

Tender for Hemodialysis Machine, Dialysis Chair & Water Treatment Plant

Tender No.T.NO.33/H/Machine/13-14

DOCUMENT STATING TERMS & CONDITIONS  
FOR  
Hemodialysis Machine, Dialysis Chair & Water Treatment Plant

AT  
B.P.S.GOV'T. MEDICAL COLLEGE FOR WOMEN,  
KHANPUR KALAN

**Tender for Hemodialysis Machine, Dialysis Chair & Water Treatment  
Plant**

Tender Enquiry No.

Dated:

(FOR OFFICE USE ONLY)

This Tender Form is sold to

M/s \_\_\_\_\_

On \_\_\_\_\_ for Hemodialysis Machine, Dialysis Chair & Water  
Treatment Plant

Against Tender Enquiry No. \_\_\_\_\_

Vide Receipt No. \_\_\_\_\_

Dated \_\_\_\_\_

Signature and stamp of issuing authority

Cost of tender Set (also applicable for downloaded tender): Rs.2000/- payable only by  
DD/Cash/Bankers Cheque/Pay Order(Non-Refundable) in favour of the DIRECTOR,  
B.P.S.GOV'T. MEDICAL COLLEGE FOR WOMEN, KHANPUR KALAN.

**NOTICE INVITING TENDERS**

1. Director General Medical Education & Research ,Haryana, Panchkula, Hereby invites tenders from eligible bidders for the supply & installation of Hemodialysis Machine, Dialysis Chair & Water Treatment Plant.
2. The tender can be collected from the office of Director, BPS, Govt. Medical College for Women, Khanpur Kalan (Sonapat) on cash payment of **Rs.2000/-** and the complete document along with earnest money to be deposited at the same office. Tenders not accompanied by the earnest money in the tender document will be straightway rejected.
3. **The schedule of major activities in this regard is as under :-**

<b>Particulars of tender</b>	<b>Last Date of collection of tender</b>	<b>Last Date for tender submission</b>	<b>Tender opening &amp; technical evaluation</b>	<b>Tender opening and Financial bid</b>	<b>Venue for Tender</b>
Tender No. 33/H/Machine /13-14	12.3.2014 (3:00 p.m.)	13.3.2014 (3.00 p.m)	14.3.2014 (2:00 p.m)	14.3.2014 (2:00 p.m)	Director, BPS, Govt. Medical College for Women, Khanpur Kalan (Sonapat).

4. All interested bidders are advised to attend the tender opening as per the above schedule, as some modifications in schedule of requirements or some other aspects related to above procurement can be conveyed.
5. **All requisite documents must be attached with the bid. No further opportunity will be given for submitting any document after the opening of bid and bids will be evaluated on the basis of documents submitted along with the bid.**
6. In case, the tender opening day is declared a holiday for Haryana Government offices then the next working day will be treated as receipt and opening day with the time and venue unchanged.
7. **Director, B P S Government Medical College for Women, Khanpur Kalan (Sonapat)** reserves the right to accept or reject any or all the bid(s) without assigning any reason.

**Director**

**TENDER FORM****INSTRUCTIONS TO TENDERERS**

1. Quotations must be enclosed in properly sealed envelope addressed **Director, B P S Government Medical College for Women, Khanpur Kalan (Sonapat)** by designation and not by name. The quotation must be superscribed **“Quotations against Tender Notice tender No.33/H/Machine/13-14 due on 13.3.2014 (3:00 p.m.) (as called for in tender notice)”** The quotations must reach in the office of Director, BPS, Govt. Medical College for Women, Khanpur Kalan (Sonapat) before the last date mentioned in the tender notice.
2. In the event of quotations being submitted by a firm, it must be signed separately by each member thereof or in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing him to do so, or in the case of company the quotations should be executed in the manner laid down in the said Company’s Articles of Association. The signatures of the quotations should be deemed to be authorized signatures.
3. All the columns of the quotations form shall be duly, properly and exhaustively filled in. The rates and units shall not be overwritten. Quotations shall always be both in the figures and words. The words “No quotations should be written across any or all the items in the schedule for which a tenderer does not wish to tender”.
4. Any Omission in filling the columns of “Units” and “Rates” shall together debar a quotation from being considered.
5. All corrections must be signed by the tenderers.
6. The tenderers shall deposit earnest money as mentioned against the document in the form of call deposit receipt pledged to **Director, BPS, Govt. Medical College for Women, Khanpur Kalan**. The earnest money must accompany the tender form without which the offer will not be considered. The said amount will be regarded as forfeitable to Director, BPS, Govt. Medical College for Women, Khanpur Kalan if the successful tenderer fail to supply the goods within the time fixed by the authority.
7. The DGMER will have the right to reject all or any of the quotation without assigning reasons.
8. No tender will be considered unless and until all the documents are properly signed.
9. The quotations will be regarded as constituting an offer or offers open to acceptance in whole or in part at the discretion of DGMER.
10. In the event of tender being accepted the quotations will be converted into contract, which will be governed by the conditions in the document read with these instructions.
11. Equipment/ machinery should be CE /FD Approved wherever applicable and physical demonstration of equipment / machinery is must before opening of Financial bid.

