

अखिलभारतीयआयुर्विज्ञानसंस्थान, बीबीनगर, हैदराबाद
ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BIBINAGAR, HYDERABAD
An INI under the aegis of Ministry of Health & Family Welfare, Govt. of India

Tender No. AIIMSBBN/Proc/RC/2026-27/ Consumables/ SEBIA Make MINICAP



**Notice Inviting Tender for Supply of reagents and consumables for SEBIA Make MINICAP
Capillary electrophoresis system in Clinical Biochemistry Laboratory for a period of 02 years on
rate contract basis at
All India Institute of Medical Sciences, BIBINAGAR**

DISCLAIMER

This Tender is not an offer by the All-India Institute of Medical Sciences, Bibinagar but an invitation to receive offer from vendors/bidders. No contractual obligation whatsoever shall arise from the tender process unless and until a formal contract is signed and executed by duly authorized Officers of the All-India Institute of Medical Sciences, Bibinagar with the vendor/ bidder

BIBINAGAR, Yadadri Bhuvanagiri District, TELANGANA – 508 126

Website: <https://aiimsbibinagar.edu.in>
Tendering Portal: www.eprocure.gov.in/eprocure/app
Email: procurement@aiimsbibinagar.edu.in

Tender Notice

TENDER NOTICE

Supply of reagents and consumables for SEBIA Make MINICAP Capillary electrophoresis system in Clinical Biochemistry Laboratory for a period of 02 years on rate contract basis

Tender No. AIIMSBBN/Proc/RC/2026-27/ Consumables/ SEBIA Make MINICAP

Critical Data Sheet	
Mode of Tender	E-Tender
Type of Bid	Single Cover Bid
Tender Publishing Date	18-05-2026
Last date and time for submission of Tender	15-06-2026
Date of opening of tender	16-06-2026
EMD	Rs. 2,00,000
Performance Security Deposit	5% of total contract value
Validity of Bid	180 days from the date of bid opening date.
Period of Contract	Two years from the date of supply order

The Executive Director, AIIMS BIBINAGAR invites tender for supply of **reagents and consumables for SEBIA Make MINICAP Capillary electrophoresis system in Clinical Biochemistry Laboratory for a period of 02 years on rate contract basis** at AIIMS, Bibinagar. The tender shall be processed through the Government of India e-Procurement Portal: www.eprocure.gov.in Tender documents are also available on the Institute website: <https://aiimsbibinagar.edu.in/> Bidders are required to submit bids online only by uploading all mandatory documents through the e-procurement portal. No manual bids will be accepted.

Bidders are advised to carefully examine all instructions, forms, terms, and specifications contained in the bidding documents. The bid must be complete, precise, and in the prescribed format. Failure to furnish all required information or submission of a non-responsive bid may result in rejection at the bidder's risk.

Procurement under this tender shall be governed by the Public Procurement (Preference to Make in India) Order, 2017, issued by MoC&I (DIPP), Government of India, along with subsequent amendments. Bidders claiming benefits under the said order must submit relevant documentary evidence in support of their claim.

All costs associated with the preparation and submission of the bid shall be borne by the bidder. AIIMS Bibinagar shall not be responsible or liable for any such costs, irrespective of the outcome of the bidding process. The Executive Director, AIIMS Bibinagar, reserves the right to accept or reject any bid, in full or in part, without assigning any reason.

Conditional bids and manual bids shall not be accepted under any circumstances and will be rejected outright.

TECHNICAL BID DOCUMENTS FOR BIDDER ELIGIBILITY

The following documents are required to upload by the Bidder along with Technical Bid as per the tender document:

1. Signed and scanned copy of duly attested copy of PAN, GST and Firm registration certificate
2. Scanned copy original EMD
3. Signed and Scanned copy of Tender Acceptance letter “Annexure-I”
4. Signed and Scanned copy of profile of the organization “Annexure II”
5. Signed and scanned copy of proof of Status of Bidder: Manufacturer or Authorized Agent of the Manufacturer / Whether Public Undertaking / Public Ltd. / Private Ltd. Company / Proprietary Firm. – Annexure-III”
6. Tenderer must provide evidence of 3 years’ market experience.
7. Proof of supply of similar items to any Central Govt. / State Govt. / PSU / Semi Govt / Reputed Private institutions and preferably in Govt. hospitals and user list of at least 5 users must be uploaded with relevant documents and Annexure VI
8. Copy of Balance sheets, Turnover and profit loss statements for last three successive years duly certified by the Chartered Accountants of bidder as well as OEM Annexure–VIII. The average bidder turnover for the last three years should not be less than Rs. 25,00,000/-. The average OEM turnover for the last three years should not be less than Rs. 2,00,00,000
9. Income Tax Return of last three years should be uploaded.
10. Signed and Scanned Copy of affidavit duly certified by the notary that the bidder has never been black listed or punished by any court for any criminal offence / breach of contract and that no police / vigilance enquiry / criminal case is pending against either bidder legal entity or against individual Directors of the company or partners etc. of the firm etc. as per “Annexure-VII”.
11. Deviation Statement “Annexure-IX”
12. OEM must be an BIS / ISO certified company
13. Relevant brochure / catalogue pertaining to the items quoted with full specifications etc.
14. Technical Specifications Compliance Report.
15. Signed & scanned copy of Price Justification “Annexure-X”.

Note: Bidders are requested to upload the clearly visible documents only, otherwise failing which the offer shall be liable for rejection without any further communication.

PRICE BID

Price bid in the form of BOQ_XXXX.xls

The below mentioned Financial Proposal / Commercial bid format is provided as BOQ.xls along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BOQ.xls as it is, quote their offer / rates in the permitted column and upload the same in the commercial bid. Bidder shall not tamper / modify downloaded price bid. template in any manner. In case if the same is found to be tampered / modified in any manner, tender will be completely rejected.

THE SCOPE OF WORK/SCHEDULE OF REQUIREMENT
SCHEDULE OF REQUIREMENT

S.No.	Item Description	Qty Required
1	reagents and consumables for SEBIA Make MINICAP Capillary electrophoresis system in Clinical Biochemistry Laboratory for a period of 02 years on rate contract basis at AIIMS, Bibinagar	As per Below

