



**E-Tender
For
Rate Contract for Supply & Printing Stationery Items for (AIIMS)
Bhopal, Saket Nagar Bhopal-462020 (MP)**

**अखिल भारतीय आयुर्विज्ञान संस्थान भोपाल
ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
साके त नगर भोपाल (मप्र)462020
Saket Nagar, Bhopal (M.P.) – 462020
Website: www.aiimsbhopal.edu.in**

E-Tender ID: AIIMS/BPL/Stores/Printing Stationery Items/2026-27/

DATED:-_/_/2026

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

Tender ID: AIIMS/BPL/Stores/Printing Stationery Items/2026-27/011



अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल

ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL

साकेत नगर भोपाल (म.प्र.)462020

Saket Nagar, Bhopal (M.P.) - 462020

E-TENDER NOTICE

E-Tender ID: AIIMS/BPL/Stores/Printing Stationery Items/2026-27/

DATED:- / /2026 E-Tender for Rate Contract for Supply & Printing Stationery Items for AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462020 (MP)

Notice Inviting Tender

On behalf of "The Executive Director", AIIMS Bhopal, invites E-Bids in the Two Bid System (i.e., Technical Bid and Financial Price Bid) from eligible Manufacturers/Firms/Companies/Authorized Agents/Distributors/ Dealers on line through E-procurement solution portal of AIIMS Bhopal (<https://eprocure.gov.in/eprocure/app>).

E-Tender No.	Description	EMD (INR)
E-Tender ID: AIIMS/BPL/Stores/P rinting Stationery Items/2026-27/ DATED:- / /2026	Rate contract for Supply & Printing Stationery Items for AIIMS Bhopal Hospital, Saket Nagar, Bhopal	Rs. 4,97,000/-

Bidder needs to deposit the EMD Amount as per above mentioned in the Form of FDR/Bank Guarantee/Insurance Surety Bond in favor of "The Executive Director, AIIMS Bhopal", payable at Bhopal and its legible scanned copy must uploaded in the E-Tendering Solution and Hard copy of EMD in sealed envelope should be submitted along with prequalification documents in the Technical Bid Envelope before the Date of Submission of Bid in the Box kept in the Central Stores, 1st Floor, Service Building-II, AIIMS Bhopal, Saket Nagar, Bhopal462020 (MP) India.

Bidder can download complete set of bidding documents from e - procurement platform <https://eprocure.gov.in/eprocure/app>

The e- tender notice and tender document is also available in our website: www.aiimsbhopal.edu.in , eprocure.gov.in. Bidders have to submit the bids online by uploading all the requisite documents through <https://eprocure.gov.in/eprocure/app>

AIIMS, Bhopal. The Executive Director, AIIMS Bhopal reserves the right to accept or reject any quotation in full or part thereof without assigning any reason.

I/c Senior Procurement cum Stores Officer
AIIMS Bhopal

Important: The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding document. The bid should be precise, complete and in the prescribed format as per the requirement of the bid document. The bid should not be conditional. Failure to furnish all information required by the bidding document or submission of a bid not responsive to the bidding documents in every respect will beat the Bidder's risk and may result in rejection of the bid. The Bidder shall bear all costs associated with the preparation and submission of its bid and Client will in no case be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.



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Saket Nagar, Bhopal (M.P.) - 462020

E-Tender ID: AIIMS/BPL/Stores/Printing Stationery Items/2026-27/ DATED:-
/ /2026 E-Tender for Rate Contract for Supply & Printing Stationery Items at AIIMS
Bhopal Hospital, Saket Nagar, Bhopal-462 020 (MP)

Initiation for bids (IFB)

On behalf of The Executive Director, All India Institute of Medical Sciences (AIIMS) Bhopal, invites E-tender in two bid system (i.e. Technical and Financial Bid) from reputed, experienced and financially sound agencies for Rate Contract for Supply & Printing Stationery Items, at AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462 020 (MP) through online e-procurement portal i.e. <https://eprocure.gov.in/eprocure/app> .

Bid schedule

Critical Dates

	Schedule	Date (DD/MM/YYYY)	Time (Hrs : Mins)
1	Tender Publishing date	(09/05/2026)	05:00 PM
2	Document download start date	(09/05/2026)	05:30 PM
3	Pre-Bid Meeting (Venue: I/c SPSO Office, 2 nd Floor, Kautilya Bhawan, Central Stores, AIIMS Bhopal - 462 020)	(13/05/2026)	03:00 PM
4	Bid Submission start date	(20/05/2026)	05:00 PM
5	Bid Submission end date	(08/06/2026)	05:00 PM
6	Technical Bid opening date (Venue: I/c SPSO Office, 2 nd Floor, Kautilya Bhawan, Central Stores, AIIMS Bhopal - 462 020)	(09/06/2026)	05:30 PM

For any query related to this E-tender can be mailed to sps@aiimsbhopal.edu.in,
sanjay.storekeeper@aiimsbhopal.edu.in

Bids for this tender will be accepted through online e-procurement portal i.e.
<https://eprocure.gov.in/eprocure/app> .

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Note: Manual bids will not be accepted under any circumstance

**I/c Senior Procurement cum Stores Officer
(For & on behalf of The Executive Director AIIMS Bhopal)**

अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल



ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL

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E-Tendering Instructions to Bidders

Clarification on Bidding Documents

The prospective Bidder may seek clarification about bidding documents in writing on during pre-bid meeting which shall be held at 3:00 PM onward on scheduled Date as mentioned in the e-procurement portal. The clarification of the queries would be uploaded on the website for Bidders information. Bidders are required to consider all the clarifications/amendments while preparing their bid proposals. Therefore, Bidders are requested to visit the said website on regular basis for checking necessary updates. These changes can be incorporated upto 7 days before the last date of bid submission.

Amendments in Bidding Documents

At any time till 7days before the deadline for submission of bids, the Client may, for any reason, whether at own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding document through amendment. All amendments will be posted on the website regularly. Client shall not be responsible to notify the amendments to individual bidders. All amendments by the client till 7 days before the deadline for submission of bids, shall be binding on the participatory bidders.



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Two Bid System Terms & Conditions

The required hard copies of respective bids shall be submitted separately in sealed envelopes before closing dates of the bids as per the instructions given in this E-Tender Enquiry. All the requested bid documents (i.e. Technical and Financial Bid) duly signed and scanned copies shall be uploaded under respective bids sections of the e-tender solutions mandatorily by the participating Bidder on portal. If any of the requested document's scanned copy/copies not found uploaded on e-Tendering Portal by Bidder, their bid is liable for rejection. Please study this e-tender very carefully and fill accordingly.

Validity of Tender & Period for Rate Contract:

The validity of the Bid tender Document shall be for 180 days and after the acceptance and issue of Notification of award/conclusion of Rate Contract Agreement in the Format given at **Annexure-08**, the rates shall be valid for Two year period extendable further period of One Year on mutual agreement basis after successfully/satisfactorily completion of initial year period.

Price Preference Policy and Exemption for submission of various eligibility Criteria documents to the Bidders Registered under Make in India Initiative:

The Bidder Companies, those have registered under Make in India initiative and producing their products under "Make in India Policy of GOI" shall be given Price Preference as per Govt. of India applicable Rules and Guidelines on submission of relevant certificate (i.e. Make In India Certification) for availing the Price Preference and Exemption for submission of exempted documents against this bid along with their Technical Bid Documents. If the no bidder will upload/submit the requested "Make in India" Certificate along with their Bid, it will be treated as open tender bid and no preference shall be given to such Bidders on producing "Make in India" Certification in later bid stage.

It is expected that, all the participating Bidders companies have understanding and prior knowledge about the "Make in India" Initiative and Price Preference Policy of Govt. of India. However, it is once again emphasized that before participating this e-tender please carefully read the "Make in India" Initiative and directives of Govt. of India, since in case if any "Make in India" Registered Company will participate against this e-tender, the Price preference as per the same will be given to such participating Bidder company for ensuring necessary compliances of "Make in India" Policy of the Govt. of India.

All rows & columns on prescribed format should be filled and not left blank, may be struck as not applicable. Each document should be serially numbered and duly signed by the bidder with the rubber stamp of the firm on each page.

The tender shall be submitted in 2 (Two) parts online:-

1. **Technical Bid:** Technical bid of pre-qualified tenders shall be opened.
2. **Financial Bid:** The Financial Bids of bidders, who qualify at Technical Bid Stage, will be opened thereafter for financial Evaluation.

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- Hard copies of documents to be submitted on or before closing the bid:
- **(Absence of the any documents tender may be rejected). Serial Number of submitted documents should be in sequence as mentioned below:**
- **Hard Copies of Undertakings (A, B C& D below) should be submitted in a sealed envelope in original in the Tender Box kept in I/c SPSO Office, Central Stores, 2nd Floor, Kautilya Bhawan, AIIMS Bhopal-462020 (MP), India on or before Closing date of Bid Submission Superscripted as.**

A. Original copy of Undertaking for acceptance of all Terms & Conditions mentioned in this E-Tender on Non Judicial Stamp Paper worth of **Rs. 500/- as per Annexure – 2**, duly attested by Notary Public.

B. Original copy of Undertaking for Criminal Liability on Non Judicial Stamp Paper worth of Rs. 500/- as per **Annexure – 3**, duly attested by Notary Public.

C. Original copy of Integrity Pact on Non Judicial Stamp Paper worth of ₹ 500/- as per Format given at **Annexure – 9**

D. Bidder needs to deposit the EMD Amount as per above mentioned in the Form of FDR/Bank Guarantee/Insurance Surety Bond in favour of “The Executive Director, AIIMS Bhopal”, payable at Bhopal and its legible scanned copy must uploaded in the E-Tendering Solution and Hard copy of EMD in sealed envelope should be submitted along with prequalification documents in the Technical Bid Envelope before the Date of Submission of Bid in the Box kept in the Central Stores, 2nd Floor, Kautilya Bhawan, AIIMS Bhopal, Saket Nagar, Bhopal 462020 (MP) India.

EMD exemption (Bid security declaration form)

- Catalogues properly numbered should be submitted as hard copies/Scanned copies in Technical Bid Slot of e-tendering Portal.
- Copies of Technical Literature/Catalogues for each item quoted duly put code number (if any) of items as per tender item list given in Schedule of Requirement (Annexure-I) on each catalogue/literature document must submitted in the Technical Bid Envelope/upload in technical Bid Slot of e-tendering portal. Non submission may lead to non-consideration of the bid for that item.
- Following Technical Documents Duly Signed, Attested scanned copies to be compulsorily uploaded in the “Technical Bid Slot” on e- Tender solutions by the participating Bidder.
- **The scanned copies of above said documents as mentioned at (1) A, B, C &D shall also be submitted along with the online tender document in the E-Tendering portal of AIIMS Bhopal (i.e. <https://eprocure.gov.in/eprocure/app>) in Technical Bid Slot section.**
- Signed and scanned valid copy of Firm/Company Registration/Incorporation Certificate.
- Signed and scanned of GST Registration and proof of latest quarter GST returns filed by the participating Bidder Company.
- Signed and scanned copy of PAN Card in the name of firm/company.
- Signed and scanned copy of CA certificate for Income Tax return of the firm/company for the last three financial years (i.e. **Financial Year- 2022-23, 2023-24 and 2024-25**).
- Legible scanned copies of CA Certificate for Audited Balance Sheet and Profit & Loss.
- Account for last three Financial Years (i.e. for **FY 2022-23, 2023-24 and 2024-25**) duly certified by the Chartered Accountant/Company Secretary must require to be uploaded. The Annual

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Turnover of the Bidder company for participating in this e-tender must be Exceeding **Rs. 1 Crore**. For this purpose a scanned copy of Letter duly certified by the Chartered Accountant/Company Secretary for clearly mentioning the above three FY's Annual Turnover Figures must upload for necessary references by the Bidder.

