be sealed & duly super scribed. **"Tender bid for---**  
**-----"**.

Bids may be dropped in the tender box kept at **ADMIN block** up to **01:00 P.M. on 2 the scheduled date of the tender closing**. If the bid is sent by post, it must reach before 01.00 p.m. on the **same date** and should be addressed to The **Medical Superintendent, ESIC Super speciality Hospital, Sanathnagar, Hyderabad-500038** with the superscription as above. Bids received late will not be considered. All the bids received will be opened on the same date at **2:30 P.M.** Bidders or their authorized representative may be present if they wish to be. In case tender opening date is declared a holiday, bids will be opened on the next working day at the same time & venue. **Bid should be accompanied by Earnest Money as mentioned in front of each equipment in the tender notice**, in the form of D.D./Banker's cheque, in favour of **E.S.I Saving Fund Account No.1 payable at Hyderabad** . Earnest Money is to be attached with Technical Bid. Bids without Earnest Money deposit will not be accepted.

### **TERMS AND CONDITIONS FOR ALL EQUIPMENTS:-**

1. **EMD:** should be deposited by the bidder by enclosing Demand Draft or Bankers cheque only in favour of **'ESI Saving Fund A/c No.1' Payable at Hyderabad**, along with the Technical bid which shall be refunded to bidders without any interest after the finalization of tender.
2. Literature of the quoted item, with detailed specifications must be enclosed.
3. The quantity shown in the tender can be increased or decreased to any extent depending upon the actual requirement.

4. Price Quoted should be for the supply destination of hospital store, ESIC Super speciality Hospital Sanathnagar, Hyderabad .No transportation charges will be given by the hospital.
5. Validity of bid for acceptance should be for a **minimum period of 6 months**.  
The rates quoted should not be higher than that quoted in case of any other organization/ Institution (**under taking by the tenderer** should be enclosed.) For the equipment where reagents, cartridge, consumables, etc are required. The price bid must include: A) Rate list indicating the prices and packing prevalent on date of tendering, B) List indicating cost and life of consumables.
6. Taxes (S.T/ VAT / other Local taxes if any ) should be mentioned separately in the price bid along with the quoted rates of the equipment.
7. **Demonstration of equipment:** Tendered Instrument/ Equipment shall have to be demonstrated before Technical evaluation committee and / or purchase committee on stipulated day and time whenever asked for. Failure to demonstrate the equipment on the stipulated day without any genuine reason (which is to be intimated in advance and should be acceptable to the hospital authorities) will mean that the tenderer is not interested in supplying the equipment & the Bid would be liable for rejection. In case of genuine reason only two chances for demonstration will be given . **Technical evaluation committee is fully empowered to reject any bid if it is felt that the equipment is of inferior quality, even if it is fulfilling the specifications and other commercial terms.**
8. **AMC and CMC rates for 5 years** after the Guarantee/warranty period have to be quoted separately along with the price of the Equipment. The CMC rates may also be a factor during evaluation of the price bid. **Guarantee /Warranty period** for Equipment/Instrument must be minimum of 2 years from the date of satisfactory installation..
9. **Manufacturer's Authorization Certificate** The Certificate regarding authorized distributorship/ stockiest from the manufacturer, with period of validity and details of issuing authority must be enclosed **in original or copy attested by notary** .
10. **Either the Indian agent on behalf of the principal/OEM the same agent shall not submit a bid on behalf of another principal /OEM in the same tender for the same item .**
11. Submit all the following details related to the manufacturer:
  - a. Full postal address
  - b. Email ID
  - c. Telephone numbers
  - d. Fax number
  - e. The firm should also provide the complete address along with telephone and fax no. of service station from where after sale service would be provided.
12. The Tenderer must furnish the following details:
  - a. Name and Address, Fax, telephone No., email Id etc for contact.
  - b. PAN / TAN number issued by Income Tax Dept. of India.
  - c. Bank details and Account Nos.(For ECS payment)
  - d. MICR Nos.
13. The successful bidder should strictly adhere to the mentioned delivery schedule.

14. Supply, installation and commissioning should be done within the **prescribed period on the supply order (45 days after issue date of Supply order)**. If the Successful Bidder fails to deliver the equipment within this period a **penalty of 0.5% per week** of the cost of the equipment will be imposed for the delayed period. Once the 10% Penalty is reached Purchaser/Consignee may consider termination of the contract. The Medical Superintendent has right to recover the damages for breach of contract/order to forfeit the Earnest Money.
15. **Performance security:** In case of Equipments, on notification of award the successful bidder has to deposit the 10% of total amount of the total cost as **the performance security** with Medical Superintendent in the form of Banker's cheque/demand draft, **in favour of E.S.I Saving Fund Account No.1 payable at Hyderabad** which will be released after entering into the AMC/ CMC (Comprehensive Maintenance Contract) and on receiving the satisfactory performance certificate from the user department, 60 days after warranty is over.
16. Cost of the Equipment must be mentioned as a unit, including cost of the accessories as mentioned in our specification, and nothing should be labelled as optional with separately quoted rates.
17. The payment will be released after demonstration of satisfactory performance by the user department for the supplied equipment after its installation.
18. **Compliance of the specification** of the equipment mentioned & **Compliance of Terms and Conditions** should be given on a separate sheet and all the **Documents must be serially numbered, stamped & signed by the Authorized Signatory**.
19. Only appropriate model/s as per specification should be quoted.
20. **Penalty clause.** In the event of equipment going out of order the fault shall have to be attended within 24 hours of lodging the complaint. During the warranty / guarantee period in the event of equipment remaining out of order beyond a period of 7days 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.
21. During AMC/CMC period In case the equipment is not restored in functional order within a week, a penalty of 0.5% of total yearly cost of AMC/CMC of the equipment per day for the period of equipment remaining out of order will be levied.
22. If the equipment needs calibration, the firm shall be responsible for calibration as a part of AMC/CMC
  