SI No	Name of the product	Product code
1	MINICAP PROTEIN (6) (CAT NO-2203) PACK SIZE 2X250 ML	2203
2	MINICAP HEMOGLOBIN(E) (CAT NO-2207) PACK SIZE-2X250mL	2207
3	MINICAP IMMUNOTYPING (CAT NO-2300) PACK SIZE- 1.1ML	2300
4	CONTROL SERA NORMAL (CAT NO- 4785)	4785
5	HYPERGAMMA CONTROL (CAT NO-4787) PACK SIZE- PACK OF 5X1	4787
6	IT/IF CONTROL (CAT NO-4788) PACK SIZE-1ML	4788
7	HB AFSC CONTROL (CAT NO-4792) PACK SIZE - VIAL OF 1ML	4792
8	CAPICLEAN (CAT NO-2058) PACK SIZE-BTLOF 25 ML	2058
9	CAPIPROTECT (CAT NO-2061) PACK SIZE-2X5L	2061
10	MINICAP HEMOGLOBIN (E) MAXI-KIT	2227
11	MINICAP PROTEIN (E) 6 MAXI-KIT	2223
12	CAPILLARYS DIALYSYS SYSTEM (24)	9200
13	CAPILLARYS/MINICAP URINE (48/96T)	2013
14	MINICAP HbA1c	2215
15	HBA1C CAPILLARY CONTROL MUTI SYSTEM (2)	4768
16	HBA1C CALIBRATORS (2)	4755
17	HBA2 NORMAL CONTROL (5x1 ML)	4778
18	CONTROL HBA2 PATHOLOGICAL (1 ML)	4779
19	CONICAL TUBE FOR RUNNING CONTROLS (20)	9202
20	MINICAP REAGENTS CUPS (125x3)	2281
21	Capillary Cartridge	10046286BS
22	Preventive Maintenance Kit	10052710S
23	Deutérium Lamp	10052370CS
24	8 Way Valve	10052720S
25	Sample Probe MINICAP FP	31004412BS
26	Tubing Kit MCFP	10052201BS

GENERAL INSTRUCTIONS TO BIDDERS (GIB)

1. Preamble:

a) Earnest Money Deposit:

EMD amounting to Rs. 1,15,000/- (Rupees One Lakh Fifteen Thousands Rupees only) (refundable to unsuccessful bidders after award of the contract). The payment shall be made in the form of Insurance security bonds, Account Payee, Demand Draft, Fixed Deposit Receipt, Bankers Cheque or Bank Guarantee from any commercial bank, may be drawn in the favor of “AIIMS Bibinagar – Receipts” or deposit /transfer to the following Bank Account details (Account no:66120100000006 , IFSC-BARBODBCHND, A/c Name- AIIMS Bibinagar – Receipts) or payment online in an acceptable form safeguarding the purchaser’s interest in all respects

b) The earnest money shall be valid for a period of sixty (45) days beyond the validity period of the tender. As validity period of Tender as per Clause 20 of GIT is 180 days, the EMD shall be valid for 225 days from Techno–Commercial Tender opening date.

c) The EMD should be furnished along with the Technical Bid. The original DD / EMD should reach GeM – Central Procurement Cell, 4th Floor, New Academic Block, AIIMS Bibinagar, Telangana – 508126 scheduled date & time for the tender. **Bids received without EMD or late will be rejected.**

Exemption:

Firms registered with NSIC / MSME (for sales & service of similar items) are exempted from submission of EMD (subject to the financial limits indicated in the NSIC certificate). Govt. of India / State Government Departments / Undertakings are also exempted from EMD. However, the respective firms / departments have to submit the relevant certificate (NSIC / MSME etc.) and financial limit to avail this exemption.

i) Eligibility of Bidders:

This invitation of Bids is open to reputed foreign / Indian manufacturers / direct importers / registered / authorized suppliers. Before formulating the tender and submitting the same to the purchaser, the bidder should read and examine all the terms, conditions, instructions, checklist etc. contained in the Tender documents. Failure to provide and / or comply with the required information, instructions etc. incorporated in this tender document may result in rejection of its tender.

ii) Availability of Fund:

Expenditure to be incurred for the proposed purchase will be met from the funds available with the purchaser / consignee.

iii) Language of Tender:

The tender submitted by the bidder and all subsequent correspondence and documents relating to the tender exchanged between the bidder and the purchaser shall be written in English language, unless otherwise specified in the Tender Enquiry. However, the language of any printed literature furnished by the bidder In connection with its tender may be written in any other language provided the same is

accompanied by an English translation and, for purposes of interpretation of the tender, the English translation shall prevail.

iv) The tender submitted by the bidder and all subsequent correspondence and documents relating to the tender exchanged between the bidder and the purchaser, may also be written in the Hindi language, provided that the same are accompanied by English translation, in which case, for purpose of interpretation of the tender etc., the English translations shall prevail.

v) Tendering Expenses:

The bidder shall bear all costs and expenditure incurred and / or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and for subsequent processing the same. The purchaser will, in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.

vi) Corrigendum to Tender Documents:

- a) At any time prior to the deadline for submission of bids, the purchaser may, for any reason deemed fit by it, modify the Tender Enquiry Document by issuing suitable Corrigendum to it.
- b) Corrigendum in technical specification issued after pre-bid meeting will be final & no corrigendum will be issued thereafter.
- c) Corrigendum will be notified through <https://eprocure.gov.in/eprocure/app> and website of AIIMS Bibinagar i.e. www.aiimsbibinagar.edu.in.

vii) Clarification of Tender Documents:

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24 x 7 CPP Portal Helpdesk.

viii) Tender Currencies:

- a) The bidder supplying indigenous goods or already imported goods shall quote only in Indian Rupees (INR).
- b) Bids, where prices are quoted in any other way shall be treated as non-responsive and will be rejected.

ix) Tender Prices:

- a) The bidder shall indicate all specified components of prices shown therein on the Price Schedule provided in BOQ including the unit prices, applicable taxes and total bid prices of goods and services it proposes to supply against the requirement. The entire column shown in BOQ should be filled up as required. Cost per Test will be considered for Price evaluation.
- b) After due evaluation of the bid(s), the Institute will award the contract to the responsive bidder, who has quoted the lowest Price per test on cumulative basis as per category.

2. Additional Information and Instruction on Duties and Taxes:

If the bidder desires to get reimbursement for GST (Goods and Services Tax), it should have been mentioned in BOQ. If it is not mentioned in the BOQ, no reimbursement will be entertained.

3. Firm Prices:

The quoted rates must be valid for a period of 12 months from the date of agreement. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of

validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

4. One Principal / OEM cannot authorize two agents simultaneously for the same item against the same advertised tender enquiry.

5. **Contract Period:**

The rate contract for supply of Reagents & Consumables for a period of 02 years from the date of agreement.

6. **Bid Validity:**

a) The bids shall remain valid for acceptance for a period of 180 days (One Hundred and Eighty days) after the date of tender opening prescribed in the tender document. Any tender valid for a shorter period shall be treated as unresponsive and rejected.

b) In exceptional cases, the bidders may be requested by the purchaser to extend the validity of their tenders up to a specified period. Such request(s) and responses thereto shall be conveyed by email. The bidders who agree to extend the tender validity are to extend the same without any change or modification of their original tender and they are also to extend the validity period of the EMD accordingly. A bidder who may not agree to extend its tender validity after the expiry of the original validity period, the EMD furnished by them shall not be forfeited.

c) In case the day up to which the tenders are to remain valid falls on / subsequently declared a holiday or closed day for the purchaser, the tender validity shall automatically be extended up to the next working day.