- List of Name of the Organizations and their contact details where the same nature Items previously supplied by him as asked in Schedule of Requirement in **Annexure-1** against this e-tender Enquiry by any interested bidder for Bidding items to any Government Hospital/Institute/PSU's/Other reputed Institutions in India in **Last Three Financial Years (i.e. 2022-23, 2023-24 and 2024-25)** must require to be upload. If any Bidder will not upload the requested List of above requested information in respect of Items asked in this E-Tender enquiry of the requested FYs, there bid is liable for rejection.
- Singed and attested legible scanned copies of at least three Numbers of **Previous Purchase Order Copies** for each of participating item, which they have been supplied to various reputed Government Hospitals/Institutions/PSU's/Other reputed Hospitals/Institutions in India in last Three Financial Years in Chronological Order from **FY- 2022-23, 2023-24 and 2024-25** clearly showing the Financial value of PO Amount for Technical bid evaluation purpose.
- Signed & scanned copy of the authorization Letter in the name of Authorized Person allowed by Proprietor / Owner to sign the documents in case the owner/proprietor is not signing the tender document.
- Signed and scanned copy of duly filled PFMS Form of AIIMS Bhopal in the format given at **Annexure-10**
- Signed and Scanned Check list of Technical required documents as per Annexure-IV must upload in the respective Technical Bid Document Slot in the e-Tendering solution of AIIMS Bhopal by the Bidder.
- Signed & scanned copy of the Technical bid "**Annexure-4**"
- Scanned copy of List of the items with its make, model & country of origin without indicating prices in Technical bid by interested Bidder for Technical Evaluation purpose on those items he want to be participate against in this E-Tender as per the Schedule of Requirement given in "**Annexure-1**" of this e- Tender Enquiry.
- Scanned copy of Declaration in case of manufacturer or Scanned & Attested copy of current contract/Authorization – between manufacturer and distributor /bidder as the case may be in the format given at "**Annexure-13**". Declaration / authorization from the manufacturer should be submitted for every quoted item / Consumables. However, if the bidder is quoting more than one Consumables/item of The same make, single authorization mentioning the name of items / Consumables from the manufacturer is sufficient, the same make, single authorization mentioning the name of items / Consumables from the manufacturer is sufficient.
- In case of imported stores, Bidder should submit scanned and signed copy of authorization of agency agreement elaborating on the responsibility of foreign supplies / principal and service to the Bidder by the Indian Agent giving details of services available in India.
- Singed and attested legible scanned copies of Performance Certificates regarding their Supply, their Consumables Performance/Items, which they have been supplied to various reputed Government Hospitals/Institutions/PSU's/Other reputed Hospitals/Institutions in India in last Three Years in Chronological Order **from FY- 2022-23, 2023-24 and 2024-25**.
- Signed and Scanned copies of valid **BIS/ISI/CDSCO/ ISO and CE(European)/USFDA/DGCI/WHO GMP/ (which**

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- so ever is applicable)certifications from competent authority with clearly showing validity date in respect of quoted item.
- Signed and Scanned Technical Bid required documents as per “**Annexure-4**” must uploaded in the respective Technical Bid Documents Slot in the e-Tendering solution.
- Only those bidders who qualify the Technical Bid Stage after evaluation of above said Pre-

Note: All above documents also shall be uploaded on e-tender solutions serially and page numbered legibly. E-bid with absence of any document will invite rejection of bid and no further communication in any form shall be entertained i.e. above documents are mandatory for qualification to next stage of the bid.

Qualification documents uploaded in the E-Tendering solutions and submitted desired Hard Copies as per A,B, C & D Undertaking for acceptance of all Terms & Conditions & Undertaking for Criminal Liability above shall be considered for Technical Evaluation and shall intimated separately.

NOTE:-

The original copies of first Four documents i.e. Bid Security Form, Undertaking for Acceptance of Terms & Conditions, Criminal Liability undertaking, Integrity pact and Catalogues shall be submitted in physical form in the Tender Box kept in the O/o I/c SPSO, Central Stores, Kautilya Bhawan IInd Floor, AIIMS (Hospital), Saket Nagar, Bhopal-462 020 (MP) India on or before the Closing of the bid submission date displayed in e-tender solutions in a sealed envelope superscripted as “Technical Bid”.



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GENERAL TERMS AND CONDITIONS

1. Pre-Qualified Bidders are required to submit the (**samples**) of participating items clearly tagged/marked their company name, participating Tender Item No. in good packing along with the List of Sample Items submitted on their letter head in the concerned Hospital Stores as directed by AIIMS Bhopal on or before OPENING OF THE TECHNICAL BID AS PER SCHEDULE ON E-PROCUREMENT PORTAL. Non submission of samples will form the ground for non-acceptance of bid. No separate communication will be sent regarding submission of samples. Failure to arrange for a sample demonstration on the given date may lead to cancellation of the bid. Cost of such sample demonstration shall be borne by the bidder. The L-1 approved Supplier's Agencies approved Items Samples will kept at **Central Store** till the validity to Rate Contract + 3 Months period by AIIMS Bhopal, if the Technical Bid Evaluation Committee desired and felt for keeping such samples for future references at AIIMS Bhopal.
2. Tenders should be quoted only by the actual manufacturer or their authorized distributors or selling agent of a particular firm. It should submit a current authority letter in support of the same from the actual manufacturer concerned in the format given at "**Annexure-13**". The bidder is responsible for the supply of stores. If the Principal Manufacturer withdraws rights of distribution from the bidder during validity period of rate contract, The Executive Director, AIIMS Bhopal has right to cancel the eligibility of the bidder and accept the candidature of new coming authorized distributor. For supplying items at approved rates new coming firm may have to deposit the Performance Security Deposit.

ELIGIBILITY CRITERIA:

- Manufacturing Company/ Firm/Authorized Dealer/Distributors to be eligible should fulfill the Eligibility Criteria as mentioned in the **Technical Qualification Bid Criteria given under Two Bid System Terms and Conditions** above.
- The bidder should submit an undertaking for acceptance of Terms & Conditions "**Annexure- 2**" to the effect that they have necessary infrastructure for supply the consumables items as and when required by the indenter.
- The Executive Director, AIIMS Bhopal has full authority to take into account the performance of manufacturer/authorized dealer or distributor/bidder and they should submit a latest performance certificate from any other Govt. Hospitals/Institutions/PSUs to testify the proper dealing & performance of the participating Bidder for similar nature supply works.

The tender shall also be rejected if:

1. A firm submits Conditional tender;
2. More than one type of rate is quoted for one product.
3. Requisite documents authentic and legible scanned copies not up loaded.
4. For participating in this e-tender, the Bidder is required to upload, Technical Bid and other required document properly filled and their legible scanned copies must be uploaded in the e-tendering solution. And the required hard copies as per the instructions given in NIT above must

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be submitted before the closing date of Bid in the sealed envelope mentioning e-tender ID and contact details of participating firm and dropped in the Tender Box kept in the O/o SPSO, Central Stores, Kautilya Bhawan, IInd Floor, AIIMS (Hospital), Saket Nagar, Bhopal 462020 (MP) India. The bidders are at liberty to be present or may participate online at the time of various tendering events as per the scheduled dates mentioned in the e-tendering solution subject to their eligibility on various stages of Bid Process Management basis. The bidder should quote only one rate for each item as **Price per unit + Tax in% (if any) + Other applicable Expenses=INCLUSIVE OF ALL (PER UNIT)**.

5. Rates quoted should be in words and in figures. No correspondence in this regard will be entertained at a later date and **Total Rate to**

6. **F.O.R** quoted in the tender will be treated as final for all purposes. if taxes are not quoted separately then it will be deemed that the rate quoted is inclusive of all taxes & nothing will be extra payable.

7. If you are indicating '**No Tax**' while quoting rates for any item, enclose a copy of Certificate issued from the concerned COMMERCIAL TAX DEPARTMENT in support of Tax-exemption granted for the item. The certificate should clearly show whether tax exemption is granted for that particular item or for all the items manufactured by the firm.

8. It is hereby also informed that in case any administrative action (imposing of liquidated damages, warning letter, risk purchase, short supply etc.) is taken by the AIIMS Bhopal during the rate contract period against any **approved** vendor, it would be reflected during finalization of the next rate contract as "**past performance**" of that firm.

9. Applicability of Anti-Profiteering Rule under GST Act 2017:-

No item should be quoted with price more than the M.R.P. by any Supplier Agency to AIIMS Bhopal. The MRP is required to be clearly mentioned on the each of supplied item/its packaging in their offered pack size. The prices should be quoted strictly in accordance with unit/pack Size and Strength/Potency mentioned in the schedule of Requirement at Annexure-I in the given Price Quotation format. The Anti-Profiteering Rule under GST Act 2017 is applicable against this E-Tender Enquiry on which the Supplier Agency should have mandatorily to pass on the benefit due to reduction in rate of tax to the AIIMS Bhopal by way of commensurate reduction in their prices. If any Supplier Agency found defaulter for following of above said rule (i.e. passing all the benefits of GST Tax Regime price reductions to AIIMS Bhopal), the necessary action deemed fit as per GST Act 2017 shall be initiated against such defaulter firm.

10. Fall Clause:

If at any time during the execution of the contract, the Contractor/Manufacture/Distributor/Dealer reduces the sale price or sells or offers to sell such stores, as are covered under the contract, to any person/organization including the purchaser or any department of Central Government or any department of AIIMS Bhopal Hospital/PSUs at a price lower than the price chargeable under the contract during the Current Financial Year, he shall forthwith notify The Executive Director, AIIMS Bhopal.

The necessary difference amount about such reduction or sale or offer of sale to the purchaser and the price payable under the contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale shall stand correspondingly reduced and deposited to AIIMS Bhopal by the Bidder or AIIMS Bhopal will deduct from the pending bills/Performance Security Deposit to recover the loss to the Government.

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11. PERFORMANCE SECURITY DEPOSIT:

PERFORMANCE SECURITY DEPOSIT @ 5% of each Order Value on each Occasion for 26 Months period):-The successful Bidder will liable to deposit 5% amount of order value each occasion in favor of "The Executive Director, AIIMS Bhopal" by way of "Performance Bank Guarantee in the format given at "Annexure-7"/Fixed Demand Receipt" from nationalized/Commercial Scheduled Bank refundable after expiry of the tenders/or after the completion of 26 months or more period against each Purchase Order in case of supply of Consumable Items. No dues certificate from the Central Store/Authorities is required to be obtained by the Supplier Agency after the successful completion of validity period of Performance Security Deposit and on receipt of No dues Certificate and satisfactorily completion of contractual obligation against concerned PO by the Supplier Agency, the Performance Security Deposit to be refunded to the concerned Supplier Agency by AIIMS Bhopal. Performance Security Deposit is liable to be forfeited if the bidder withdraws or impairs or derogates the bid in any respect. Failure to furnish Performance Security in time would entail for feature of deposited by the Firm & the Cancellation of their Offer.

12. Supply-order will be placed from time to time during the tenure of the contract, as per actual requirement; in which the exact quantities required on each occasion together with the date of delivery shall be specified in the purchase order.

13. Supply orders placed against the contract, on or just before last date of the tenure of contract will have to be accepted/ honored by the supplier.

14. No guarantee can be given as to the minimum quantity which will be demanded against this contract, but the supplier will supply such quantity as maybe ordered by the Purchase Officer during the tenure of the contract.

15. The Executive Director, AIIMS, Bhopal or his nominee reserves the right to reject any or all tenders including the lowest quotation which is not confirming to the specification and other terms and conditions. No correspondence, in this regard, will be entertained.

16. The Executive Director or his nominee reserves the right to invite at his sole discretion, separate Rate quotations/ Enquiry to effect purchase outside this contract in the event of any urgent demand arising in AIIMS Bhopal Hospital, where no stock is held or otherwise.

17. Rate should be quoted strictly according to the required specifications, and in the case of formulations, detailed formula along with the connected literature, Drug licenses etc. should be furnished. The name of the manufacturer and the brand name should also be stated.

18. DELIVERY OF THE SUPPLIES/STORES:-

Delivery of stores shall **be F.O.R to AIIMS Bhopal**. The AIIMS Bhopal Hospital is not liable for payments on account of freight/taxes/expenditures, which are to be paid inclusively by the suppliers. The delivery period should not exceed **4 Weeks (i.e. 30 Days)** for Indian make and **8 Weeks (i.e. 60 Days)** for Foreign make for all supplies but in emergency the delivery period may be reduced upto **2 Weeks (i.e. 15days)** for Indian make and **4 weeks (i.e. 30 days)** for Foreign make as per the discretion of AIIMS Bhopal Authority and firm is bound to supply the items within DOD (Date of delivery) period. Such supply orders shall be stamped "Emergency/ Urgent / Priority" to distinguish them from routine orders. Bidders are hereby directed to quote the rates of only those Consumables for which they can ensure supply of Indian make items within 4 Weeks (30days) and Foreign make imported items within 8 Weeks (60Days).