Director, BPS Government Medical College for Women, Khanpur Kalan (Sonepat) reserves the right to reject all/ any offers without assigning any reason whatsoever.

**I/we hereby quote to supply** the goods and materials specified in the underwritten schedule in the manner in which and within the time specified as set forth in the supply order at the rates given in Schedule below. **The conditions on page 3 to 16 will be binding upon me/us** in the event of the acceptance of my/our tender. I/we herewith enclose deposit receipt for a sum of Rs.....as security money and should I/we fail to execute an agreement embodying the said conditions and deposit security as laid down in the form within 10 days of the acceptance my/our tender. I/we hereby agree that the above sum of security money shall be forfeited by the DGMER.

**Read and accepted.**

**Signature of the Tenderer**

**SCHEDULE 'A'**

Sr. No.	Name of the Item	Qty. Required	Rate	Amount
1	Hemodialysis Machine	1		
2	Dialysis Chair	1		
3	Water Treatment Plant (WTP) With capacity 1000 Litre/Hour Post RO Water	1		

**ANNEXURE - I**

**(Sr. No. 1) Specifications for Hemodialysis Machine**

**Technical Specifications:**

Sr. No.	Make/model
1	Machine should have facility for Acetate, Bicarbonate and sequential dialysis
2	Cab be linked to patient data Management System and should be upgradeable to future development
3	Should have facility for conventional and high flux dialysis
4	Battery backup for at least 30 min to run complete machine with heater supply
5	Should have Na, Bicarbonate and UF profiling
6	Dialysate temp selectable between 35-39 degree Celsius.
7	Variable conductivity between 12-15.
8	Should have dialysate flow 250-800ml/min.
9	Heparin pump with syringe sizes up to 50ml and pump rate of 1-10ml/hr.
10	Stroke pressure operated short term single needle dialysis.

11	UF 0.1-2.5 litre/hr. The in and out fluid circuit must be separated so that there is no chance of contamination in case of membrane rupture.
12	Treatment parameter should be displayed by graph and digitally both.
13	Should have integrated heat and chemical disinfection.
14	Should have accurate feedback control conductivity mixing technique.
15	Should have drain facility.
16	Should have accurate UF control by flow measurement technique.
17	Extra facilities like blood volume sensor, Bicab select technique and online clearance (optional)
18	All important data should be present so that the machines can be used anytime without feeding data every time.
19	Should have automatic test facility.
20	Should have auto on off facility.
21	Should have touch button screen.
22	Easy to service, trouble shoot and calibrate.
23	Machine can be connected to computer to feed all data and trouble shoot and calibrate.
24	Blood pump rate from 20-500ml/min adaptable to all standard AV blood lines.
25	Audio visual alarms on limit violation of conductivity, blood leak, air leak, transmembrane pressure alarms, dialysis temp alarms, dialysis can empty alarm, end of disinfection alarm, bypass alarm, and blood pump stop alarm.
26	Alarm for reverse Ultra filtration.
27	The unit shall be capable of being stored continuously in ambient temperature of 0-50 deg C and relative humidity of 15-90%.
28	The unit shall be capable of operating continuously in ambient temperature of 10-40 deg C and relative humidity of 15-90%.
29	Power input 220-240 VAC, 50HZ fitted with Indian plug.
30	UPS of suitable rating with voltage regulation and spike protection for 60 minutes back up.
31	Should have FDA, CE, UL and BIS approved product.
32	Manufacturer/Supplier should have ISO certification.
33	Shall comply with IEC 60601-2-16 safety requirements of medical electronic equipment part requirement for HD machines.