7. **Scrutiny and Evaluation of Tenders:**

- Tenders will be evaluated on the basis of the terms & conditions already incorporated in the tender document, based on which tenders have been received and the terms, conditions etc. mentioned by the bidders in their tenders.

- The Purchaser will examine the tenders to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed & stamped.

- The Purchaser's determination of a tender's responsiveness is to be based on the contents of the tender itself without recourse to extrinsic evidence.

- The tenders will be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the Tender document. The tenders which do not meet the basic requirements are liable to be treated as non-responsive and will be rejected.

8. **Non-Responsive Tender:** Non-submission of the following are some of the important aspects for which a tender shall be declared non-responsive during the evaluation and will be ignored:

- a) Tender Acceptance Form as per Annexure-I (signed & stamped) not uploaded.
- b) Bid validity is shorter than the required period.
- c) Required Bid Security (amount, validity etc.) / Exemption documents have not been uploaded as per stipulated provisions.
- d) Bidder has quoted for goods manufactured by other manufacturer(s) without the required Manufacturer's Authorization Form as per Annexure-III.
- e) Bidder has not agreed to give the required Performance Security of required amount in an acceptable form for due performance of the contract.
- f) Bidder has not agreed to other essential condition(s) specially incorporated in the Tender document like terms of payment, liquidated damages clause, comprehensive warranty clause, dispute resolution mechanism, and applicable law.
- g) Poor / unsatisfactory past performance.
- h) Bidders who stand de-registered / banned / blacklisted by any Central Govt. Ministries
- i) Bidder has not agreed for the delivery terms and delivery schedule.

9. Discrepancies in Prices:

The Bidder(s) shall quote rate up to two decimals only. Bidder(s) are to note that only the first two decimals shall be considered for evaluation if the quotation is having more than two decimals.

10. Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders:

A. The purchaser's evaluation of a tender will take into account the following:

The Purchaser reserves the right to give price preference to small-scale sectors etc. and purchase preference to Central Public Sector Undertakings as per the instructions in vogue while evaluating, comparing and ranking the responsive tenders.

B. Criteria for Selection of Lowest Bid Vendor (L1):

- Vendors who qualify in the Technical Bid, the lowest financial bid for each item will be regarded as L1.
- In the situation where multiple vendors become L1 for different items, RC shall be done for those items with the specific L1 vendor irrespective of the total number of items to which the vendor is L1.

For example:

Out of 968 total items, Vendor A is L1 for 320 items, Vendor B is L1 for 240 items, Vendor C is L1 for 180 items and Vendor D is L1 for 228 items.

RC will be done with all vendors A, B, C and D for 320, 240, 180 and 228 items respectively.

- In the situation where two or more vendors become L1 for the same item(s), the contract will be given to all such vendors in equal proportion for supply of that particular item.

For example:

Item X has two vendors (Vendor A and Vendor B) as L1.

RC will be done for Item X with both vendors and whenever order is placed for Item X, 50% quantity shall be ordered to Vendor A and 50% quantity shall be ordered to Vendor B.

C. Purchase Preference to Local Suppliers:

In pursuance of Government of India Order No. P-45021/2/2017-B.E.-II dated 15/06/2017, purchase preference shall be given to local suppliers in all procurements undertaken by procuring entities in the manner specified hereunder:

a) In procurement of goods in respect of which the Nodal Ministry has communicated that there is sufficient local capacity and local competition, and where the estimated value of procurement is Rs. 50 lakhs or less, only local suppliers shall be eligible. If the estimated value of procurement of such goods is more than Rs. 50 lakhs, the provisions of sub-paragraph (b) or (c), as the case may be, shall apply.

b) In the procurements of goods which are not covered by paragraph 1(a) above and which are divisible in nature, the following procedure shall be followed:

i) Among all qualified bids, the lowest bid will be termed as L1

ii) If L1 bid is not from a local supplier, 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the local suppliers will be invited to match the L1 price for the remaining 50% quantity subject to the local supplier's quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such local supplier subject to matching the L1 price. In case such lowest eligible local supplier fails to match the L1 price or accepts less than the offered quantity, the next higher local supplier within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on local suppliers, then such balance quantity may also be ordered on the L1 bidder.

c. In procurements of goods not covered by sub-paragraph 1.a above and which are not divisible, and in procurement of services where the bid is evaluated on price alone, the following procedure shall be followed:

i) Among all qualified bids, the lowest bid will be termed as L1. If L1 is from a local supplier, the contract will be awarded to L1.

ii) If L1 is not from a local supplier, the lowest bidder among the local suppliers will be invited to match the L1 price subject to local supplier's quoted price falling within the margin of purchase preference, and the contract shall be awarded to such local supplier subject to matching the L1 price.

iii) In case such lowest eligible local supplier fails to match the L1 price, the local supplier with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the local suppliers within the margin of purchase preference matches the L1 price, then the contract may be awarded to the L1 bidder.

11. Exemption of small purchases: Notwithstanding anything contained in paragraph 1 above, procurements where the estimated value to be procured is less than Rs. 5 lakhs shall be exempt from this Order. However, it shall be ensured by procuring entities that procurement is not split for the purpose of avoiding the provisions of this Order.
12. Minimum local content: The minimum local content shall ordinarily be 50%. The Nodal Ministry may prescribe a higher or lower percentage in respect of any particular item and may also prescribe the manner of calculation of local content.
13. Margin of Purchase Preference: The margin of purchase preference shall be 20%.
14. Bidder's capability to perform the contract:
 - a) The purchaser, through the above process of tender scrutiny and tender evaluation, will determine to its satisfaction whether the bidder, whose tender has been determined as the lowest evaluated responsive tender, is eligible, qualified and capable in all respects to perform the contract satisfactorily. If there is more than one schedule in the Schedule of Requirements, then such determination will be made separately for each schedule.
 - b) The above-mentioned determinations will inter-alia take into account the bidder's financial, technical and production capabilities for satisfying all the requirements of the purchaser as incorporated in the tender document. Such determination will be based upon scrutiny and examination of all relevant data and details submitted by the bidder in its tender as well as such other allied information as deemed appropriate by the purchaser.
15. Contacting the Purchaser: In case a bidder attempts to influence the purchaser in the purchaser's decision on scrutiny, comparison and evaluation of tenders and awarding the contract, the tender of the bidder shall be liable for rejection in addition to appropriate administrative actions being taken against that bidder, as deemed fit by the purchaser.
16. Purchaser's right to accept any tender and to reject any or all tenders: The purchaser reserves the right to accept in part or in full any tender or reject any or more tender(s) without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability whatsoever to the affected bidder or bidders.
17. Corrupt or Fraudulent Practices: It is required by all concerned namely the Consignee / Bidders / Suppliers etc. to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser defines, for the purposes of this provision, the terms set forth below as follows:
 - a) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution;
 - b) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among bidders (prior to or after tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition;
 - c) Will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
 - d) Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract by the purchaser if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