The approved rate contract holders should supply all their ordered items within Date of Delivery period as per Supply order Terms and Conditions these terms should be strictly adhered to. In case they fail to supply the item within DOD period, the reminder letter would not be issued in any

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circumstances and penalty will be imposed as detailed at given at Clause at Sr.no.19.The item would be arranged either through local purchase or from open market under Risk Purchase Clause without any information in this regard. The difference amount shall be recovered from the pending dues of the firm. In the eventuality of such instances being repeated 3times, necessary Administrative Action shall be initiated as per AIIMS Bhopal Hospital procedure, which may lead to debarring of the firm for future subsequent tenders(for the period for 3years).

19. PENALTY ON DELAYED SUPPLY:-

In the event of the Supplier Agency's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training, etc. as specified in this contract, the Buyer (i.e. AIIMS Bhopal) may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the Supplier Agency as agreed, Liquidated Damages (LD) at the rate of 0.50% of the Order Value of the Purchase Order Stores/Services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of Purchase Order.

The period of delivery strictly to be followed by the Supplier Agency as per time period communicated through Purchase/Supply Order through e-mail/hard copy through speed post. The penalty @ 0.50% per week will be levied on supply order value of the item and will be deducted from the payment Bill. The maximum penalty will be 10% against the Delayed/Undelivered Stores/Services of the value of Purchase Order. No supplies will be entertained after expiry of additional 10 weeks (i.e. 70 Days) in case of Indian make items and in case of Foreign make imported items subject to deduction of LD on the value of delayed items supplied as per above mentioned rate beyond the time given in the Supply/Purchase Order/Any Extension of Supply without levy of LD communicated by AIIMS Bhopal to Supplier Agency and beyond this period the supply order will be treated as cancelled without any further reference and order shall be placed to L2 bidder and difference of cost shall be recovered from the Pending Bill/Performance Security of the such defaulter Agency and action as deemed fit shall be initiated against the firm.

Part supplies will not be accepted/allowed at AIIMS Bhopal. However, if the vendors will be ordered to supply the Items on urgent and part supply basis for meeting urgent nature requirement immediately in the interest of AIIMS Bhopal or due to the shortage of any of ordered items in market/due to any other production issue at Manufacturing Unit, which affects the suppliers and on account of the same the supplier Agency may not be able to supply the whole ordered items on the Stipulated supply period, the LD on applicable rates will be imposed on the only remaining balance part of supplies (LD applicable only on such remaining balance Items Order value part) and will be deducted from the Supplier Agency Payment Claim against the supply in lieu of delayed supply beyond the stipulated supply period as mentioned on the PO issued by the AIIMS Bhopal as per the LD Rates mentioned above in **the Clause:19** above and shall be deducted from the Pending Bills /Performance Security Deposit of the Agency by AIIMS Bhopal. The Risk and Expense Clause as given at Clause No. 21 will applicable in case of Supplier failed to supply any of Item/Items to AIIMS Bhopal and the cost for such items procurement will deducted from his pending bill or Performance Security Deposit for recovering loss to Govt.

20. After opening of tenders:

No change/alteration on plea of clerical or typographical error in rates or other terms in the tender will be permitted under any circumstances. Withdrawal of the complete tender can be allowed but in such cases, the earnest money deposit shall be forfeited in full. Partial withdrawal (in respect of one or more items quoted) will not be allowed under any Circumstances. Any dues or payments that have arisen to the Institution from the supplier for which no specific time- limit has been laid

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down in the terms & conditions, shall be payable by the supplier within such time limit as may be prescribed in the various letters /orders addressed to the contractors. On failure to do so the supplier shall be liable to be debarred for not paying dues or payment etc. to the hospital for a period as decided by the Director or his nominee.

21. RATE-REVISION:-

Successful bidders shall not be entitled to any rate-revision of price for any reason except Govt. levies which become applicable after finalization of rate contract along with adequate documentary proof thereof.

22. INSPECTION OF MANUFACTURING COMPANY/ FIRM/ DISTRIBUTOR/

DEALER'S PREMISES:- The Executive Director AIIMS Bhopal or his nominee reserves the right for inspection of the firms participating in the tenders, by officers appointed by The Director AIIMS Bhopal. They can carry out inspection for assessing the capacity/capability/eligibility of the firm to make supplies on the basis of rate-contract and to ensure that good manufacturing practices/proper storage practices are being followed by the manufacturer/distributor. The decision of the Director shall be final in this regard.

23. INSPECTION OF SUPPLIES:-

Inspection will be done by the duly constituted committee and or authorized representatives in AIIMS Bhopal Hospital premises at designated place The Consignee Receipt Certificate and Final Acceptance Certificate will issue to the supplier Agency by the constituted committee and this needs to be submitted with the payment claim of the supplier agency on each occasion when the Order placed. Firm debarred by any Govt./Govt. undertaking for participating in Rate-Contract will not be considered for award of Rate-Contract during the period of debarment.

24. DISPUTES AND ARBITRATION:-

All disputes or differences arising during the execution of the contract shall be resolved by the mutual discussion failing which the matter will be referred to an Arbitrator who will appointed by the Director, AIIMS Bhopal for Arbitration for settlement of disputes in accordance with Arbitration & Conciliation Act 1996 or its subsequent amendment, whose decision shall be binding on the contracting parties

25. LAW GOVERNING THE CONTRACT:-

The laws of the Government of India shall govern this contract. The Court of Bhopal shall alone have jurisdiction to

decide any dispute arising out of or in respect of the contract. The courts at Bhopal District will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other than Bhopal District court shall have jurisdiction in the matter. Any failing or omission to carry out the provision of the contract by the supplier shall not give rise to any claim by any party, one against the other, if such failure of omission or arises from an act of God, which shall include all acts of natural calamities such as fire, flood, earthquake hurricane or any pestilence or from civil strikes, compliance with any statute and/or regulation of the Government, look out sand strikes, riots, embargoes or from any political or other reasons beyond the suppliers control including war (whether declared or not) civil war or state or insurrection, provided that notice of the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such an event which could be attributed to 'force majeure' conditions.

26. Non-blacklisting/non-debarring certificate:

The manufacturer shall furnish a non-blacklisting/non-debarring certificate that the firm has not been blacklisted in the past by any government/Private institution. The manufacturer has to give an affidavit on non-judicial stamp paper of **Rs.500/-** duly attested by notary that there is no vigilance/CBI/ FEMA case pending against the manufacturer and the firm has not been blacklisted/ debarred in the past by any Govt. or Private Organization. Conditions of advance payments or payment against delivery shall not be accepted. The Bidder shall furnish following certificates invariably along with techno-commercial bid, as applicable, otherwise quotation shall be summarily rejected:-A declaration by the proprietor of the firm, in case, the firm is proprietorship firms on non judicial stamp paper of worth Rs. 500/-duly attested. An attested copy of partnership deed duly registered by the Registrar of Firms, in case, of partnership firm. An attested copy of article of memorandum with constitution of firm and guidelines, in case, of private limited firm with name, photo & signatures of all Directors.

27. PAYMENTS:

Final Payments will be made only after the completion of the supplies as per terms and conditions and specification against the respective e-Tender/Purchase/Supply Order in the designated place of Hospital. The pre- receipted bills in triplicate along with authentic delivery challan, NEFT/RTGS Details etc. The applicable GST and any other Taxes of Statutory bodies should include in the Payment Claim Bill of Supplier Agency and the Agency solely will liable for necessary Tax Deposition to the concerned Statutory Tax Department as per applicable rules and AIIMS Bhopal will release Claim Payment after due deduction of applicable TDS on prevailing Tax rules and LD (if any) to Supplier Agency after satisfactory acceptance of supplied Goods preferably through NEFT/RTGS.

The Public Finance Management System (PFMS) implemented at AIIMS Bhopal. Each of successful supplier Agency is needed to be submit the PFMS required details with requested supportive Documents duly signed and attested copies in the format given at Annexure-XII. The invoice of Custom Duty paid to the Custom Deptt. shall be enclosed with Payment Claim of the Party for cross verification purpose to AIIMS Bhopal. Payment shall be made in Indian Rupees as specified in the Contract in the following manner

(i) On Receipt of Delivery at Consignee Site:

100% payment of the Ordered Consumable Items Value shall be paid preferably within one month period on receipt of Ordered Consumable Items at AIIMS Bhopal (i.e. Consignee) in Good condition and upon the submission of the following documents:-

- Triplicate duly signed and stamped Original copies of supplier's invoice showing TIN No. of the Firm, Contract Agreement Number of AIIMS Bhopal, PO Number of AIIMS Bhopal, Ordered Consumable Items description, Quantity Supplied, Approved Unit price, Tax and Total claimed Amount.
- Copy of Delivery Challan of supplied Items,
- Two copies of packing list identifying contents of each package supplied by the Supplier Agency.
- Performance Bank Guarantee of 5% of Total order value from any scheduled Nationalized/Commercial bank valid upto 39 months in favour of "The Executive Director, AIIMS Bhopal" payable at AIIMS Bhopal. Consignee Receipt Certificate (CRC) issued by the respective Store Department after Preliminary Inspection of Supplied Items.
- Final Acceptance Certificate in original issued by the authorized Inspection and Final Acceptance Committee of AIIMS Bhopal to the Supplier Agency after successful Acceptance of Supply.

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- Manufacturer's/Supplier's Test Certificate as per PO/Tender Terms.

28. OTHERS:

Technical Evaluation Committee/Procurement Committee and other committees as constituted by the Executive Director will decide regarding approval of samples, Rates, Quantities required to be procured (i.e. increase/decrease in either side as indicated in Annexure-I) for different categories of items as per requirement of AIIMS Bhopal basis and conduct the necessary Inspection during receipt of supply. Decision of the Director will be final and binding to all parties. No bidder/or his representative shall bring or attempt to bring any political or other outside influence to bear upon any superior authority or hospital functionaries to further this business interest. In doing so, tender of the concerned bidder will be rejected without assigning any reason.

29. Exclusive right:

The Executive Director, AIIMS Bhopal, has the full and exclusive right to accept or reject, increase or decrease order quantity, any or all the tenders without assigning any reasons and also to cancel the supply at any time without assigning any reason.



अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल
ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
साकेत नगर भोपाल (म.प्र.)462020
Saket Nagar, Bhopal (M.P.) - 462020

Schedule of Requirement

E-TENDER Id : AIIMS/BPL/Stores/Printing Stationery Items/2026-27/ /2025 E-Tender for Rate Contract for Supply & Printing Stationery Items at AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462 020 (MP) Dated:- / /

The quantities of item/items as per the decision of “The Executive Director”, AIIMS Bhopal will be increase/decrease either side as per the actual requirement of AIIMS Bhopal during the concurrency of this Rate Contract. The prospective Bidders are advised to read carefully following special terms and conditions required for mandatory compliance as per AIIMS Bhopal requirement before participation:-

1. The Quantities intimated in this Schedule of Requirement are an approximation of the Estimated Quantities needed to be consumed in the AIIMS Bhopal Hospital in two year period.
2. The Estimated Quantities may vary, on either side i.e. increase or decrease and the decision of the Executive Director AIIMS, which shall be final and binding to all parties.
3. Each Bidder will deposit/provide samples of each participating item to be tested for desired quality standards as per norms to the Stationery Stores Department of AIIMS Bhopal Hospital along with Sample submission Letter (if asked during Technical Evaluation of their Bid by AIIMS Bhopal). In case of non-availability of samples, during the Technical Bid Evaluation as per AIIMS Bhopal Email/Telephonic communication regarding the date of Technical Bid Evaluation to the Pre-Qualified Bidders only, those Pre-Qualified Bidders, Bids would be automatically rejected on the ground of non-submission of the Samples.
4. Each supply / new lot number will be tested for compliance with quality parameters on each occasion during the concurrency of Rate Contract. Only on Qualifying the desired Quality Parameters examined and approved by the Technical Expert Committee, Nominated by Director, the supply will be accepted at AIIMS Bhopal.
5. Failure of adequate supply within the stipulated supply time period communicated through the Purchase Order to L-1 Bidder by AIIMS Bhopal, on two occasions / failure on quality parameter of supplied item/items will automatically enforce penal action in the form of blacklisting or principal manufacturer for 5 years and the desired items shall be procured from the open market as per the satisfaction of AIIMS Bhopal Expert Technical Committee, Nominated by The Executive Director to meet the urgent requirement of the Institute on the cost of the L-1 Rate offered Vendor and the same will be recovered from his Outstanding Bills/Performance Security Deposit by AIIMS Bhopal.
6. Under rare circumstances some of these items may not be asked for / ordered for less than the annual demand due to unforeseen conditions / change in technology / change in work protocols and the decision of Executive Director in this regard shall be final and binding to all the parties. AIIMS Bhopal will not pay any amount to any Bidder against replacement of item/items, and for those Bidder does not carry out the replacement intimated by AIIMS Bhopal in writing well in advance, their such expired lot shall be treated as the loss to AIIMS Bhopal and the amount for such expired items shall be recovered from the pending Bills/Performance Security Deposit of the Bidder to indemnify the Institute.