34	Comprehensive warranty for 5 years and 5 years AMC after warranty supported by principle manufacturers.
35	Comprehensive training for staff and support services till familiarity with the system.
36	User/technical/maintenance manuals to be supplied in English.
37	Certificate of calibration and inspection.
38	List of equipments available for providing calibration and routine preventive maintenance support. As per manufacture documentation in service/technical manual.
39	List of important spare parts accessories with their part number and costing.
40	Log book with instructions for daily, weekly, monthly and quarterly maintenance checklist. The job description of the hospital technician and company engineer should be clearly spelt out.

**(Sr. No. 2) Specifications for Dialysis Chair**

**Technical Specifications:**

<b>Sr. No.</b>	<b>Specification</b>
1	Should be ergonomically designed and comfortable to the patient.
2	Should allow the patient to rest in full sitting and lying position.
3	Should have electronically controlled adjustment for back section, leg section and height.
4	Should have a patient hand set with controls for all positions.
5	Arm set should fold to allow side entry of the patient.
6	Seat cushion should be removable, made of proper density foam and should have smooth surface for easy hygiene and cleaning.
7	Frame should be made up of corrosion free galvanized steel with powder coating and should have four 150mm dia swiveling castor wheels of which the front two should be lockable.
8	Should be able to withstand a maximum load of 150kg.
9	Should have facility for online weight measurement (optional).
10	Should have detachable drip stand and a tray table.

11	Power input 220-240 VAC, 50HZ fitted with Indian plug.
12	Should have FDA, CE, UL and BIS approved product.
13	Manufacturer/Supplier should have ISO certification.
14	Comprehensive warranty for 2 years and 5 years AMC after warranty supported by principle manufacturers.
15	All electrical actuators and mechanisms should be housed inside the structure making the product safer.
16	User/technical/maintenance manuals to be supplied in English.
17	Certificate of calibration and inspection.

**(Sr. No. 3) Specifications for Water Treatment Plant (WTP) with capacity 1000**

**Litre/Hour Post RO water**

**Technical Specifications:**

1. It should have capacity to produce 1000 Litre/Hour post RO water.
2. Should be of Microprocessor based double pass RO system.
3. It should have Raw water tank (12000 litres capacity), Multi grade Filter, Iron removal, Charcoal (twin) Filter, softener, Reverse Osmosis, Ultra Violet Steriliser, RO water Storage tank of 1500 litres (stainless steel with conical bottom and heater to heat water up to 100 degree C with thermal insulation jacket & twin delivery pump (should be of stainless steel) etc. and should have internal plumbing for post RO water supply to each machine by Food grade PVC pipeline with character to sustain heat up to 93 degree centigrade for heat disinfection. (The pre-Treatment and RO System should be fully automatic)
4. Should have pre RO micron filter for bacterial protection.
5. It should have Rines and Flush facility for the membrances in R.O. Unit.
6. It should have Conductivity meter, Pressure Gauge, Flow indicator.
7. There should be adjustments for output for water saving depending on the number of machines in use.
8. Should have BIS standard/for assembled component the quality standard should be as per approval of appropriate standard authority related to used component.
9. It should have Stainless Steel Connectors for Water Outlet at Dialysis machine connection points.

- 10. The Chemical, contaminants, endotoxin and microbial tests of post R.O. water should pass AAMI standards.
- 11. The pipeline for RO water supply along with the connectors and the drainage pipe materials will be supplied by the RO vender to the person responsible for the Turn key project of the Dialysis unit. The maintenance of the pipeline will be done by RO supplier.
- 12. Should carry warranty of 1 (one) year.

Optional:

- Should have display for supply and temperature of Permeate & for Raw Water.
- It should have fully automatic disinfection system.

**E. & O.E.**

All rates for deliver for.....

Date the.....Day of .....

Signature.....

Address.....

**N.B** : Please do not forget to fill in the all the above columns.

**SCHEDULE 'B'**

**Conditions of Contract**

- 1. This contract is to last **from.....to.....**but in the event of any breach of the agreement at any time on the part of the contractor may be terminated summarily by the Director General, Medical Education & Research, Haryana Panchkula without compensation to the Contractor.  
Any change in the constitution of the firm shall be notified forthwith by the contractor in writing to the DGMER and such change shall not relieve any former member of the firm from any liability under the contract.