18. Bidder might be required to demonstrate the system at the discretion of the Institute.
19. DSC (Digital Signature Certificate) to be used for electronic correspondence like e-mail by both purchaser as well as bidders, to ensure the authentication of the users of the system and digital signing of the documents for any type of correspondence.
20. The bidder(s) must submit Tender Acceptance Form (Annexure-I) as acceptance of all terms and conditions of the tender.
21. Signing of Contract: The successful bidder shall execute an agreement for ensuring satisfactory supply, installation, commissioning and the after-sales service / support during the comprehensive warranty period and during the Comprehensive Annual Maintenance Contract.
22. The Director reserves the right to accept or reject any or all tenders without assigning reasons.
23. The Director reserves the right to modify, add or delete any terms and conditions of the contract as and when required

GENERAL TERMS & CONDITIONS

1. Pre-Qualification Criteria:

- a) Bidder should be the Manufacturer / Authorized Dealer / Distributor / Trader / Supplier. Letter of Authorization from Manufacturer for the same and specific to the tender should be uploaded in the prescribed place.
- b) An undertaking from the original Manufacturer is required stating that they would facilitate the bidder on a regular basis with technology / product updates and extend support for the warranty as well. The scanned copy of the same to be uploaded (if applicable).

2. Performance Security: Performance Security may be furnished in the form of Insurance Security Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Bank Guarantee from a commercial bank, may be drawn in favor of **“AIIMS Bibinagar – Receipts”** or bank deposit / transfer to the following Bank Account details (**Account no:6612010000006 , IFSC- BARBODBCHND , A/c Name- AIIMS Bibinagar – Receipts**) or online payment in an acceptable form safeguarding the purchaser’s interest in all aspects.

In case the contractor fails to submit the requisite Performance Security Deposit even after 2 weeks from the date of issue of NOA, the contract shall be terminated duly forfeiting the EMD and other dues, if any, payable against the contract. The failed contractor shall be debarred from participating in re-tender (if any) for that item. Performance Security Deposit is mandatory.

- a) 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.
- b) Successful supplier / firm should submit Performance Security Deposit as prescribed in favor of **“AIIMS, Bibinagar”** and to be received in the office of Faculty In-Charge (Procurement), GeM – Central Procurement Cell, 4th Floor, New Academic Block, AIIMS Bibinagar, Telangana – 508126 before the date of commencement of supply or 2 weeks from the date of acceptance of the Purchase Order, whichever is earlier. The Performance Security Deposit is to be furnished in the form of Bank Guarantee as per given Performa of the tender documents, for an amount covering 5% of the contract value.

c) Validity of the Performance Security Deposit shall be for a period of 60 days beyond the warranty period from the date of issue of installation & commissioning.

3. Use of Contract Documents and Information:

i) The supplier shall not, without the purchaser's prior written consent, disclose the contract or any provision thereof including any specification, drawing, sample or any information furnished by or on behalf of the purchaser in connection therewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this tender document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.

ii) Further, the supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in this tender except for the sole purpose of performing this contract.

iii) Except the contract issued to the supplier, each and every other document mentioned in the tender shall remain the property of the purchaser and, if advised by the purchaser, all copies of all such documents shall be returned to the purchaser on completion of the supplier's performance and obligations under this contract.

4. Patent Rights: The supplier shall, at all times, indemnify and keep indemnified the purchaser, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any intellectual property rights or any other right protected by patent, registration of designs or trademarks. In the event of any such claim being made against the purchaser, the purchaser shall notify the supplier and the supplier shall, at its own expense, settle the same without any liability to the purchaser.

5. Country of Origin:

a) All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.

b) The word "origin" means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the services are arranged.

6. Assignment: The bidder shall not assign, either in whole or in part, its contractual duties, responsibilities and obligations to perform the contract, except with the Purchaser's prior written permission.

7. Sub-Contracts:

i) The bidder shall notify the Purchaser in writing of all sub-contracts awarded under the contract if not already specified in its tender. Such notification shall not relieve the bidder from any of its liability or obligation under the terms and conditions of the contract.

ii) Sub-contract shall be only for bought-out items and sub-assemblies.

iii) Sub-contracts shall also comply with the provisions of “Country of Origin”.

8. Delivery: The items will have to be supplied at Central Stores in AIIMS Bibinagar premises. No transportation / cartage charges will be provided. All aspects of safe delivery shall be the exclusive responsibility of the supplier.

9. The tenderer must quote rates including freight, insurance, cartage, labour charges, etc. on Door Delivery basis at AIIMS, Bibinagar.

10. The tenderer is advised to visit the site before quoting the rates with due permission of the Competent Authority of AIIMS, Bibinagar.

11. Signing the Contract:

The successful bidder shall be required to execute the Contract Agreement accepting all terms and conditions stipulated herein on a non-judicial stamp paper of Rs. 100/- (Rupees One Hundred only) along with Performance Security within fifteen (15) days from the issue of notification of award. In the event of failure on the part of the successful bidder to sign the Contract within the period stipulated above, the acceptance of the BID shall be considered as cancelled.

12. Payment Clause:

100% payment shall be made on receipt of goods in satisfactory conditions and submission of bill with the material / challan. Payment will be made within 30 days from the date of submission of bill. On consignment / utilization basis, fortnightly payment would be released against the item consumed and settled bills of the patients. The bill in triplicate may be sent to this office for settlement after satisfactory completion of work. The bill should have full particulars of the item(s) and be submitted on a monthly basis.

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

The contractor shall submit the bill only after successful completion of work to the satisfaction of AIIMS Bibinagar. 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 poor quality of work.

13. Inspection:

- a) AIIMS, Bibinagar shall have the right to inspect and / or test the goods to confirm their conformity to the Tender Specifications at no extra cost to the Purchaser.
- b) AIIMS, Bibinagar right to inspect, test and, where necessary, reject the goods after the goods arrive 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, Bibinagar prior to shipment.
- c) The Director, AIIMS Bibinagar shall be the final authority to reject full or any part of the supply which is not conforming to the specifications and other terms and conditions.
- d) No payment shall be made for rejected stores. Rejected items must be removed by the bidders within two 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.

14. Breach of Terms and Conditions:

In case of breach of any terms and conditions as mentioned above, the Competent Authority shall

have the right to cancel the work order / job without assigning any reason thereof, and nothing will be payable by AIIMS, Bibinagar In that event, the security deposit shall also stand forfeited.

15. Insolvency etc.:

In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them, or in the case of a company, the passing of any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified, AIIMS, Bibinagar shall have the power to terminate the contract without any prior notice.

16. Fall Clause:

If at any time during the period of contract, the price of tendered items is reduced or brought down by any law or act of the Central or State Government or by the tenderer himself, the tenderer shall be morally and statutorily bound to inform AIIMS, Bibinagar immediately about such reduction in the contracted prices. AIIMS, Bibinagar is empowered to unilaterally effect such reduction in rates if the tenderer fails to notify or fails to agree to such reduction.