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Sl No.	Item's Name	Specifications	Units	Approx. Required Quantity (per year)
1	Forms - 1	60 GSM, Paper Size- A4, 100 Pages in each pad, Single Side, Single Colour Printing.	Pads	75,000
2	Forms - 2	60 GSM, Paper Size- A4, 100 Pages in each pad, Double Side, Single Colour Printing.	Pads	50,000
3	Forms - 3	70 GSM, Paper Size- A4, 100 Pages in each pad, Single Side, Single Colour Printing.	Pads	3,000
4	Forms - 4	70 GSM, Paper Size- A4, 100 Pages in each pad, Double Side, Single Colour Printing.	Pads	5,000
5	Forms - 5	70 GSM, Paper Size- A4, 100 Pages in each pad, Single Side, Multi Colour Printing.	Pads	500
6	Forms - 6	70 GSM, Paper Size- A4, 100 Pages in each pad, Double Side, Multi Colour Printing.	Pads	500
7	Forms - 7	75 GSM, Paper Size- A4, 100 Pages in each pad, Single Side, Single Colour Printing.	Pads	200
8	Forms - 8	75 GSM, Paper Size- A4, 100 Pages in each pad, Double Side, Single Colour Printing.	Pads	200
9	Forms - 9	80 GSM, Paper Size- A4, 100 Pages in each pad, Single Side, Single Colour Printing.	Pads	200
10	Forms - 10	80 GSM, Paper Size- A4, 100 Pages in each pad, Double Side, Single Colour Printing.	Pads	200
11	Forms - 11	100 GSM, Paper Size- A4, 100 Pages in each pad, Single Side, Single Colour Printing.	Pads	100
12	Forms - 12	100 GSM, Paper Size- A4, 100 Pages in each pad, Single Side, Multi Colour Printing.	Pads	100
13	Forms - 13	100 GSM, Paper Size- A4, 100 Pages in each pad, White Sheet, Double Side, Single Colour Printing.	Pads	100
14	Forms - 14	100 GSM, Paper Size- A4, 100 Pages in each pad, White Sheet, Double Side, Multi Colour Printing.	Pads	100
15	Letter Head	Excel Bond/Royal Executive Bond Paper, 100 GSM, Paper Size- A4, 100 Pages in each pad, Single Side, Multi Colour Printing.	Pads	500
16	Drug Prescription Slip	60 GSM, 4.5*6 inch, 100 Pages in each pad, Single Side, Single Colour Printing.	Pads	5000
17	Medico Legal Case Sheet	Self carboned, white paper, 60 GSM, Set of 9 Sheets (3+3+3), Size-A4, 100 Pages in each pad, Single Side, Single Colour Printing.	Pads	700
18	Medical Certificate of cause of Death, Form no-4	Self carboned, white Sheet, paper size-A4, 60 GSM, 100 Pages in each pad, Set of 2 Sheets, Single Side, Single Colour Printing.	Pads	500
19	Death Information, Form no-2	Self carboned, white Sheet, paper size-A4, 60 GSM, 100 Pages in each pad, Set of 2 Sheets, with Perforation, Single Side, Single Colour Printing.	Pads	500
20	Blood Group Investigation Form	White Sheet, Paper Size- A5, 60 GSM, 100 Pages in each pad, Single Side, Single Colour Printing.	Pads	1000
21	Anaesthesia Consent Form	70 GSM, Paper Size- A4, 100 Pages in each pad, Double Side, set of 6 pages in one pad,	Pads	120

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	- 1	Single Colour Printing.		
22	Anaesthesia Consent Form -2	60 GSM, Paper Size- A4, 100 Pages in each pad, Double Side, set of 6 pages in one pad, Single Colour Printing.	Pads	100
23	Nursing Initial Assessment Form-1	60 GSM, Paper Size- A4, Set of 4 pages in one pad (Double side + Single side), 100 Pages in each pad, Single Colour Printing.	Pads	1000
24	Nursing Initial Assessment Form-2	70 GSM, Paper Size- A4, 100 Pages in each pad, Set of 4 pages in one pad (Double side + Single side), Single Colour Printing.	Pads	500
25	Death Summary of CFM	A-3 size, White Paper-70 GSM, 100 Pages in each pad, Double Colour, Single Colour Printing.	Nos	5000
26	Compatibility report	Size-25*21 cm, 100 GSM, both side printing, binding, 200 pages (one original and one duplicate copy with numbering)	Pads	700
27	Indent Book	60 GSM Indent Book of 200 sheets (set of 1 white + 1 colour each), Perforation and twin numbering with Red ink, Size- Legal, Single Side, Single Colour Printing	Nos	200
28	Laundry Book	60 GSM - laundry book of 200 sheets (set of 1 white + 3 colours each- Yellow, pink, light Blue), Perforation and twin numbering with Red ink, Size- Legal, Single Side, Multi Colour Printing	Nos	200
29	Service Book	70 GSM, with hard bound, thread sewing, Size- Legal, Double Side, Single Colour (Green Sheet) Printing, 200 pages with numbering.	Nos	1,000
Registers:				
30	Attendance Register- Staff	70 GSM, 120 Sheets with hard binding, Thread sewing, page numbering, Size- 8.5*13 inch, Double Side, Single Colour Printing	Nos	1,000
31	Attendance Register- Student	70 GSM, 72+4 Pages, Cover page-300 GSM, Matt Paper, Center Pin, page numbering, Size- 8.5*11 inch, Double Side, Single Colour Printing	Nos	1,000
32	Register- 100 numbered pages, Legal Size	70 GSM, with hard bound, thread sewing, Size- Legal, Double Side, Single Colour Printing, 100 pages with numbering	Nos	2,000
33	Register- 200 numbered pages, Legal Size	70 GSM, with hard bound, thread sewing, Size- Legal, Double Side, Single Colour Printing, 200 pages with numbering	Nos	2,000
34	Register- 300 numbered pages, Legal Size	70 GSM, with hard bound, thread sewing, Size- Legal, Double Side, Single Colour Printing, 300 pages with numbering	Nos	500
35	Register- 400 numbered pages, Legal Size	70 GSM, with hard bound, thread sewing, Size- Legal, Double Side, Single Colour Printing, 400 pages with numbering	Nos	1,000
36	Register- 200 numbered	70 GSM, with hard bound, thread sewing, Size-A3, Double Side, Single Colour	Nos	1000

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	pages,Size-A3	Printing, 200 pages with numbering		
37	Register- 300 numbered pages,Size-A3	70 GSM, with hard bound, thread sewing,Size-A3, Double Side, Single Colour Printing, 300 pages with numbering	Nos	100
38	Register- 400 numbered pages,Size-A3	70 GSM, with hard bound, thread sewing,Size-A3, Double Side, Single Colour Printing, 400 pages with numbering	Nos	500
39	ADR Register	70 GSM, 120 Sheets with hard binding, thread sewing, Size-8.5*13 inch, Double Side, Single Colour Printing, pages with numbering	Nos	05
40	Stock Register-1	Paper Size- Legal, Ledger Paper-White, Paper Quality: A grade, 80 GSM,200 Pages + 26 Index Pages, hard Binding with Blue Colour Rexine and Canvas on back side, pages with numbering	Nos	200
41	Stock Register-2	Paper Size-Legal, Ledger Paper-White, Paper Quality: A grade, 80 GSM,400 Pages + 26 Index Pages, hard Binding with Blue Colour Rexine and Canvas on back side, pages with numbering	Nos	600
42	Stock Register-3	Paper Size- A3, Ledger Paper-White, Paper Quality: A grade, 80 GSM, 200 Pages + 26 Index Pages, hard Binding with Blue Colour Rexine and Canvas on back side, pages with numbering	nos	100
43	Stock Register-4	Paper Size- A3, Ledger Paper-White, Paper Quality: A grade, 80 GSM, 400 Pages + 26 Index Pages, hard Binding with Blue Colour Rexine and Canvas on back side, pages with numbering	Nos	100
44	Fixed Assets Stock Register-1	Paper Size- A3, Ledger Paper-Green , Paper Quality: A grade, 80 GSM, 200 Pages + 26 Index Pages, hard Binding with Blue Colour Rexine and Canvas on back side, pages with numbering	Nos	300
45	Fixed Assets Stock Register-2	Paper Size- Legal, Ledger Paper-Green , Paper Quality: A grade, 80 GSM, 200 Pages + 26 Index Pages, hard Binding with Blue Colour Rexine and Canvas on back side, pages with numbering	Nos	300
46	Ruled Register- 100 numbered pages,Size- 21*33 cm	70 GSM, with stitched and hard bound,Size- 21*33 cm, Double Side, Single Colour Printing, 100 pages with numbering	Nos	5,000
47	Ruled Register- 200 numbered pages,Size- 21*33 cm	70 GSM, with stitched and hard bound,Size- 21*33 cm, Double Side, Single Colour Printing, 200 pages with numbering	Nos	5,000
48	Ruled Register- 300 numbered pages,Size- 21*33 cm	70 GSM, with stitched and hard bound,Size- 21*33 cm, Double Side, Single Colour Printing, 300 pages with numbering	Nos	3,000
49	Ruled Register- 400 numbered	70 GSM, with stitched and hard bound,Size- 21*33 cm, Double Side, Single Colour Printing, 400 pages with numbering	Nos	2,000

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	pages,Size-21*33 cm			
50	Blood Transfusion Record and Reaction Form (Booklet)	Size-A4, 100 GSM, both side printing, binding, 200 pages with numbering	Nos	350
51	Issue Slip (Booklet)	Size-A4, 80 GSM, both side printing, binding, 100 pages with numbering	Booklet	800
52	Donor Referral Slip (Booklet)	Size-25*21 cm,100 GSM, binding, 200 pages with numbering	Booklet	30
53	Blood donor record register	Size-20*30 cm, 100 GSM, both side printing, thread sewing, hard binding, 200 pages with numbering	Nos	90
54	Donor Blood Group Register	Size-15*20 cm, 100 GSM, both side printing, thread sewing, hard binding, 200 pages with numbering	Nos	100
55	Daily blood stock register	Size-10*15 cm, 100 GSM, both side printing, thread sewing, hard binding, 200 pages with numbering	Nos	540
56	TTI record register	Size-17*27 cm, 100 GSM, both side printing, thread sewing, hard binding, 200 pages with numbering	Nos	300
57	Emergency Codes Response & CPR Register-100 numbered pages	70 GSM, with hard bound, thread sewing,Size- Legal,Double Side, Single Colour Printing, 100 pages with numbering Remarks: 1-30 pages = Code Blue details, 31-60 pages = CPR details, 61-80 pages = Code Pink details & 81-100 pages = Code Red details.	Nos	75
58	Donor Form Bundle (Booklet- 21 Pages)	70 GSM, with hard bound, thread sewing, Size- A5, 21 Pages each Booklet with numbering	Booklet	20
59	Log Book (Booklet)	70 GSM, with hard bound, thread sewing, Size- A4, 50 Pages each Booklet with numbering	Booklet	500
60	Diary	70 GSM, with hard bound, thread sewing, Size- A5, 50 Pages each Booklet with numbering	Booklet	2,000
61	Radionuclide Therapy Follow-up Booklet	Cover Page-100 GSM (22+4 pages),Inner Page -70 GSM, Paper Size- A5, Double Side, Single Colour Printing	Booklet	2,100
62	Lab Entry Register	(1)Size: 8 inches X 11.5 Inches, (2) No. of Pages- 101 Sheets (pages Nos. 1-100 to be stamped) (To include the definitions as the first page of register) Paper: (1) Cover leaves: Hard core binding with cloth/rexim corners with end. (2) Text:-95 GSM Super sunshine/ledger paper (light green colour)	Nos	20