No new partner/partners shall be accepted in to the firm by the contractor in respect of this supply unless he/they agree to abide by all its items, conditions and deposit with the officer sanctioning the supply a written agreement to this effect.

The contractor's receipt of acknowledgement or that of any partners subsequently accepted above shall bind of them and will be sufficient discharge for any of the purposes of the supply.



2. The contractor will supply nothing but genuine articles described in column 2 of schedule 'A' from time to time in such quantities as may be entered in the indents sent at the rates set forth in column 3 for schedule "A" for use in the institution.
3. The articles to be supplied under this order will be of the quality which is equal and answerable in every respect to the specifications given in the list accompanying the tender approved by DGMER. The contractor shall be responsible for all complaints as regards the quality. In case of dispute regarding quality for articles, the decision of the DGMER will be final and binding on the contractor. It will open to the DGMER to send samples submitted by the tenderer/contractor to any laboratory for chemical analysis and the cost thereof will be borne by the tenderer /contractor.
4. The contractor will be responsible for damage or loss in transit and replace goods broken or **lost within 14 days** from the notice thereof.
5. Unless when specially ordered otherwise in the order accompanying the indent all goods must be dispatched **within 14 days** for the receipt of indent by the contractor.
6. Condition as to time for performance whether laid down in the supply order or not shall be regarded as the essence of the contract.
7. The DGMER or any other officer of person duly authorized in writing by the DGMER shall have the power to inspect the stores, before during or after manufacture, collection, dispatch, transits or arrival & to reject the same of any part or portion, if he or they be not satisfied that the same is equal or according to the sample submitted by the contractor. The contractor shall not charge or be paid for supplied reject as above and claim nor be entitled to payment for any damage that rejected supplies may suffer from any harm whatsoever incidental to a full and proper examination and test of such supplies. Government shall be under no liability whatever for rejected supplies and the same will be at the contractor's risk. Rejected supplies shall be removed by the contractor **within 14 days** after notice has been issued to him so such rejection, and failing such removal rejected goods will be at contractor's risk and the DGMER/Medical Superintendent of BPS, Medical College for Women, Khanpur Kalan, Sonapat, may charge the contract rent for the space occupied by such rejected goods.
8. Packing cases, containers, gunny packages etc. which may be used for purposes of packing etc. which are delivered with stores will not be returned or paid for unless specially stipulated and then also at contractor's expense.

## 9. Transportation

- i) With every dispatch of goods or materials, under this contract, invoices in triplicate will be prepared by the contractor to be sent to the DGMER & one copy will be returned with the quantities or number received duly noted thereon.
- ii) Railway receipt will be forwarded to the consignee immediately after dispatch of store should any demurrage charges be incurred owing to delay on the part of the contractor forwarding the railway receipt, the amount of such charges will be deducted from their bill.
- iii) The contractor shall dispatch material "Freight Paid" in all cases where the offer is **F.O.R.** destination.
- iv) All dispatch by rail will be made at railway risk (except where rates quoted are F.O.R./destination) or as per instructions in the supply order. This is subject to the condition that the materials are securely packed by the suppliers in sound containers

and the consignment is accepted by the carriers without any adverse remarks as to the packing or the condition of the containers. In case of any adverse remarks, the responsibility for the losses in transit will rest with the suppliers. Subject to these conditions contractor will not be entitled to charge or be paid for supplies broken, lost or damaged in transit. The DGMER/Director of BPS, Medical College for Women, Khanpur Kalan, Sonapat, will be the authority to determine whether or not the breakage, loss or damage was caused through the contractor's negligence and the decision of the DGMER or some other officer acting on his behalf shall be final and conclusive against the contract. **Such rejected supplies shall be removed by the contractor at his own expense.**

- v) If during the currency of the contract the specifications of any article or articles to be supplied there undergo change the contractor shall continue to comply with demands for the supply of the said articles in accordance with new specifications at rates to be mutually agreed to in writing at the time of such change. In default of such agreement, the contract in so far as it relates to the said articles or articles under respect of which no agreement has been arrived at, shall terminate but no such change shall affect the supply of any other articles under the contract or entitle the contractor to any compensation.
10. In the event of withdrawal or discontinuance of any article and consequent ceasing of or reduction in demand, the contractor shall not be entitled to any compensation. The DGMER/ Director of BPS, Medical College for Women, Khanpur Kalan, Sonapat, will, however make all reasonable endeavours to give warning of any impending complete withdrawal or of any reduction seriously affecting quantities likely to be required under contract.