In case of any enhancement in taxes due to statutory acts of the Government after the date of submission of the tenders and during the tender period, the additional taxes so levied will be allowed to be charged extra as a separate item without any change in the price structure of the drugs approved under the tender. For claiming additional cost on account of increase in taxes, the tenderer should produce a letter from the concerned excise authorities indicating his commitment for the supply made to AIIMS, Bibinagar on account of the increase in taxes.

17. Bidders are requested to quote their prices on a firm and fixed basis for the entire period of the contract. Bids received with prices quoted on a variable basis shall be rejected without assigning any reason and no communication in this regard shall be made.
18. The quantity of items given in the tender is tentative, which may be increased or decreased as per the Institute's requirement.
19. No escalation in rates on any account will be permitted during the contract period. Also, no subsidy will be given over the quoted rates.
20. After due evaluation of the bid(s), the Institute will award the contract to the lowest evaluated responsive tenderer on an individual item basis.
21. Conditional bids will be treated as unresponsive and may be rejected.
22. Income Tax / any other taxes as applicable shall be deducted from the bill unless exempted by the Income-tax Department.
23. The items will have to be supplied at the Institute's designated site. No transportation / cartage charges will be provided for the same.
24. The successful tenderer shall provide the name and mobile number of a key person who can be contacted at any time, even beyond office hours and on holidays. The person should be capable of making arrangements for supply of the desired goods even on short notice to AIIMS, Bibinagar
25. **Subletting of Contract:**
The bidder shall not be allowed to transfer, assign, pledge or subcontract its rights and liabilities under this contract to any other party without prior written consent of AIIMS, Bibinagar. If it is found that the bidder has given sub-contract for supply of reagents to AIIMS Bibinagar on the basis of the procurement / purchase order, the contract shall stand cancelled and the performance security shall be forfeited.

26. AIIMS, Bibinagar shall not be responsible for any financial loss or other damages or injury to any time or person deployed / supplied by the bidder in the course of performing duties in connection with the purchase order / supply order.
27. **Liquidated Damages:**
If the vendor fails to maintain 40% stock, a per day penalty of Rs. 5,000/- will be imposed..
28. The bidder is required to submit a compliance sheet reflecting clause-by-clause compliance of technical specifications as well as general terms and conditions, failing which the offer shall be rejected.
29. **Governing Language:**
The contract shall be written in the English language. All correspondence and other documents pertaining to the contract exchanged between the parties shall also be written in English.
30. **Notices:**
Any notice relating to the contract given by one party to the other shall be sent in writing or by cable, telex, facsimile or e-mail and confirmed in writing. The procedure shall provide proof of receipt of the notice by the receiver. The addresses of the parties shall be those incorporated in the contract. In case of e-mail, the notice document must be verified by DSC. The effective date of a notice shall be either the date of delivery to the recipient or the date specifically mentioned in the notice, whichever is later.
31. **Penalties for Non-Performance:**
Penalties that may be imposed under this tender include:
a) Imposition of liquidated damages
b) Forfeiture of EMD / performance security
c) Termination of the contract
d) Blacklisting / debarring of the bidder
32. **Termination of Contract:**
a) *Termination for default:* The Institute may terminate the contract, in whole or in part, by written notice if the successful bidder fails to deliver goods or perform obligations within the specified time.
b) In such case, the Institute may procure similar goods / services and recover extra expenditure from the successful bidder.
c) Unless otherwise instructed, the successful bidder shall continue performance to the extent not terminated.
d) *Termination for insolvency:* The Institute may terminate the contract without compensation if the bidder becomes insolvent.
e) *Termination for convenience:* The Institute may terminate the contract, in whole or in part, for its convenience by written notice, specifying the extent and effective date of termination.
33. **Force Majeure:**
(i) Force Majeure means an event beyond the control of the supplier, not involving fault or negligence, and not foreseeable, such as war, civil commotion, fire, flood, epidemic, quarantine restrictions, strikes, lockouts, or freight embargoes.
(ii) The supplier shall notify the Purchaser in writing within 21 days of such event.
(iii) If Force Majeure continues for more than 60 days, either party may terminate the contract without financial repercussion.
(iv) Similar provisions apply if the Purchaser is affected by Force Majeure.
34. **Arbitration / Resolution of Disputes:**
a) Any dispute shall be referred to the Director, AIIMS Bibinagar, who may decide the matter or appoint an arbitrator under the Arbitration and Conciliation Act, 1996. The arbitrator's decision

shall be final and binding.

b) If disputes are not resolved within 21 days, either party may initiate arbitration.

35. Applicable Law & Jurisdiction of Courts:

a) The contract shall be governed by the laws of India.

b) All disputes shall be subject to the jurisdiction of courts at Hyderabad, Telangana, India.

Special Terms & Conditions

a) The bidder should hold valid manufacturing licenses for the supply of consumables. Tenders shall be submitted only by the actual manufacturer or their authorized distributors.

b) The tenderer must have adequate manufacturing and/or supply facilities to ensure a steady supply of consumables.

c) The firm shall have adequate and efficient transportation facilities for supplying consumables. Any failure or delay in supply shall attract financial penalties and other levies as decided by AIIMS Bibinagar

d) The tenderer shall provide an undertaking that if they fail to maintain quality standards or if any mishap occurs, the supplier company shall be fully responsible.

e) All consumables supplied should have the company monogram printed, along with the date of manufacture and expiry date.

f) Successful bidders shall be bound to supply the consumables even after the completion of the contract tenure, at the tendered rates, terms, and conditions, until the next tender or fresh arrangement is finalized.

g) The Director, AIIMS Bibinagar reserves the right to cancel the tender at any time without assigning any reason.

h) The place of delivery shall be the **Central Store, AIIMS Bibinagar**.

i) The consumables supplied should be pure, safe for human use, and comply with the latest quality standards.

j) In case of any dispute, the decision of the Director shall be final and binding on both parties. Jurisdiction for all disputes shall be **Hyderabad, Telangana**

k) The tenderer is bound to supply the items at the approved rates during the validity of the tender.

If the price of any item is reduced for any reason during the validity period, the tenderer shall immediately inform this office of the reduced rates.

INSTRUCTIONS FOR ONLINE BID SUBMISSION

The Executive Director, [**Institute Name**], invites **E-Bids in Two Bid System** (i.e., Technical and Financial Bid) from eligible [**Manufacturers / Direct Importers / Authorized Distributors**] by online mode through E-procurement portal: [<https://eprocure.gov.in/>] on mutually agreed terms and conditions and satisfactory performance.