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		<p>Printing: (1) Cover:1+0 color (2) Text Fabrication: Stitching with good quality hard-case binding on 8 inch Side (Landscape) Note:Rows of the table on the left side of the page should be aligned with the rows of the table on the right side</p>		
Card & Certificate:				
63	Donor registration card	350 GSM, Size- A4 Folding, Double-side print, Multi colour printing	Nos	40,000
64	Printed donor unit number	Size- A4, 350 GSM, Opaque Sticker die cutting into 6-unit numbers, Numbering as per user department.	Nos	20,000
65	Appreciation certificate	Size-A4, 350 GSM, Hard, multi-color printing, one-side printing	Nos	10,000
66	Patient Attendant Pass	200 GSM Card Sheet (White), 9*6 cm with serial number, Single Side, Single Colour Printing	Nos	1,00,000
67	Patient Visitor Pass	200 GSM Card Sheet (Yellow), 9*6 cm with serial number, Single Side, Single Colour Printing	Nos	1,00,000
68	Antenatal Card (OBGY)	200 GSM Card (colour), Paper Size- A4, Double Side, Single Colour Printing	Nos	2,000
69	Antenatal Record Card	Number of Pages: 12 (4 cover pages + 8 Inner pages), Paper: 300 GSM Art Card for cover page and 80 GSM white maplitho paper for Inner pages, Paper Quality: A grade and 80-90 % Brightness, Printing: Both side Single colour printing (Blue colour for cover and Black colour for Inner), Size: A4, Stapler Stitch Sewing	Nos	2,000
70	Yellow Fever Certificate	Type: Single units/ nos Paper size: 7 inch * 10 inch GSM: 250 gsm Double side Printing, Colour of paper: Yellow, Colour of print: Dual colour- Black and Red, 3 Lines in Red ink namely- Sr. No. YFVC/030/AMB Yellow Fever Vaccination Centre All India Institute of Medical Sciences, Bhopal. Rest of the Print in Black Ink	nos	3,000
71	Oral Polio Certificate	Type: Single units/ nos Paper size: 8.5 inch * 6 inch GSM: 200 gsm Double side Printing, Colour of paper: Pink, Colour of print: Dual colour- Black and Red,	Nos	1,000

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		Red Colour print for Serial Number Starting from 00001. Rest of the Print in Black Ink		
72	Equipment Log Book	150 GSM, Maplitho Paper, Folding with inside file clip, size- 18 x 12 inch, Double Side, Single Colour Printing	Nos	2,000
73	Patient Case File Folder	300 GSM Matt Paper, Inside Lamination & Paper clip fixed, Size- 20x12 inch, Double Side, Multi Colour Printing	Nos	1,30,000
74	IV Line Sticker (Red, Blue,White, Grey)	Stickable, 200 GSM, Adheshive , Multiple Sticker on A2 paper	Nos	500
75	IV Bottles Stickers (High Alert, Cytotoxic)	Stickable, 200 GSM, Adheshive , Multiple Sticker on A2 paper	Nos	500
76	Donor White Card	300 GSM, Size- 15*10 cm, Single Side, Single Colour Printing	Nos	500
77	Eye Donation Pledge Form	150 GSM, Size- 14.2*23.5 cm, Single Side, Single Colour Printing	Nos	500
78	Eye Donation Awareness Pamplate	70 GSM, Size- 21.5*30 cm, Double Side, Single Colour (Blue) Printing	Nos	1,000
ICU Chart				
79	ICU chart (Specific)	white sheet, 80 GSM ,Paper size-11x13 inch , Double side, single colour Printing	Nos	10,000
80	ICU chart-1	white sheet, 80 GSM ,Paper size-A2, 23*18 inch, Double side, single colour Printing	Nos	30,000
81	ICU chart -2	white sheet, 80 GSM ,Paper size-A3, Double side ,single colour Printing	Nos	70,000
Examination Cell				
82	Printing of Main Exam Copy with Barcode	<p>Paper Size: A4</p> <ul style="list-style-type: none"> GSM: 80 (Paper quality) Hole on left hand corner of answer sheet for tying. <p>Printing features:</p> <ul style="list-style-type: none"> Pages: 24 ruled (Each copy) Page Numbering Valuation Sheet (Last page) Perforation (First page) Bar Codes on first and last pages (Total 6 barcode on each copy) Staple on three places Colour: Matter in single color (Black) with Sl.No of answer sheet in Red 	Nos	8,000
83	Printing of Supplementary copy with Perforation	<p>Paper Size: A4</p> <ul style="list-style-type: none"> GSM: 80 (Paper quality) Hole on left hand corner of answer sheet for tying. <p>Printing features:</p> <ul style="list-style-type: none"> Pages: 8 ruled (Each copy) Page Numbering Perforation (First page) Staple on three places 	nos	6,000

Tender ID: AIIMS/BPL/Stores/Printing Stationery Items/2026-27/011

		<ul style="list-style-type: none"> Color: Matter in single color (Black) with Sl.No of answer sheet in Red 		
84	Printing of Practical copy (Common for Main & Internal Exams)	<ul style="list-style-type: none"> Paper Size: A4 GSM: 80 (Paper quality) Hole on left hand corner of answer sheet for tying. <p>Printing features:</p> <ul style="list-style-type: none"> Pages: 8 ruled (Each copy) Page Numbering Staple on three places Color: Matter in single color (Black) with Sl.No of answer sheet in Red 	Nos	12,000
85	Printing of Main Exam Copy without Barcode	<ul style="list-style-type: none"> Paper Size: A4 GSM: 80 (Paper quality) Hole on left hand corner of answer sheet for tying. <p>Printing features:</p> <ul style="list-style-type: none"> Pages: 16 ruled (Each copy) Page Numbering Staple on three places Color: Matter in single color (Black) with Sl.No of answer sheet in Red 	Nos	17,000
86	Printing of Supplementary copy (Internal Exams)	<ul style="list-style-type: none"> Paper Size: A4 GSM: 80 (Paper quality) Hole on left hand corner of answer sheet for tying. <p>Printing features:</p> <ul style="list-style-type: none"> Pages: 8 ruled (Each copy) Page Numbering Staple on three places Color: Matter in single color (Black) with Sl.No of answer sheet in Red 	Nos	12,000
87	Media Specification and security feature for degree Printing	<ul style="list-style-type: none"> Size: A4 (210 mm* 297 mm), 272 GSM, 200 micron, Polyester based non-tearable and water proof media Density: C-0.040, M-0.030, Y-0.020,K-0.040 Capacity: High, no Ghost Image should appear Brightness: L-93, A-0.2,B- (-1.1) <ol style="list-style-type: none"> Alpha Numeric QR Code having variable data of students. Alpha Numeric Bar Code having variable data of students. Micro/Nano text having Name of the students can be seen through 60x magnify lens. Correlation Mark having Name of the students can be seen through Decoder film. U.V. Mark having Name of the students can be seen only through U.V. light. Holographic University Logo. University Logo Printed as a watermark. Variable data in background lyre. 	nos	500

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		<ol style="list-style-type: none"> 9. University Name in Transparent Ink. 10. Transparent Logo in clear Ink. 11. Transparent Security Impression with variable data. 12. Hidden security in background layer. 13. Anti copy feature. 14. Eraser Protected feature. 15. Colour Photograph of the Students having Invisible Security Layer. 16. Printing of Degree is done in Single pass process with variable and static data. 17. Invisible ghost image of the University Logo. 18. University Name in Gold foil leaf. 19. Printing on 200 micron non-tearable with 100 % water proof. 		
88	Media Specification and security feature for Mark sheet Printing	<ul style="list-style-type: none"> • Size: A4 (210 mm* 297 mm), 170 GSM, 125 micron, Polyester based non-bearable and water proof media. • Density: C-0.040, M-0.030, Y-0.020,K-0.040 • Capacity: High, no Ghost Image should appear • Brightness: L-93, A-0.2, B- (-1.1). <ol style="list-style-type: none"> 1. Alpha Numeric QR Code having variable data of students. 2. Alpha Numeric Bar Code having variable data of students. 3. Micro/Nano text having Name of the students can be seen through 60x magnify lens. 4. Correlation Mark having Name of the students can be seen through Decoder film. 5. U.V. Mark having Name of the students can be seen only through U.V. light. 6. Laser generated University Logo. 7. University Logo Printed as a watermark. 8. Variable data in background lyre. 9. Transparent Security Impression with variable data. 10. Anti copy feature. 11. Eraser Protected feature. 12. Colour Photograph of the Students. 13. Printing of Degree is done in Single pass process with variable and static data. 14. Printing on 125 micron non-tear able with 100 % water proof. 	Nos	1,000
89	Media Specification for degree Folder Printing	<ul style="list-style-type: none"> • Size: to be fit 9*12.5 size degree certificate • Fabrication: Leatherite Rexine with Eight corners fitted inside and University name and Logo Screen printed on front side. 	Nos	500
Envelope:				
90	X-Ray Film Envelope (Size:10*12 inch)	Size-10*12 inch, 100 GSM Yellow sheet Inner Laminated Paper with Printing as per User Department, Envelope Folder and Die cut paper, Pack of 250 Pieces	Nos	50,000

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91	X-Ray Film Envelope (Size:12*16 inch)	Size- 12*16 inch, 100 GSM Yellow sheet Inner Laminated Paper with Printing as per User Department, Envelope Folder and Die cut paper, Pack of 250 Pieces	Nos	40,000
92	X-Ray Film Envelope (Size:15*18 inch)	Size- 15*18 inch, 100 GSM Yellow sheet Inner Laminated Paper with Printing as per User Department, Envelope Folder and Die cut paper, Pack of 250 Pieces	Nos	42,000
93	Envelope: Small (9*4 inch)	Size- 9*4 inch, 75 GSM White Sheet paper with AIIMS Name and Logo Printing, Envelope Folder and Die cut paper, Pack of 50 Pieces	Nos	20,000
94	Envelope:A4	Size-A4, 100 GSM Yellow Sheet paper with Inner Lamination, AIIMS Name and Logo Printing, Envelope Folder and Die cut paper, Pack of 50 Pieces	Nos	15,000
95	Envelope:A3	Size-A3, 100 GSM Yellow Sheet paper with Inner Lamination, AIIMS Name and Logo Printing, Envelope Folder and Die cut paper, Pack of 50 Pieces	Nos	5,000
96	MR Book	BOOK SIZE 21*13 CONTAINING 100 PAGE AND 2 DUPLICATE PAGE TOTAL PAGE IN MR BOOK 300 PAGE / 60 GSM/ Colour Print	Nos	120
97	Cash Book	CASHBOOK WITH 365 PAGE 36X27 CM /75 GSM	Nos	3
98	DV Register	DV REGISTER WITH 100 PAGE 36*24 CM /75 GSM	Nos	3
99	Poster Flex	6*3 feet PVC or Fabric Multi Colour Printing	Nos	10

Note: All Bidders should quote item/items with following approved standards and shelf life:-

1. Substandard and rejected items must be replaced within 15 days times by the approved Supplier Agency, if any such intimation received from AIIMS Bhopal in writing.



अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल
ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
साकेत नगर भोपाल (म.प्र.)462020
Saket Nagar, Bhopal (M.P.) - 462020

UNDERTAKING

**FOR COMPLIANCE OF ALL TERMS & CONDITIONS MENTIONED IN THIS
TENDER DOCUMENT** *(To be executed on Rs. 500/-Non-judicial Stamp Paper duly
attested by Public Notary)*

**E-TENDER Id : AIIMS/BPL/Stores/Printing Stationery Items/2022-23/195, dated :
02/03/2023 E-Tender for Rate Contract for Supply & Printing Stationery Items at
AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462020 (MP)**

To
Sir,
The Executive Director,
AIIMS Bhopal,
Saket Nagar, Bhopal-462 020 (MP), India

1. I/We, the undersigned, hereby submit my /our tender for the Registration of firm /company for the supply of Consumables on one year rate contract basis.
2. I/We undertake that once the tender is decided, the Performance Security @ 5% of the Order Value on each Occasion for Ordered Items will be furnished by the undersigned/ Approved Firm within the 15 Days time to AIIMS Bhopal by the way of FDR/Performance Bank Guarantee for the Period of 26 months in favor of "The Executive Director, AIIMS Bhopal, payable at Bhopal and AIIMS Bhopal will not pay any interest against our Performance Security Deposit.
3. I/We have noted that over written entries shall be deleted unless duly cut, re-written, initialed, duly signed and sealed (No thumb impression should be affixed).
4. I/ we certify that I / we have gone through and agree to the terms & conditions mentioned herein and undertake to comply with them for the contract period (valid for Three year from the date of signing of the agreement deed plus extendable up to twelve months).
5. I/we, the undersigned, hereby bind myself /ourselves to supply the Consumables to Director, AIIMS, and Bhopal during the validity of this tender & rate-contract.
6. The decision of The Executive Director, AIIMS Bhopal or his nominee as regards the quality and kind of the articles supplied by our firm shall be final and binding on me .In case, our supplies are found to be of inferior quality, AIIMS Bhopal reserves the right to get replacement on free of cost or destroy the same if we will fail to replacement and our firms is repeating same mistake in three times will be removed from the list of the vendors at AIIMS Bhopal and debar our firm for future AIIMS Bhopal Hospital Tenders participation for three years period. I/we agree that in case of failure to supply the material within the stipulated date of delivery in Purchase order. AIIMS Bhopal reserves the right to arrange the same from the market/other source at my/our

Tender ID: AIIMS/BPL/Stores/Printing Stationery Items/2026-27/011

risk and cost. This will be recovered from the pending bill of us and even from performance security deposit already submitted by us.

7. I/ we shall submit the samples of the items quoted as and when required and in case I/ we fail to do so, the earnest money deposited by me/ us can be forfeited by the Institute, and my/our quotations may not be considered for this tender.
8. I/We do hereby confirm that I/we aware about the provisions of "Make in India" initiatives and directives regarding Price Preference Policy to Make in India Registered Bidders and I/We undertake for following the same as per directions of AIIMS Bhopal in respect of this e-tender.
9. I/We undertake to respect Anti-Profiteering Rule under GST Act 2017 of Govt. of India and will be mandatorily to pass on the benefit due to reduction in rate of tax to the AIIMS Bhopal by way of commensurate reduction in our prices. And if I/we will found defaulter for following of above said rule (i.e. passing all the benefits of GST Tax Regime price reductions to AIIMS Bhopal), the AIIMS Bhopal have the right to initiate necessary action deemed fit as per GST Act 2017 against our firm.
10. The conditions contained herein shall form part of and shall be taken as if they are included in the agreement to be entered into or treated as agreement itself at the discretion of The Executive Director.
11. I/ we shall execute an agreement on Non-judicial Stamp paper of Rs.500/- (Rupees Five Hundred only) in case my/our tender is accepted and an agreement will be executed by me within 15 days of the intimation of acceptance of Rates for the tender failing which, my/ our EMD Security Deposit will be forfeited and firm's name will be removed from the list of vendors at the AIIMS, Bhopal.
12. The undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them. I have no objection for any of the content of the tender document and I undertake not to submit any complaint/ representation against the tender document after submission date and time of the tender. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of tender.
13. I/We undersigned hereby bind myself/ourselves to ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL, SAKET NAGAR, BHOPAL-462020 (MP) INDIA to supply the approved awarded items in the approved prices to AIIMS Bhopal, during the Rate Contract period under this contract.
14. The articles shall be of the best quality and of the kind as per the requirement of the institution. The decision of the Director, AIIMS Bhopal, India (herein after called the said officer) as regard to the quality and kind of article shall be final and binding on me.
15. Should the said officer deem it necessary to change any article on being found of inferior quality, it shall be replaced by me/us free of cost within 15 Days time to prevent inconvenience.
16. I/We hereby undertake to supply the items during the validity of tender as per directions given in supply order within stipulated period positively.
17. If I/We fail to supply the stores in stipulated period the AIIMS Bhopal hospital has full power to compound or forfeit the Performance Security deposit.
18. I/We declare that no legal/financial irregularities are pending against the proprietor/partner of the tendering firm or manufacturer.
19. I/We undertake that the rates quoted by me when approved and selected by the Director, AIIMS

Tender ID: AIIMS/BPL/Stores/Printing Stationery Items/2026-27/011

Bhopal will be valid for **Two year from the date of approval of the rate contract in the format given in Annexure-IX** or till extended as mutually agreed upon. I undertake to supply the stores within 30 days for Indian make and within 60 days for imported make items. I undertake to supply the order within stipulated period and if fail to supply order during the stipulated period the necessary action can be taken by the Director, AIIMS Bhopal, India.

20. I/We undertake that if the rates of any items are lowered due to any reason, I will

charge the lower rates. 21. I/We undertake that the items supplied are as per

sample/catalogue/technical literature description.

22. I/We undertake that the quoted rates are not higher than that approved in any other Govt. institutions in India for the same items during the current Financial Year.

23. Affidavit regarding No CBI inquiry/FEMA/Criminal proceeding/Black listing is pending or going on against the manufacturer/Bidder firm is also enclosed. I undertake that I will not submit any irrelevant documents with the tender and in doing so I will not have any objection if my tender is rejected on that ground.

24. I/we do hereby confirm that the prices/rates quoted are fixed and are at par with the prices quoted by me/us to any other Govt. of India/Govt. Hospitals/Medical Institutions/PSUs. I/we also offer to supply the stores at the prices and rates not exceeding those mentioned in the price bid.

25. I/we also declare that in case of change of Indian Agent or for any other change. Merger, dissolution solvency etc. in the organization of our foreign principles, we would take care of the smooth supplies and have provided written confirmation for the same.



अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल
ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
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Saket Nagar, Bhopal (M.P.) - 462020

Affirmation

I/We pledge and solemnly affirm that the information submitted in E-Tender Bid documents is true to the best of my/our knowledge and belief. I/We further pledge and solemnly affirm that nothing has been concealed by me/us and if anything adverse comes to the notice of purchaser during the validity of Rate Contract period on approved items awarded to us for supply to AIIMS Bhopal against this E-Tender Enquiry. The Executive Director, All India Institute of Medical Sciences, Bhopal (India) will have full authority to take appropriate action deemed fit against our firm.

I/We hereby declare that, our quoted prices against this E-Tender Enquiry are not higher than prices offered by us to any others Govt. Institutions/Other Institutions as per prevailing market prices and we are liable for passing of all the benefits of GST in terms of cost reduction on account of various tax factors to AIIMS Bhopal as per the provisions of GST Act 2017. If any time AIIMS Bhopal will get the information that we have supplied items on higher prices in comparison to other institutes on the basis of prevailing applicable prices, we are undertaking that, we are liable for refunding and depositing back such difference amount to AIIMS Bhopal from our side without any question.

We also undertake that the Department of Commerce or Ministry/any other Department has not debarred/blacklisted our firm as per best of our knowledge. If any such debarment/blacklisting come to the notice of AIIMS Bhopal Authorities during execution of Supplies against this E-Tender Enquiry, AIIMS Bhopal have right to reject our proposal and take appropriate action as deemed fit against our firm as per prevailing applicable Rules & Regulations.

Signature of Bidder (Name of Bidder)

With seal of firm

Place.....

Date.../...../.....



अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल
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Saket Nagar, Bhopal (M.P.) – 462020

CRIMINAL LIABILITY UNDERTAKING

(To be executed on Rs.500/-Non-judicial Stamp Paper duly attested by Public Notary)

E-TENDER Id : AIIMS/BPL/Stores/Printing Stationery Items/2022-23/195
E-Tender for Rate Contract for Supply & Printing Stationery Items at AIIMS Bhopal
Hospital, Saket Nagar, Bhopal-462 020 (MP)

I.....S/o.....
..... Resident
of.....
.....

.....Do solemnly pledge and affirm: -

1. That I am the proprietor /partner/authorized signatory of
M/s.

.....
..... That my firm has not been declared defaulter by any Govt. Agency and that NO
case of any nature i.e.

CBI/FEMA/Criminal/Income Tax/GST Blacklisting is pending against myfirm.

Name & Signature

Seal of the participating Bidder Company

Affirmation/Verification



अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल

ALL INDIA INSTITUTE OF MEDICAL
SCIENCES BHOPAL

साकेत नगर भोपाल (म.प्र.) 462020

Saket Nagar, Bhopal (M.P.) – 462020

**E-TENDER Id : AIIMS/BPL/Stores/Printing Stationery Items/2026-27/ , Dated : /
/2025 E-Tender for Rate Contract for Supply & Printing Stationery Items at AIIMS
Bhopal Hospital, Saket Nagar, Bhopal-462 020 (MP)**

TECHNICAL BID DOCUMENTS

(MANDATORY DOCUMENTS NEEDS TO BE UPLOADED)

(Upload duly Signed, Stamped and scanned copy of following Technical Bid Documents including Pre Qualification Check List in Technical Bid Document Slot of E-Tendering Solution)

S. NO.	NAME OF DOCUMENT'S LEGIBLE SCANNED COPIES REQUIRED TO BE UPLOADED*	YES	NO	Remarks
(1)	Hard copies of documents to be submitted on or before closing the bid: (Absence of the any documents tender may be rejected). Serial Number of submitted documents should be in sequence as mentioned below:-			
A	Bid Security Form annexed at Annexure - 12			
B	Original copy of Undertaking for acceptance of all Terms & Conditions mentioned in this E-Tender on Non Judicial Stamp Paper worth of Rs. 500/- as per Annexure-2 , duly notarized.			
C	Original copy of Undertaking for Criminal Liability on Non Judicial Stamp Paper worth of Rs. 500/- as per Annexure-3 , duly attested by notary public.			
D	Original copy of Integrity Pact on Non Judicial Stamp Paper worth of ₹ 500/- as per Format given at Annexure-9			

E	<p>Hard/Scanned copies of documents to be submitted on or before closing date as per e tendering solution in the Sealed Envelope super scribing “Technical Bid” with e Tender ID or its Scanned copy must upload in “Technical Bid Slot” as below: (I) Catalogues properly numbered should be submitted as hard copies/Scanned copies in Technical Bid Slot of e-tendering Portal. Copies of Technical Literature/Catalogues for each item quoted duly put code number (if any) of items as per tender item list given in Schedule of Requirement (Annexure-I) on each catalogue/literature document must submitted in the Technical Bid Envelope/upload in technical Bid Slot of e-tendering portal. Non submission may lead to non-consideration of the bid for that item.</p>			
(2)	<p>Technical Bid Documents needs to be uploaded on e-tender solution’s “Technical Bid Document” Slot by the Bidder:</p>			
I	<p>The scanned copies of the above said documents (A, B, C& D) shall also be submitted along with the online tender document in the E-Tendering portal of AIIMS Bhopal (i.e.https://www.tenderwizard.com/AIIMSBHOPAL)</p>			
II	<p>Signed and scanned copy of valid Company Registration/Incorporation.</p>			
III	<p>Signed and scanned photocopy of proof of latest Quarter GST returns filed by the participating company.</p>			
IV	<p>Signed and scanned copy of PAN Card of the firm/company.</p>			
V	<p>Signed and scanned copy of CA Certificate of Income Tax return of the firm/company for the last three financial years (i.e. for Assessment Financial Year- 2019-20, 2020-21 and 2021-22).</p>			