23. Medical Superintendent reserves the right to reject/accept any or all tenders/modifications in the terms and conditions without assigning any reason thereof. No Correspondence will be entertained in this regard.

**Name, Signature & Address of the tenderer**

**With Stamp**

**TENDER APPLICATION FORM FOR THE SUPPLY OF**

---

1. Name of the tenderer firm:-
2. Full Postal Address:-
3. Name and address of the tenderer with Pan No.
4. Cell Phone No.
5. Telephone No:-
6. Fax No.
7. Submit all the following details related to the manufacturer firm:
  - a. Name of the firm:
  - b.. Full postal address
  - c. Email ID
  - d. Telephone numbers
  - e. Fax number
  - f. The firm should also provide the complete address along with telephone and fax no. of service station from where after sale service would be provided
8. Name and Address of your Bankers  
stating the name in which the Account stands:-
9. Any other information which you consider necessary to furnish:

It is certified that the above mentioned particulars are up to best of my knowledge and no fact has been concealed.

**Name and signature of authorized signatory with seal**



**Undertaking****(To be submitted on Rs. 100/ non judicial stamp paper)**

1. I the undersigned certify that I have gone though the Terms & conditions mentioned in the tender document 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 6 months from date of opening of tender.
2. It is certified that rate quoted by me 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 Saving Fund Account No.1 payable at Hyderabad is attached herewith and shall remain in custody of the Medical Superintendent, ESIC Super speciality Hospital Sanathnagar, Hyderabad . I/We give the rights to Medical Superintendent, ESIC Super speciality Hospital Sanathnagar, Hyderabad to forfeit the EMD deposited by me/us if any delay occur on my/agent's part or fails to supply the equipment at the appointed place and time and of the desired specifications.
4. I/we undertake that I/we will be in position to provide AMC/CMC, Spare Parts, and consumables for 10 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 otherwise the penalty clause mentioned in the terms and condition is acceptable to us. However I /We will arrange similar equipment as a standby at my/our own cost and risk in case of repair of the machine is going to take time beyond one week.(if applicable )
5. There is no vigilance/ CBI case or criminal court case pending against our firm.
6. On Inspection if any article is found not as per supply order and specifications, it shall be replaced by me/us in time as asked for, 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 Super speciality Hospital Sanathnagar, the right to accept or reject any or all the tenders without assigning any reasons (s) thereof.

**Name, Signature & Address  
of the tenderer With Stamp**

**THE CONTENTS OF TECHNICAL BID INCLUDE FOLLOWING ITEMS.**

1. Covering letter indicating the list of enclosures.
2. EMD in accordance with instructions as above.
3. Authority letter from the competent authority with respect to name, designation and specimen signature of the representative signing the tender document/authority letter.
4. Copy of Income tax clearance certificate, latest PAN/TAN, VAT certificate.
- 5..Name and detailed specifications of the quoted Equipment with price blanked.  
Name and detailed specifications of essential accessories if any with price blanked.  
Name and detailed specifications of optional accessories if any with price blanked.
5. Warranty offered.....year/s (minimum as per specifications)
6. Statement of deviation parameter wise from tendered Commercial conditions, if any.
7. Copy of annual turnover.
8. Authority letter from manufacturer / authorize distributor/stockist if applicable.
9. Name and address of nearest authorized service center
- 10 Users list./minimum two certificates of satisfactory performance report of the equipment and satisfactorily quality of after sales service duly authenticated from existing user departments .
11. Catalogue of the quoted equipment showing the make/ model number and specifications.
- 12 Declaration/ undertaking on stamp paper as per the proforma enclosed.
13. Tender document duly signed by the bidder .

**THE CONTENTS OF PRICE BID SHOULD INCLUDE FOLLOWING ITEMS.**

- 1.The information given at Techno commercial bid should be reproduced in price bid with prices indicated.
- 2.Rates should preferably be typed in words as well as in figures; free from erasing; cutting and over-writing Price quoted should match with the items quoted in technical bid.
- 3.Each and every page of the quotation be separately numbered and duly signed.  
Only Techno-commercial bid (Un- priced bid) will be opened first and shall be referred for the Technical Evaluation. The price bid of only those tenderers whose technical bid is found acceptable by the competent authority will be opened for further action.
- 4.In case the price quoted cannot be matched with the item's quoted in technical bid

the bid shall be liable to be rejected.