More information useful for submitting online bids on the CPP Portal may be obtained at: [<https://eprocure.gov.in/>]

1. REGISTRATION

- a) Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/>) by clicking on the link “Online bidder Enrolment” on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g., Sify / nCode / eMudhra etc.), with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- f) Bidder then logs into the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

2. SEARCHING FOR TENDER DOCUMENTS

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords, etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

c) The bidders should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

3. PREPARATION OF BIDS

a) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Any deviations from these may lead to rejection of the bid.

b) Bidder, in advance, should get the bid documents ready to be submitted as indicated in the tender document / schedule. Generally, they can be in PDF / XLS / RAR / DWF / JPG formats. Bid documents may be scanned with 100 dpi with black and white option, which helps in reducing the size of the scanned document.

c) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision for uploading such standard documents (e.g., PAN card copy, auditor certificates, etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

4. CORRIGENDUM

a) At any time prior to the deadline for submission of bids, the purchaser may, for any reason deemed fit, modify the Tender Enquiry Document by issuing a suitable Corrigendum to it.

b) Corrigendum in technical specification issued after pre-bid meeting will be final, and no corrigendum will be issued thereafter.

c) Corrigendum will be notified through <https://eprocure.gov.in/eprocure/app> and the website of AIIMS Bibinagar.

5. SUBMISSION OF BIDS

a) Bidders should login to the site well in advance for bid submission so that they can upload the bid in time, i.e., on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

b) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

- c) Bidders are requested to note that they should necessarily submit their financial bids in the format provided, and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and filled by all the bidders. Bidders are required to download the BOQ file, open it, and complete the white-colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidders should save it and upload it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- d) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids, etc. The bidders should follow this time during bid submission.
- e) All the documents being submitted by the bidders will be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology.
- f) Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system-generated symmetric key. Further, this key is subjected to asymmetric encryption using buyers / bid openers public keys.
- g) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- h) Upon the successful and timely submission of bids (i.e., after clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
- i) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings

6. ASSISTANCE TO BIDDERS

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online bid submission or queries relating to the CPP Portal in general may be called directly to the 24x7 CPP Portal Helpdesk.

Institute website: <http://aiimsbibinagar.edu.in>

E-Tender Portal: <https://eprocure.gov.in/eprocure/app>

For any technical related queries please call at 24 x 7 Help Desk

Number 0120-4001 002, 0120-4001 005, 0120-6277 787

Email Support: cpp-doe@nic.in, support-eproc@nic.in

Tender queries: procurement@aiimsbibinagar.edu.in

PRICE BID UNDERTAKING

To,
The Executive Director,

AIIMS Bibinagar

1. I / We submitted the bid for Tender No. _____, dated _____ for
“Tender for supply of Consumables for supply of **reagents and consumables for SEBIA Make MINICAP Capillary electrophoresis system in Clinical Biochemistry Laboratory for a period of 02 years on rate contract basis** at AIIMS Bibinagar.”
2. I / We thoroughly examined and understood instructions to tender, scope of work, terms & conditions of contract given in the tender document and those contained in the appendix of Terms & Conditions of contract and agree to abide by them.
3. I / We hereby offer to supply at the following rates. I / We undertake that I / We are not entitled to claim any enhancement of rates on any account during the tenure of the contract.
4. **Note:**
Rates are inclusive of all charges like freight, unloading, installation, levies, and duties except Service Tax. Service Tax shall be paid as per actual; hence it should be shown separately.
“Discount” or extra charges, if any, mentioned by the bidders shall not be considered unless these are specifically indicated in the price schedule

Date: _____

Place: _____

Signature of the Bidder / Authorized Signatory: _____

Name: _____

Address: _____

Telephone: _____

Seal: _____

Annexure – I

To,
The Executive Director,

AIIMS Bibinagar

Sub: Acceptance of Terms & Conditions of Tender
Tender Reference No.: _____

Date: _____

Name of Tender / Work: _____

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above-mentioned **Tender / Work** from the website(s) namely:

as per your advertisement, given in the above-mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), technical specifications, etc.), which form part of the contract agreement, and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization too has also been taken into consideration while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of the above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted / debarred by any Government Department / Public Sector Undertaking.
6. I / We certify that all information furnished by our Firm is true & correct, and in the event that the information is found to be incorrect / untrue or found violated, then your department / organization shall, without giving any notice or reason thereof, summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy, including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

PROFILE OF THE ORGANIZATION/COMPANY/FIRM**(To be given on Company Letter Head)**

Particulars of the Firm/Company/Agency		
1.	Name of the firm/Company/Agency	
2.	Type of Firm/Company (Individual/proprietary/partnership/ public/private/limited/if any specify)	
3.	Type of business (Manufacturer/ Authorized Agent/ Consulting company/ if any specify)	
4.	Website	
5.	Year of Establishment	
6.	Permanent Account No(PAN)	
7.	GST Registration CertificateNo	
8.	Communication Address	
9.	Email ID	
10.	Telephone/Phone Number	
Particulars of the firm representative		
11.	Name of the contact person	
12.	Designation	
13.	Email ID	
14.	Mobile No.	

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Particulars of firm Bank Account		
15.	Name of the account holder/Firm	
16.	Account Number	
17.	Name of the Bank &Branch	
18.	IFSC Code	
19.	MICR code	
20.	Type of account	
21.	Address	
	<i>*Please attach a Cancelled Cheque along with the account information form.</i>	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme.

Certified that the particulars furnished above are correct as per our records.

Signature of the Authorized: _____

Date: _____

Designation / Office Seal of the Bidder: _____

Annexure – III

MANUFACTURER'S AUTHORISATION FORM

(To be submitted by authorized dealers / representatives / importers)

No.: _____

Dated: _____

To
The Executive Director,
All India Institute of Medical Sciences,
Bibinagar – 505126 (Telangana, India)

Dear Sir,

Tender No.: _____

1. We _____ (name of the OEM) are the original manufacturers of the above equipment / items, having registered office at _____
_____ (full address with telephone number / fax number & email ID and website), having factories at _____ and _____, do hereby authorize M/s. _____ (name and address of bidder) to submit tenders, and subsequently negotiate and sign the contract with you against the above tender number.
2. No company or firm or individual other than M/s. _____ are authorized to bid, negotiate, and conclude the contract in regard to this business against this specific tender.
3. We also hereby undertake to provide full guarantee / warranty / Comprehensive Annual Maintenance Contract as agreed by the bidder in the event the bidder is changed as the dealer or the bidder fails to provide satisfactory after-sales service during such period of Comprehensive Warranty / Comprehensive Annual Maintenance Contract and to supply all the spares / accessories / consumables, etc., during the said period.
4. We also hereby declare that we have the capacity to manufacture and supply, install, and commission the quantity of the equipments tendered within the stipulated time.

(Name): _____

For and on behalf of M/s. _____

(Name of Manufacturer)

Date & Place: _____

Note: This letter of authority should be submitted on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer.