## 11. Penalty clause

- a) The time and date of delivery of dispatch stipulated in a supply order shall be deemed to be the essence of the contract and should contractor fail to deliver or dispatch any consignment within the period prescribed for such delivery or dispatch stipulated in the supply order, the delayed consignment will be **subject to 2% penalty per consignment** per month recoverable on the value of stores supplied. In case of Non-supply by the contractor, recovery will be made from his pending bills or amount of Earnest Money deposited with DGMER, Haryana Panchkula. His security deposit will also be forfeited.
- b) No recovery of penalty will be made if the indenting Officer accepts the delayed supplies by extending the delivery **period up to 2 weeks** by recording in writing that the exceptional circumstances were beyond the control of the supplier and there was no loss to Government.
- c) Where the delay on the part of supplier is of **more than 2 weeks** the matter of extension of delivery period will be referred by the indenting Office to the DGMER with a certificate that there are genuine reasons for delay on the part of supplier and that no loss will result to the BPS Medical College for Women, Khanpur Kalan, Sonapat. In case extension in delivery period is allowed, the case will be decided on merits by the DGMER.

- d) On the failure of the supplier to make supply with extended period or otherwise and the receipt of such information in the office of Director General Medical Education & Research Haryana Panchkula, risk purchase at the cost of suppliers will be made by the DGMER within 6 months of the expiry of the stipulated delivery period by inviting short term quotations from other known suppliers. The difference of excess cost thus incurred will be recovered from the suppliers from his pending bills, Earnest Money or security whichever is available. The procedure will be adopted after serving registered notice to supply **stores within 15 days**.
12. The contractor acknowledges that he had made himself fully acquainted with all conditions and circumstances under which the supplies required the contract will have to be made or furnished and with all the terms, clauses, conditions, specifications and other details of the contract and the contractor shall not plead ignorance of any of those as excuse in case of complaint against or rejection of supplies tendered by him or with a view either asking for enhancement of any rates regarding the contract or for evading any of his obligations under the contract.
13. No payment will be made in **advance** for any supplies under this order.
14. The contractor shall not:
- (a) Assign or sublet contract without written approval of the officer sanctioning the contract.
  - (b) Disclose details of the conditions governing this contract to unauthorized persons.
  - (c) In the event of the contractor failing duly and properly to fulfill or committing breach of any of the terms and conditions of this contract or repeatedly supplying goods liable to rejection hereunder or failing, declining, neglecting/delaying to comply with any demand or requisition or otherwise not executing the same in accordance with the terms respect of this contract or any other contract entered into by the contractor or any of his partner or representatives thereof with the DGMER directing, giving promising or otherwise to any person in the employment of the DGMER in any way relating to such officers or person or persons office or employment or if the contractor or any of his partners become insolvent or apply for relief as insolvent debtor or commence any insolvency proceedings or make any composition with his/their creditors or attempts to do so then without prejudice to the DGMER, Haryana Panchkula rights and remedies otherwise, the DGMER, Haryana Panchkula shall be entitled to terminate this contract forth with and to blacklist the contractor and purchase or procure or arrange from Government stocks or otherwise at the contractor's risks at the absolute discretion of the DGMER as regards the manner, place or time of such purchases or such supplies have not been supplied or have been rejected under this agreement or are required subsequently by the BPS Medical College for Women Khanpur Kalan, Sonapat, there under and in case where issues in replacement are made from Government's stock or supplies, the cost or value of such stocks or supplies together with all incidental charges or expenses, shall be recoverable from the contractor on demand and the contractor shall not be entitled to benefit from any profit which may thus accrue the Government/ BPS Medical College for Women Khanpur Kalan, Sonapat,. The termination of this contract in whole or part under these

conditions shall be affected by the acceptance, meanwhile or subsequently, or supplies accepted or made at any station whether in ignorance of the termination or otherwise.