VI	<p>Legible scanned copies of CA certificate of Audited Balance Sheet and Profit & Loss Account for last three Financial Years (i.e. for FY 2022-23, 2023-24 and 2024-25) duly certified by the Chartered Accountant/Company Secretary must require to be uploaded. The Annual Turnover of the Bidder company for participating in this e-tender must be Rs. 1 Crore.</p> <p>For this purpose a scanned copy of Letter duly certified by the Chartered Accountant/Company Secretary for clearly mentioning the above three FY's Annual Turnover Figures must upload for necessary references by the Bidder.</p>			
VI I	<p>List of Name of the Organizations and their contact details where the same nature Items previously supplied by him as asked in Schedule of Requirement in Annexure-I against this e-tender Enquiry by any interested bidder for Bidding items to any Government Hospital/Institute/PSU's/Other reputed Institutions in India in Last Three Financial Years (i.e. 2019-20, 2020-21 and 2021-22) must require to be upload. If any Bidder will not upload the requested List of above requested information in respect of Items asked in this E-Tender enquiry of the requested FYs, there bid is liable for rejection.</p>			
VI II	<p>Singed and attested legible scanned copies of at least three Numbers of Previous Purchase Order Copies for each of participating item, which they have been supplied to various reputed Government Hospitals/Institutions/PSU's/Other reputed Hospitals/Institutions in India in last Three Financial Years in Chronological Order from FY- 2019-20, 2020-21 and 2021-22 clearly showing the Financial value of PO Amount for Technical bid evaluation purpose.</p>			
IX	<p>Signed & scanned copy of the authorization Letter in the name of Authorized Person allowed by Proprietor / Owner to sign the documents in case the owner/proprietor is not signing the tender document.</p>			
X.	<p>Signed and scanned copy of duly filled PFMS Form of AIIMS Bhopal in the format given at Annexure-10</p>			

XI	Signed and Scanned Check list of Technical Bid required documents as per Annexure-4 must upload in the respective Technical Bid Document Slot in the e-Tendering solution of AIIMS Bhopal by the Bidder.			
XI I	Signed & Legible scanned copy of the Technical bid " Annexure-4 "			
XI I I	Scanned copy of List of the items with its make, model & country of origin without indicating prices in Technical bid by interested Bidder for Technical Evaluation purpose on those items he want to be participate against in this E-Tender as per the Schedule of Requirement given in " Annexure-I " of this e-Tender Enquiry.			
XI V	Scanned copy of Declaration in case of manufacturer or Scanned & Attested copy of current contract/Authorization - between manufacturer and distributor /bidder as the case may be in the format given at " Annexure-13 ". Declaration / authorization from the manufacturer should be submitted for every quoted item / Consumables. However, if the bidder is quoting more than one Consumables/item of the same make, single authorization mentioning the name of items / Consumables from the manufacturer is sufficient.			

X V	In case of imported stores, Bidder should submit scanned and signed copy of authorization of agency agreement elaborating on the responsibility of foreign supplies / principal and service to the Bidder by the Indian Agent giving details of services available in India.			
X VI	Singed and attested legible scanned copies of Performance Certificates regarding their Supply, their Consumables Performance/Items, which they have been supplied to various reputed Government Hospitals/Institutions/PSU's/Other reputed Hospitals/Institutions in India in last Three Years in Chronological Order from 2019-20, 2020-21 and 2021-22			
X VI I	Signed and Scanned copies of valid ISO and CE(EUROPEAN)/USFDA/DGCI/WHO GMP (which is applicable) certifications from competent authority with clearly showing validity date in respect of quoted item.			

	If the any of the above all desired document's from (1) A, B, C &D, 1,2,3,4,5,6,7,8,9,10,11,12,13 and 14 legible scanned copies has not been uploaded by the any participating Bidder, his bid will be liable for rejection.			
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Name & Signature

Seal of the participating Bidder Company with Date

***Note :(√) in applicable column.**

[For office use only]

Bid is Accepted/Rejected.....

Signature -----

With name & date



अखिल भारतीय आयुर्विज्ञान संस्थान भोपाल
ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
साकेत नगर भोपाल (म.प्र.) 462020
Saket Nagar, Bhopal (M.P.) - 462020

E-Tender for Rate Contract for Supply & Printing Stationery Items at AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462 020 (MP)

FINANCIAL BID

(Fill and Upload the FINANCIAL BID in the BOQ Excel Sheet Format of Financial Bid E-Tendering Portal)

1. Rates for the Items should be uploaded in the uploaded BOQ.
2. All quoted rates should be inclusive of everything viz. freight charges, packing charges, forwarding and insurance charges, transportation and octroi up to FOR, GST/Custom Duty(Add applicable CD% beyond the CDEC provided by AIIMS Bhopal). Quoted price means that all such expenses have been taken in accountably the bidder and are inclusive in the quoted offered price.
3. The supply of items will be brand new and supply should be made in good conditions to the respective store by the bidder whether imported or indigenous items at their own cost up to FOR to AIIMS Bhopal.
4. The L-1 for each of requested item given in the schedule of the requirement at **Annexure-1** will be determined on the unit cost of the items.
5. The Unit Rate should be quoted in INR as well as in Words also.
6. Please read and understand all terms and conditions of this e-tender before applying carefully.
7. Name(s) & Signature of Authorized person of the Bidder Company with seal Name of the Firm Date...../...../.....

Place.....

I/c SPSO

On behalf of the Executive Director AIIMS Bhopal



अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
BHOPAL

साकेत नगर भोपाल (म.प्र.) 462020

Saket Nagar, Bhopal (M.P.) - 462020

E-TENDER Id : AIIMS/BPL/Stores/Printing Stationery Items/2026-27/ , Dated
: / /2025 E-Tender for Rate Contract for Supply & Printing Stationery Items at
AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462020 (MP)

TERMS & CONDITIONS OF SUPPLY ORDER'S

1. The store should be supplied strictly in accordance with the supply order and with the approved specification/samples.
2. The supply should be made between 9.30 am to 4.00 pm on any of the working day (**Monday - Friday**) and 9.30 am to 12.00 pm on (**Saturday**). Part supply will be entertained only in exceptional cases with prior approval of competent authority. However in case due to any reason part supply has been made the payment will be made only after the completion of complete supply.
3. Supplier must ensure that every challan is to be submitted in the concerned store along with the supplies. The number and date of delivery challan must be indicated on the bill.
4. Triplicate bills duly, pre receipted on appropriate revenue stamp affixed be submitted in the name of the Executive Director, AIIMS Bhopal in respective stores.
5. The bill should be in printed form having printed bill number, GST/TIN Number as well as D.L. No. (Where applicable) and AIIMS Bhopal GST No. is also needed to be clearly Printed on your Invoice presented for Payment for compliance of GST Act2017.
6. For Indian make Consumables items supply time will be 4 Weeks (i.e. 30 days) and for imported Consumables 8 Weeks (i.e. 60 days).
7. The Executive Director, All India Institute of Medical Sciences, Bhopal (India) reserves the right to extend the delivery period subject to imposition of a penalty of 0.50% per week for delayed supply subject to deduction of maximum of 10% LD/Penalty of the value of delayed items as per order as per Clause No. 19 given in General Terms and Condition Section.
8. All rejected stores shall be at the risk of the supplier and must be removed immediately within 15 Days' time on receiving written intimation from AIIMS Bhopal.
9. In case it is a computer generated bill, it must have the seal of the affixed on it.

Your, Name(s) & Signature of Authorized person of the Bidder Company with seal
Name of the Firm, Date.../...../2025 , Place.....

अखिल भारतीय आयुर्विज्ञानसंस्थान भोपाल
ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
साकेत नगर भोपाल (म.प्र.)462020
Saket Nagar, Bhopal (M.P.) - 462020

PERFORMANCE SECURITY BANK GUARANTEE FORMAT

To,
The Executive Director
All India Institute of Medical Sciences (AIIMS)
Saket Nagar,
Bhopal-462020 (MP) INDIA

WHEREAS _____ (Name and address of the supplier) (Hereinafter called "the supplier") has undertaken, in pursuance of contract no _____ dated: ____/____/____ to supply (Equipment/Stores and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee from nationalized bank for the sum specified therein as security for compliance with its obligations in accordance with the contract;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of. (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to 15 (fifteen) months from the date of satisfactory approval of the Equipment/Stores in the User Department at AIIMS Bhopal i.e. up to ----- (indicate date).

(Signature with date of the authorized officer of the Bank)
Name and designation of the officer
Seal, name & address of the Bank and address of the issuing
Branch, including Telephone No. & Email ID

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Saket Nagar, Bhopal (M.P.) - 462020
ANNUAL RATE CONTRACT AGREEMENT FORMAT

(Form for Entering into Rate Contract with the Qualified Bidder on Non Judicial Stamp Paper worth of Rs. 500/- Notarized)

E-TENDER Id : AIIMS/BPL/Stores/Printing Stationery Items/2026-27/ , Dated : / /2025 E-Tender for Rate Contract for Supply & Printing Stationery Items at AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462020 (MP)

This agreement is made at Bhopal on the day of/...../..... between The Executive Director, All India Institute of Medical Sciences(AIIMS) Bhopal, Saket Nagar, Bhopal-462020 (MP) (hereinafter called 'Client' which expression shall, unless repugnant to the context or meaning thereof be deemed to mean and include its successors, legal representatives and assigns) of the First Part.

AND

M/s.....(here in after called the 'Agency' which expression unless repugnant to the context shall mean and include its successors-in interest assigns etc.) of the Second Part.

WHEREAS the 'Client' is desirous to engage the 'Agency' for Supply of approved in response to Purchaser's e Tender ID No.....and subsequent Amendment/Corrigendum/NOA (if any issued) to AIIMS Bhopal as per the terms and conditions stated below:-

Brief particulars of the Consumable/Stores/Goods/Items, which rates are approved and accepted by the AIIMS Bhopal (First Party) and shall be supplied/ provided by the supplier Agency (Second Party) is asunder:

Brief particulars of the Consumable/Store/Goods/Items and services which shall be supplied/

Tender Item No.	Item Name	Specification	Unit Name	Unit Price	GST	Unit Price With GST E+F=G
A	B	C	D	E	F	G

provided by the supplier are asunder:

Any other additional services (if applicable) and cost thereof: Total value (infigure).....(Inwords)_____

1. The Rate Quoted by Supplier Agency (Second Party) and accepted and approved by AIIMS Bhopal (First Party) for above said Consumable/Goods/Stores/Items shall remain valid for period for Two years subject to extendable for the further period of one year on mutual agreement on same terms and conditions basis. No claim of Second Party for increase of the above mentioned items rates during the currency of this Rate Contract shall be entertained by First Party.
2. Applicability of Anti-Profiteering Rule under GST Act 2017:- The Second Party will not supply any item, which having prices more than the prevailing M.R.P. prices to AIIMS Bhopal (i. e. First Party). The Second Party liable for MRP has to be clearly mentioned on the each of supplied item/its packaging in their offered pack size. The offered prices of Second Party should be quoted strictly in accordance with unit/pack Size and Strength/Potency mentioned in the schedule of Requirement at Annexure-I in the given Price Quotation format. The Anti-Profiteering Rule under GST Act 2017 is applicable against this E-Tender Enquiry on which the Second Party (i.e. Supplier Agency) should have mandatorily to pass on the benefit due to reduction in rate of tax to the First Party(i.e. AIIMS Bhopal) by way of commensurate reduction in their prices. If the Second Party (i.e. Supplier Agency) found defaulter for following of above said rule (i.e. passing all the benefits of GST Tax Regime price reductions to AIIMS Bhopal), the necessary action deemed fit as per GST Act 2017 shall be initiated against such defaulter firm by First Party (i.e. AIIMS Bhopal).
3. The Second Party is liable and ensure that the supplied Goods/Articles are brand new and supply in good conditions to the respective stores by the bidder whether imported or indigenous items at their own cost & risk upto F.O.R. to user Department (i.e. where the Consumable needs to be installed) at AIIMS Bhopal. Second Party should arrange replacement of damaged, substandard items on free of cost to AIIMS Bhopal on immediate basis.
4. The Second Party and his Original Manufacturing Company (on behalf of whom the participating Agency has enclosed the Authorization Certificate for participation in this e- Tender) is liable for supply of regularly required consumables / spares parts / optional accessories for the period of 10 years from the Date of Acceptance of Goods by First Party to First Party.
5. The Second Party shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency/ies without prior written consent of the First Party (The Executive Director, AIIMS Bhopal). If it is found that the firm has given sub-contract to another Agency, the contract shall stand cancelled & the performance security deposit of Second Party shall be forfeit by First Party.
6. The First Party shall not be responsible for any financial loss or other damaged or injury to any item or person deployed/supplied by the Second Party in the course of their performing the duties to this office in connection with purchase order/supply order for supplying/installation/commissioning of ordered Consumable/Stores/Goods/Items at AIIMS Bhopal.
7. The Second Party will not request to First Party for increase in quoted price and change in quality of product during the validity of Rate Contract period
8. Applicability of Anti-Profiteering Rule under GST Act 2017:- No item should be quoted with price more than the M.R.P. by any Supplier Agency to AIIMS Bhopal. The MRP is required to be clearly mentioned on the reach of supplied item/its packaging in their offered pack size. The prices should be quoted strictly in accordance with unit/pack Size and Strength/Potency mentioned in the schedule of Requirement at Annexure-I in the given Price Quotation format. The Anti-Profiteering Rule under GST Act 2017 is applicable against this E Tender Enquiry on which the Supplier Agency should have mandatorily to pass on the benefit due to reduction in rate of tax to the AIIMS Bhopal by way of commensurate reduction in their prices. If any Supplier Agency found defaulter for following of above said rule (i.e. passing all the benefits of GST Tax Regime price reductions to AIIMS Bhopal), the necessary action deemed fit as per GST Act 2017 shall be initiated against such defaulter firm.