Annexure – IV

Format for Affidavit of Self Certification regarding Local Content in a Medical Device as applicable

(To be submitted on Rs. 100/- Stamp Paper)

I, S/o / D/o / W/o _____, Resident of _____, do hereby solemnly affirm and declare as under, as per Order No. P-45021/2/2017-B.E.-II dated 15/06/2017:

1. That I agree to abide by the terms and conditions of the policy of the Government of India issued vide Notification No. _____.
2. That the information furnished hereinafter is correct to the best of my knowledge and belief, and I undertake to produce relevant records before the procuring entity or any authority so nominated by the Department of Pharmaceuticals, Government of India, for the purpose of assessing the local content.
3. That the local content for all inputs which constitute the said medical device has been verified by me and I am responsible for the correctness of the claims made therein.
4. That in the event of the domestic value addition of the product mentioned herein is found to be incorrect and not meeting the prescribed value-addition norms, based on the assessment of an authority so nominated by the Department of Pharmaceuticals, Government of India, for the purpose of assessing the local content, action will be taken against me as per Order No. P-45021/2/2017-B.E.-II dated 15.06.2017 and Guidelines issued vide letter No. 31026/36/2016-MD dated 18.05.2018.
5. I agree to maintain the following information in the company's records for a period of 8 years and shall make this available for verification to any statutory authority:
 - i. Name and details of the Domestic Manufacturer (Registered Office, Manufacturing Unit location, nature of legal entity).
 - ii. Date on which this certificate is issued.
 - iii. Medical devices for which the certificate is produced.
 - iv. Procuring entity to whom the certificate is furnished.
 - v. Percentage of local content claimed.
 - vi. Name and contact details of the unit of the manufacturer.
 - vii. Sale price of the product.
 - viii. Ex-factory price of the product.
 - ix. Freight, insurance, and handling.
 - x. Total bill of material.
 - xi. List and total cost value of inputs used for manufacture of the medical device.
 - xii. List and total cost of inputs which are domestically sourced. Value addition certificates from suppliers. If the input is not in use, attach NIL.
 - xiii. List and cost of inputs which are imported, directly or indirectly.

(Name of Firm / Entity): _____

Authorized Signatory
(To be duly authorized by the Board of Directors)

POWER OF ATTORNEY

(On a Stamp Paper of relevant value)

I / We _____ (name and address of the registered office) do hereby constitute, appoint, and authorize Sri / Smt. _____ (name and address), who is presently employed with us and holding the position of _____, as our attorney, to act and sign on my / our behalf to participate in the Tender No. _____ for _____ (Equipment / Item name).

I / We hereby also undertake that I / we will be responsible for all actions of Sri / Smt. _____ undertaken by him / her during the tender process and thereafter on award of the contract. His / her signature is attested below.

Dated this the _____ day of _____ 20____

For _____

(Name, Designation, and Address)

Accepted

Signature: _____

(Name, Title, and Address of the Attorney)

Date: _____

Format of Experience certificate

Contract No./Supply order No.	Name of the Purchaser*	Description of work	Qty Supplied	Value of Contract (Rs. In Lakhs)	Date of Issue of work order	Stipulated period of completion	Actual date of completion

AFFIDAVIT

(On Non-Judicial Stamp Paper of Rs. 100)

I, _____, Son / Daughter / Wife of Shri _____, resident of _____, Proprietor / Director / Authorized Signatory of the agency / firm (M/s _____), do hereby solemnly affirm and declare as follows:

1. I am an authorized signatory of the agency / firm and am competent to sign this affidavit and execute this tender document.
2. I have carefully read and understood the entire tender document, including all the terms and conditions of the tender, and undertake to abide by them.
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / We am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage, besides liabilities towards prosecution under appropriate law.
4. I / We further undertake that no case / enquiry / investigation is pending with the police / court / vigilance or any Government body against the Proprietor / Partner / Director, etc., as an individual or against the legal entity of the Company / Firm / Agency.
5. I / We further undertake that none of the Proprietor / Partners / Directors of the Agency / firm was or is a Proprietor or Partner or Director of any Agency with whom the Government has banned / suspended / blacklisted business dealings. I / We further undertake to report to the F I/C (Procurement), AIIMS, Bibinagar immediately after we are informed, but in any case not later than 15 days, if any Agency in which the Proprietor / Partners / Directors are Proprietor or Partner or Director is banned / suspended in future during the currency of the Contract with you.
6. I / We further undertake that our firm / company is fulfilling all the terms and conditions / eligibility criteria, obvious / explicit or implied / implicit, recorded anywhere in the tender document. If at any time, including during the currency of the Contract, any discrepancy is found relating to our eligibility or the process of award of the contract criteria, this may lead to termination of the contract and / or any other action deemed fit by the Institute.

(Signature of the Bidder)

Date: _____ **Name:** _____
Place: _____ **Designation:** _____

Seal of the Agency
Address _____

I / We do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed therein

Deponent

ANNUAL TURNOVER STATEMENT

(At the Letter Head of Chartered Accountant)

I / We have examined the books of account and other relevant records of _____ (bidding firm name), having its registered office at _____ (full address of bidding firm), and do hereby certify that:

(1) Annual gross turnover as per Annual Accounts of the firm for the last three years is as under:

Sl.No.	Financial year	Turnover
1.	2022-2023	
2.	2023-2024	
3.	2024-2025	

(2) Average turnover of the firm for the last three financial years is Rs.

_____.

Signature of CA (with stamp of Firm): _____

Name: _____ (Registration No. _____)
(Chartered Accountant)

UDIN Number: _____

Firm Name: _____

Proprietor Name: _____

Signature (with stamp): _____

Date: _____

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Deviation Statement Form

The following are the particulars of deviations from the requirements of the tender Specifications.

S. No	Item Code	Description	Specification as per Tender	Deviation	Remarks (including Justification)

Place: _____

Date: _____

Signature and seal of the Bidder: _____

Note: Where there is no deviation, the statement should be returned duly signed with an endorsement indicating “No deviations.

Annexure – X

CERTIFICATE OF PRICE JUSTIFICATION

(To be given on letterhead)

Tender No.: _____

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

SIGNATURE AND STAMP OF THE BIDDER: _____

CHECK LIST

S.no	Parameters	Page No
1.	PAN & GST registration documents	
2.	EMD Submission	
3.	Tender Acceptance letter "Annexure-I"	
4.	Technical Compliance sheet	
5.	Profile of the organization "Annexure II"	
6.	Manufacturer Authorization form "Annexure-III"	
7.	Format for Affidavit of Self Certification regarding Local Content in a Medical Devices if applicable to be purchase on Rs. 100/- Stamp Paper "Annexure-IV"	
8.	Power of Attorney "Annexure-V"	
9.	Proof of supply of similar items to any Central Govt./State Govt./PSU/Semi Govt/Reputed Private institutions and preferably in Govt. hospitals - "Annexure-VI"	
10.	Signed and Scanned Copy of blacklisting affidavit "Annexure-VII".	
11.	Copy of Balance sheets, Turnover and profit loss statements for last three successive years duly certified by the Chartered Accountants of bidder as well as OEM Annexure – VIII The average bidder turnover for the last three years should not be less than Rs. 25,00,000/- The average OEM turnover for the last three years should not be less than Rs. 2,00.00,000	
12.	No Deviation Statement "Annexure- IX"	
13.	Price Justification "Annexure -X"	
14.	Income Tax Return of last three years	
15.	Drug License as applicable	

Date:
Place: Bidder/Vendor

Signature with stamp

Technical Specification

AII INDIA INSTITUTE OF MEDICAL SCIENCES

Tender Enquiry No:

Description of the Equipment/Goods/Services : Supply of reagents and consumables for SEBIA Make MINICAP Capillary electrophoresis system in Clinical Biochemistry Laboratory

Note : 1) The technical bid submitted in other than this format is liable to be rejected.