15. If any question, difference or objection whatsoever shall arise, in any way connected with or arising out of this instrument or the meaning or operation of any part thereof or the rights: duties or liabilities of either party than save in so far as the decision of any such matter herein before provided for and has been so decided that every such matter including whether its decision has been otherwise provided for and or whether it has been finally decided accordingly or whether the contract should be terminated or has been rightly terminated in whole or part and as regards the rights and obligations of the parties as a result of such termination shall be referred for arbitration to any officer appointed by DGMER and his decision shall be final & binding and where the matter involves a claim the amount if any awarded in such arbitration shall be recoverable in respect of the matter so referred.
16. If the price of a contracted article is controlled by Government the payment will in no case be made at higher rate than the controlled rate.
17. Vender should demonstrate the instrument before supplying to the institute.
18. Payment to the firm will be given after complete delivery of order and after receiving the report of satisfactory installation/working of the equipment.
19. **Security Deposit/ Performance Guarantee Fees :**

The successful bidder must deposit the Performance security @ 10% of the ordered value in the form of call deposit receipt pledge to the Director, BPSGMC for Women, Khanpur Kalan, Sonapat.

The Performance security would be kept up to the period of warranty.

Failure to provide the security for performance within the specified time shall be cause for cancellation of the award and forfeiture of the EMD.

The said deposit would be forfeited, if the supplies are not made as per the Terms & Conditions of the purchase order. The security deposit amount will be refunded without any interest after the expiry of 2 Year warranty period, subject to satisfactory execution / performance of the systems. If the performance of the firm found unsatisfactory, the period will be extended for one year.

20. **Comprehensive Maintenance Contract: (Optional on BPSGMC for Women, Khanpur Kalan, Sonapat part)**

The bidder may enter into a Comprehensive maintenance contract @ 5% of cost of items for a period of 5 years excluding 2 years warranty period during execution of the order. Offer without such CMC shall not be considered. Order shall be placed on

bidders who agree to offer such an CMC to BPSGMC for Women, Khanpur Kalan, Sonapat / end user. The payment of annual maintenance charges for the Comprehensive Maintenance Contract would be contingent upon the functionality of the system as certified by BPSGMC for Women, Khanpur Kalan, Sonapat authorized personnel.

The payment shall be made on the completion of the year of maintenance and duly certified for functioning of the systems.

## **ANNEXURE 'A'**

### **CONDITIONS WITH TENDER FORM**

1. Trade discount should be quoted separately.
2. Offer with price variation clause will not be accepted.
3. Sales Tax, Inter State Tax or any other chargeable Excise Duty/Custom Duty must be specifically mentioned separately, otherwise offer will be considered inclusive of all such taxes.
4. Any tender which is not on the proper tender form and received late may not be considered.
5. No offer will be considered unless accompanied by prescribed earnest money, except in case of firms registered with the Director, Supplies and Disposal, Haryana.
6. The conditions of contract (Schedule 'B') attached to the tender form be returned duly signed along- with the Schedule 'A' and in case of non compliance the tender may be ignored.
7. Tender which are not strictly according to the specifications laid down in the Schedule 'A' will not be considered. Unless a deviation from the specification/Delivery period given in Schedule 'A' is pointed out by the tenders specifically. It will be presumed that offer confirms to the specifications/delivery period as laid down in the Schedule 'A'.
8. Tender must be supported by a sample where asked for, failing which it will not be considered.
  - b) The tender should clearly state that the sample submitted confirms to the specification laid down in the Schedule 'A' failing which tender will not be considered.
  - c) In case the date of opening falls on Holiday, Gazetted or subsequently declared the tender will be opened on the next working day following the close day.
9. 90% payment can be made through bank against R/R supported with satisfactory inspection note and balance within 30 days of receipt of stores provided the stores are booked at railway risk. The bank commission shall be borne by the contractor.