5.Rates and S.T. / VAT must be quoted separately. The price should be all inclusive lump sum price offered for each item including cost of the equipment, freight, insurance, transit insurance, packing forwarding etc. and including charges for the quoted warranty period.

6.AMC Rates for the next 5 years after warranty period.

7.CMC Rates for the next 5 years after the warranty period.

8.The price should be on F.O.R. ESIC SUPER SPECIALITY Hospital,SANATH NAGAR,HYDERABAD. No other charges in addition will be payable on any account over and above the lump sum price quoted in the price bid. The rates quoted in ambiguous terms such as “freight on actual basis” or “Taxes as applicable extra” or “Packing forwarding extra” etc will render the bid liable to rejection. The price should be quoted in I.N.R.

**CHECK LIST**

| <b>S. No.</b> | <b>DOCUMENTS FOR TECHNICAL BID TO UPLOAD AND TO SUBMIT AS HARD COPY</b>  | <b>Yes/No</b> |
|---------------|--|---------------|
| <b>1</b>      | Scan copy of Earnest money deposit by demand draft   |               |
| <b>2</b>      | Authority letter from the competent authority with respect to name designation and specimen signature of the representative signing the tender document/authority letter                         |               |
| <b>3</b>      | Copy of Self Attested VAT registration certificate   |               |
| <b>4</b>      | Copy of income tax clearance certificate ,latest PAN/TAN   |               |
| <b>5</b>      | Authorization certificate from manufacturer of equipment .   |               |
| <b>6</b>      | Minimum two certificates of satisfactory performance report of the equipment & satisfactorily quality of after sales service duly authenticated, from existing users of the equipment/USERS LIST |               |
| <b>7</b>      | Specifications of the equipment quoted.  |               |
| <b>8</b>      | copy of annual turn over   |               |
| <b>9</b>      | Information as in Annexure –A  |               |
| <b>10</b>     | A signed undertaking on non judicial stamp paper of 100/- ( One hundred only) along with tender (As per format at Annexure –B)   |               |
| <b>11</b>     | Technical details of quoted model as per specifications mentioned in Annexure –D   |               |
| <b>12</b>     | Catalogue of quoted machine with complete specifications.  |               |
| <b>13</b>     | WARRANTY OFFERED IN .....YEARS   |               |
| <b>14</b>     | PRICE BID AS IN ANNEXURE –C  |               |

**NOTE : ALL DOCUMENTS SHOULD BE UPLOADED ( READABLE SCANNED COPY OF DOCUMENTS ), FAILING WHICH TENDER IS LIABLE TO BE CANCELLED.**

**Name, Signature & Address of the tenderer With Stamp**

**ANNEXURE -C****DOCUMENTS FOR FINANCIAL BID FOR EQUIPMENT .....**

| <b>s.no</b> | <b>Particulars of the equipment</b> | <b>RATE PER UNIT</b> | <b>Taxes if applicable</b> | <b>qty</b> | <b>Total amount</b> |
|-------------|-------------------------------------|----------------------|----------------------------|------------|---------------------|
| <b>1</b>    | <b>Name of the equipment</b>        |                      |                            |            |                     |

**PRICE SCHEDULE FOR AMC/CMC AFTER WARRANTY PERIOD**

**(\* After completion of warranty period) IF APPLICABLE**

| <b>S NO</b> | <b>ANNUAL OR COMPREHENSIVE MAINTENANCE CONTRACT COST FOR EACH UNIT YEAR WISE*</b> | <b>Total AMC OR CMC Cost for 1(or as specified ) Years[1X (1A+1B+1C+1D+1E)]</b> |
|-------------|---|---|
| <b>1</b>    |   |   |
| <b>A</b>    | <b>1YEAR</b>  |   |
| <b>B</b>    | <b>2YEAR</b>  |   |
| <b>C</b>    | <b>3YEAR</b>  |   |
| <b>D</b>    | <b>4YEAR</b>  |   |
| <b>E</b>    | <b>5YEAR</b>  |   |

- 1. L1 WILL BE SELECTED BASED ON TOTAL VALUE I.E COST OF THE EQUIPMENT AND COST OF AMC /CMC IF APPLICABLE .**

**Name, Signature & Address of the tenderer With Stamp**

**Annexure –D****SPECIFICATIONS FOR NEURO HEADFRAME**

1. Specifically, suitable to our OT table.
2. Easy to position the patient.
3. Slight tilt on sideways could be done easily during surgery.
4. Easy extension and flexion due to additional attachment.
5. Instrument is scratch-resistant.
  
6. Sterile portion of the head frame to be fixed on the drapes.
7. Self-retractor arms to be mounted on the same frame.
8. No separate table attachment for retractor.
9. Scalp hook retractor to be mounted on the same frame.
10. Self-retaining retractor arms to be top quality stainless steel to serve longer period.
11. Spatula holder should be supplied as per our specification.
12. Horse-shoe attachment to be mounted on the same frame easily.
13. Horse-shoe to be provided with the traction attachment.
14. Sitting position attachments.