2) All fields are mandatorily to be filled in.

Name and address of the bidder

Quotation Number and Date

Sl.No.		Technical Specifications/Parameters	Product code	Qty	To be completed by the Bidder		
					Complied	Not Complied	Deviations from GTP/Remarks
1		List of Products/ Reagents/consumables Names :					
	S. No	Product Description	Product Code				
	1	MINICAP PROTEIN (6) (CAT NO-2203) PACK SIZE 2X250 ML	2203				
	2	MINICAP HEMOGLOBIN(E) (CAT NO-2207) PACK SIZE-2X250mL	2207				
	3	MINICAP IMMUNOTYPING (CAT NO-2300) PACK SIZE- 1.1ML	2300				
	4	CONTROL SERA NORMAL (CAT NO- 4785)	4785				
	5	HYPERGAMMA CONTROL (CAT NO-4787) PACK SIZE- PACK OF 5X1	4787				
	6	IT/IF CONTROL (CAT NO-4788) PACK SIZE-1ML	4788				
	7	HB AFSC CONTROL (CAT NO-4792) PACK SIZE -VIAL OF 1ML	4792				
	8	CAPICLEAN (CAT NO-2058) PACK SIZE-BTLOF 25 ML	2058				
	6	CAPIPROTECT (CAT NO-2061) PACK SIZE-2X5L	2061				
	10	MINICAP HEMOGLOBIN (E) MAXI-KIT	2227				
	11	MINICAP PROTEIN (E) 6 MAXI-KIT	2223				
	12	CAPILLARYS DIALYSYS SYSTEM (24)	9200				
	13	CAPILLARYS/MINICAP URINE (48/96T)	2013				
	14	MINICAP HbA1c	2215				
	15	HBA1C CAPILLARY CONTROL MUTI SYSTEM (2)	4768				
	16	HBA1C CALIBRATORS (2)	4755				
	17	HBA2 NORMAL CONTROL (5x1 ML)	4778				
	18	CONTROL HBA2 PATHOLOGICAL (1 ML)	4779				
	16	CONICAL TUBE FOR RUNNING CONTROLS (20)	9202				
	20	MINICAP REAGENTS CUPS (125x3)	2281				

	21	Capillary Cartridge	10046286B S				
	22	Preventive Maintenance Kit	10052710S				
	23	Deutérium Lamp	10052370C S				
	24	8 Way Valve	10052720S				
	25	Sample Probe MINICAP FP	31004412B S				
	26	Tubing Kit MCFP	10052201B S				
2		Scope of work					
		<p>1. The approved supplier, Sabita enterprises 32,77 14/18 Seetaram nagar, vinayak nagar malkajiri, Secunderabad, Telengana, 500047, mobile no. 9000506702, email id: sabithaenterprises@outlook.com. at the rates list attached at Annexure-'A', shall supply the reagents & consumables for the "Sebia minicap FP capillary electrophoresis based analyser for serum protein electrophoresis, immunotyping and hemoglobinopathy testing" on rate contract basis at the AllMS Bibinagar or its constituent part during the contract period of 02 years with effect from the date of agreement subject to provisions contained therein which shall form part and parcel of this contract. The supplies shall be affected as and when required and requisitioned during the contracted period by Executive Director, AIIMS Bibinagar or his authorized agent (Dy. Director/Sr. Administrative Officer).</p>					
		<p>2. Initially, the contract with approved supplier is made for 02 years with effect from the date of agreement and AllMS Bibinagar reserves the right to extend the validity of the contract on the existing rates, terms & conditions for such period as may be agreed to, after stipulated period of completion of rate contract subject to receipt of satisfactory performance report of the supplier from the user Department and approval of Competent Authority.</p>					

	3. That the items shall be the exact specified quality, kind, description and specification as required by the user Department.					
	4. The supplier shall in no way assign, this contract in any manner of form or allow any other persons or group of the persons to interfere in the arrangement or performance of the contract thereof without in express permission of the Executive Director, AIIMS, Bibinagar in writing.					
	5. Rates for reagents: As approved a. Attached as Annexure- b. GST Extra will be charged by the dealer (as detailed in Annexure 1). c. The dealer authorized by Party Two forth supply of reagents is					
	6. Validity: The rates will be applicable for 2 years from the date of agreement					
	7. Delivery: a. The supply should be affected within 30 days from the date of issue of order(s). b. Door delivery to be made directly to AIIMS, Bibinagar, Hyderabad, Telangana with a packing slip mentioning the order(s) number.c. Party Two will superscribe on the case/parcel-Department of Biochemistry AIIMS, Bibinagar, so that the consignment(s) reaches the Department of Biochemistry.d. The articles should be properly packed before dispatch to avoid damage or breakage during transit. Damages, breakage, if any found on opening the case will be reported to you immediately and the same should be made good by you at your cost. No insurance charges are payable.e. Packing forwarding and transportation charges will be arranged free of charge by Party Two.					

	<p>8. The quantity of consumables/reagents required by the Institute may vary on yearly basis. The requirement shall depend on the patient load and reagent consumption. However the reagent/consumables are required to be stocked by the authorized dealer in Hyderabad, Telangana for at least a month who may be asked to provide the same at short notices, not exceeding 48 hours. The detailed stock of each parameter kept at the distributor level should be discussed with the department from time to time.</p>					
	<p>9. Force majeure will be accepted on adequate proof thereof.</p>					
	<p>10. Short expiry items (less than four months) will be rejected and those should be replaced by the supplier at free of cost</p>					
	<p>11. The AIIMS shall not be bound to procure any or all the contractual items at any time by giving 21 days prior notice without assigning any reason thereof and shall not be bound for any damages in that behalf. The supplier shall be required to give two calendar months notices if he desires to discontinue the supply due to toe made ving adequate reasons thereof.</p>					
	<p>12. Packing: Goods must be securely and adequately packed and protected in order to prevent damage, otherwise all losses and for damage resulting from inadequate packing and/or inadequate protection or inadequate marking shall be borne by seller/seller's Principal abroad. The supplier shall mark each package on three sides with indelible paint of proper quality as below a. Purchase Order number and dateb. Brief description of goods including quantityc. Purchaser's name and full address.d. Supplier's name and full address</p>					
	<p>13. The supplier should have adequate after sales support.</p>					