10. Prices should be for supply of the material in safe conditions F.O.R. destination failing which offer may be ignored.
11. The DGMER, Haryana Panchkula, does not bind himself to accept the lowest tender and reserves to himself the right to reject any or all tenders without assigning any reasons.
12. All disputes will be settled within the Jurisdiction of the DGMER, Haryana Panchkula.
13. The quotations will be regarded as constituting an offers open to acceptance on whole or in parts or parts till the date as indicated in the Schedule 'A'
14. The offers should be typed or written in Ink. Offers in the pencil may be ignored.
15. The firm registered under quality marking Scheme in Haryana State should furnish attested copies of their registration certificate for the tendered goods in supports of their registration for such goods.
16. Preference would be given to the Haryana Quality Marked goods and goods certified under ISI certification Marking Scheme.
17. The samples/test report wherever required shall be submitted by the date and time fixed for the receipt of the tender, samples received after fixed time and date may be ignored. This condition will also be applicable to outside tenderers.
18. The registration certificates of which attested copies are attached with quotations should be certified by the tenderers to be valid on the day of opening of tenders.
19. An under taking should also be given by the tenderers to the effect that if validity of the registrations certificate expired after the day by opening of the tenders due to closing of the factories or some other factors, they shall report the fact to this office immediately.
20. In case where the tenderers offers machinery and equipment for which license is required under the industries (Development and Regulation) Act. 1957, it would be certified by him that he is in possession of such valid license on the date of opening of the tenders under the aforesaid Act, for the manufacturer of machinery and equipment so offered if he is a manufacturer. If he is not a manufacturer, it should be certified that he is an authorized representatives of licensed manufacture quoting the name and address of such License holder and the license number.
21. The tenderer will give complete addresses of its sister concerns along with name of partners with their complete address (es) and extent of share.
22. It should also be ensured that the tender/quotations has been signed by an authorized person. His name, designation and address should be given in capital letters.

23. Offers are to be submitted in duplicate along with only tender form. Offers not received in duplicate may be ignored. The duplicate copy of the offer should be carbon copy of original tender and it must tally in all respects with the original.

### **IMPORTANT INSTRUCTIONS OF TENDER NOTICE**

1. Please quote the name of the manufacturer and also mention. Trade/Brand name of your products.
2. Please quote your rates only if you are manufacturer/authorized distributor/dealer of item to be quoted by you.
3. Certificate from original manufacturer to this effect may be attached that the "Rates charged by you are not higher than the rates being charged from any other Government/Semi Government/Autonomous bodies DGS&D, New Delhi."
4. Tenders received late will not be considered.
5. Rates quoted should be F.O.R. BPS Medical College for Women Khanpur Kalan, Sonapat.
6. **Earnest money of is Rs.50,000/- in the** shape of Demand Draft in favor of the Director, BPS Medical College for Women Khanpur Kalan, Sonapat Payable at Gohana should be attached with the tender document.
7. Tenders not accompanied with requisite earnest money/tender fee will be rejected.
8. Earnest money already deposited against any previous tender will not be considered.
9. Quantity can be increased/decreased.
10. All cutting/over-writing in the tender should be attested by the tender with his signature.
11. Literature/Catalogue for all the quoted items/equipments should be attached with the tender.
12. Cost of installation and commissioning charges, if any, may be mentioned. The firm should also mentioned whether any infrastructural facilities are required for installation of their equipment e.g. Water, 3 phase electricity, AC or any P.W.D. work etc.
13. The firm should give year wise rates of **Annual Maintenance Contract** for equipments costing more than Rs.10,000/- and should agree to provide such maintenance for ten year after expiry of Guarantee period.
14. The firm should give rates of spares/consumable which are likely to be used during next ten years.

15. The firm should submit a latest authority letter from the original manufacturer of equipment. Authority letter older than one year will not be considered.
  16. For Medical equipment the firm should submit a list of user organizations and should submit a certificate of satisfactory performance and after sales service from such organizations.
  17. **Delivery period:** Tenderers should quote earliest delivery period but not; exceeding **8-12 weeks**. If delivery period is given more than 8-12 weeks then rates can be ignored.
  18. For imported equipments the firm should also quote rates in Indian Rupees and should agree to take payment after receipt and satisfactory installation of machine. None manufacturing in India (NMI certificate) and Custom Duty Exemption Certificate (CDEC) **will be provided by this Institution**. Rates quoted should be F.O.R, BPS Medical College for Women Khanpur Kalan, Sonapat and custom clearance will be got done by the firm.
  19. Conditional tenders will not be accepted and rates quoted should valid upto 180 days from the date of opening of Tender. Withdrawal of rate, amendments/modifications during the validity period of rates shall be considered as unfussiness like behavior which will result in forfeiture of earnest money and/or penal actions such as debarring of firm for further business.
  20. Tenderer should demonstrate the equipment before sending to the institute.
- Note:** If these conditions are not fulfilled their/your tender is likely to be ignored.