9. Fall Clause: If at any time during the execution and currency of this Rate Contract, the Second Party or his Manufacture/Distributor/Dealer reduces the sale price or sells or offers to sell such stores, as are covered under the contract, to any person/organization including the purchaser or any department of Central Government or any department of AIIMS Bhopal Hospital/PSUs at a price lower than the price chargeable under the contract during the Current Financial Year, the Second Party shall forthwith notify First Party (i.e. The Executive Director, AIIMS Bhopal), and the necessary difference amount about such reduction or sale or offer of sale to the purchaser (First Party) and the price payable under the contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale shall stand correspondingly reduced and deposited to First Party by the Bidder or First Party will deduct the difference Amount from the pending bills/Performance Security Deposit to recover the loss to the Government.

10. Delivery of the Supplies/Stores to F.O.R. and Penalty for delayed Supply:-The period of delivery strictly to be followed by the Supplier Agency as per time period communicated through Purchase/Supply Order through e-mail/hard copy through speed post. The penalty @ 0.50% per week will levied on Delayed/Unsupplied Items order value of the delayed Items Part and will be deducted from the payment Bill of the Supplier Agency. The maximum penalty will be 10% against any of Purchase/Supply Order for Delayed/Unsupplied Items Order Value Part. No supplies will be entertained after expiry of additional 20 Weeks (i.e.140 days) in case of Indian make items and in case of Foreign make imported items beyond the time given in the Supply/Purchase Order from the date of issue of supply order as supply order will be treated as cancelled without any further reference and order shall be placed to L2 bidder and difference of cost shall be recovered from the Pending Bill/Performance Security of the such defaulter Agency and action as deemed fit shall be initiated against the firm.

11. Inspection of Supplies:-Inspection of Items supplied/Installed/Commissioned by Second Party will be done by the duly constituted committee nominated on behalf of First Party by Director, AIIMS Bhopal and or his authorized representatives in AIIMS Bhopal Hospital premises at designated place as per applicable Terms & Condition of this e-Tender.

12. Payments:- First Party will made Payments to Second Party only after the completion of the supplies as per terms and conditions and specification against the respective e-Tender/Purchase/Supply Order in the designated place of Hospital or Hospital Stores duly approved on satisfactory inspection, acceptance & demonstration in case of items/Goods in the concerned user department in good condition against the pre- receipted bills in triplicate along with authentic delivery challans, Test Reports/Warranty Certificates(if any applicable), NEFT/RTGS Details etc. The GST and any other Taxes of Statutory bodies should include in the Payment Claim Bill of Supplier Agency and the Agency solely will liable for necessary Tax Deposition to the concerned Statutory Department as per applicable rules and AIIMS Bhopal will release Claim Payment after, due deduction of applicable TDS on prevailing Tax rules and LD (if any) to Supplier Agency after satisfactory acceptance of supplied Goods/Serological Test Kit/Card/Goods/Consumables preferably through NEFT/RTGS. The Public Finance Management System (PFMS) implemented at AIIMS Bhopal. Each of successful supplier Agency is needed to be submit the PFMS required details with requested supportive Documents duly signed and attested copies in the format given at Annexure-..... The invoice of Custom Duty paid to the Custom Department shall be enclosed with Payment Claim of the Party for cross verification purpose to AIIMS Bhopal.

13. Disputes & Arbitration: -All disputes or differences arising during the execution of the contract shall be resolved by the mutual discussion failing which the matter will be referred to an Arbitrator who will appointed by the Director, AIIMS Bhopal for Arbitration for settlement of disputes in accordance with Arbitration & Conciliation Act 1996 or its subsequent amendment, whose decision shall be binding on the contracting parties.

14. Law Governing the Contract and Jurisdiction:-The contract Governed under Contract Act 1872 and instructions thereon from the government of India. The Court of Bhopal shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract.

15. Performance Security Deposit:-The successful Bidder will asked to deposit 5% of total estimated contract Value in favor of “The Executive Director, AIIMS Bhopal” in the form of FDR/BG from nationalized/Commercial Bank. If the Bidder interested for deposit of Performance Security in the form of Bank Guarantee. It will be refundable after receipt of acceptance of quality certificate and/or Consumption Certificate of the supplies from User Department Head to the Vendor without paying any interest on deposited amount by AIIMS Bhopal. The Performance Security Deposit Instrument shall be valid for minimum period of 26 months or more. The performance Security shall be forfeit in case of contraventions of any of the terms and conditions of the tender or the contract.

16. Exclusive right to First Party (The Director, AIIMS Bhopal, India), The Director, AIIMS Bhopal, India as the full and exclusive right to accept or reject, increase or decrease order quantity or cancel the supply at any time without assigning any reason during the currency of this Rate Contract Period.

17. THIS AGREEMENT will take effect from Day of..... Two Thousand and shall be valid for **Two Year** and shall be extended for further period of 01 years on mutual agreement.

18. IN WITNESS WHEREOF both the parties here to have caused their respective common seals to be hereunto affixed / (or have hereunto set their respective hands and seals) the day and year mentioned above in Bhopal in the presence of the witness: For and on behalf of the ‘Agency’

<p>Signature of the authorized Official</p> <p>Name of the Official</p> <p>Stamp / Seal of the ‘Agency’ SIGNED, SEALED AND DELIVERED</p> <p>By the Said</p> <p>Name on behalf of the ‘Agency’ in presence of</p> <p>Witness 1: Name:</p> <p>Address:</p> <p>Witness2: Name:</p> <p>Address:</p>	<p>For and on behalf of the “The Executive Director, AIIMS Bhopal”</p> <p>Signature of the</p> <p>authorized Officer Name</p> <p>of the Officer</p> <p>By the said</p> <p>Name on behalf of the “The Executive Director, AIIMS Bhopal” in presence of</p> <p>Witness1:</p> <p>Name:</p> <p>Address::</p> <p>Witness2:</p> <p>Name:</p> <p>Address:</p>
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ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL
साके त नगर भोपाल (म.प्र.)462020
Saket Nagar, Bhopal (M.P.) - 462020

INTEGRITY PACT

Between

AIIMS Bhopal hereinafter referred to as “**The Principal**,” and _____
hereinafter referred to as “**The Bidder/ Contractor**.”

Preamble

The Principal intends to award contract/s for _____, under laid down organizational procedures, The Principal values full compliance with all relevant laws of the land, rules, regulations, economical use of resources, and fairness / transparency in its relations with its Bidder(s) and / or Contractor(s).

To achieve these goals, the Principal shall appoint Independent External Monitors (IEMs) who shall monitor the tender process and the execution of the contract for compliance with the abovementioned principles.

Section 1 – Commitments of the Principal

- 1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles: -
 - a. No employee of the Principal, personally or through family members, shall in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b. The Principal shall treat all Bidder(s) with equity and reason during the tender process. The Principal shall, in particular, before and during the tender process, provide to all Bidder(s) the same information and shall not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in the tender process or the contract execution.
 - c. The Principal shall exclude from the process all known persons having conflict of interest.
- 2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal shall inform the Chief Vigilance Officer and in addition shall initiate disciplinary proceedings.

Section 2 – Commitments of the Bidder(s)/ Contractor(s)

- 1) The Bidder(s)/ Contractor(s) commits themselves to take all measures necessary to prevent corruption. The Bidder(s)/ Contractor(s) commits themselves to observe the following principles during participation in the tender process and the contract execution.
 - a. The Bidder(s)/ Contractor(s) shall not, directly or through any other person or firm, offer, promise, or give to any of the Principal’s employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which they are not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or the execution of the contract.
 - b. The Bidder(s)/ Contractor(s) shall not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal, in violation of the Competition Act, 2002 (as amended from time to time). This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the tender process.
 - c. The Bidder(s)/ Contractor(s) shall not commit any offence under the relevant IPC/PC Act; further, the Bidder(s)/ Contractor(s) shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals, and business details, including information contained or transmitted electronically.
 - d. The Bidder(s)/Contractors(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details, as mentioned in the “Guidelines on Indian Agents of Foreign Suppliers,” shall be disclosed by the Bidder(s)/Contractor(s). Further, as

Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is placed on Annex hereto.

- e. The Bidder(s)/ Contractor(s) shall, when presenting their bid, disclose any and all payments made, is committed to, or intends to make to agents, brokers, or any other intermediaries in connection with the award of the contract.
- f. Bidder(s) /Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision.
- 2) The Bidder(s)/ Contractor(s) shall not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from the tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s), before award or during execution, has committed a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per laid down procedure to debar the Bidder(s)/Contractor(s) from participating in the future procurement processes of the Government of India.

Section 4 – Compensation for Damages

- 1) If the Principal has disqualified the Bidder(s) from the tender process before the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/ Bid Security.
- 2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 – Previous transgression

- 1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.
- 2) If the Bidder makes an incorrect statement on this subject, the Principal shall act like para 2) of Section 4 above.

Section 6 – Equal treatment of all Bidders / Contractors / Subcontractors

In the case of Sub-contracting, the Principal Contractor shall take responsibility for adopting the Integrity Pact by the Sub-contractor.

- a. The Principal shall enter into agreements with identical conditions as this one with all Bidders and Contractors.
- b. The Principal shall disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 – Criminal charges against violating Bidder(s) / Contractor(s) / Subcontractor(s)

If the Principal obtains knowledge of the conduct of a Bidder, Contractor, or Subcontractor, or of an employee or a representative or an allied firm of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal shall inform the same to the Chief Vigilance Officer.

Section 8 – Independent External Monitor

- 1) The Principal shall appoint competent and credible Independent External Monitor(s) for this Pact after approval by the Central Vigilance Commission. The task of the Monitor is to review, independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
- 2) The Monitor is not subject to instructions by the parties' representatives and performs their functions neutrally and independently. The Monitor would have access to all Contract documents whenever required. It shall be obligatory for them to treat the information and documents of the Bidders/Contractors as confidential. They report to the Management of the Principal.
- 3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction, all Project documentation of the Principal, including that provided by the Contractor. Upon their request and demonstration of a valid interest, the Contractor shall also grant the Monitor unrestricted and unconditional access to their project documentation. The same applies to Sub- contractors.
- 4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s)/ Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and 'Absence of Conflict of Interest.' In case of any conflict of interest arising later, the IEM shall inform the Management of the Principal and recuse themselves from the case.
- 5) The Principal shall provide the Monitor with sufficient information about all meetings among the parties related to the Project, provided such meetings could impact the contractual relations between the Principal and the Contractor. The parties offer the Monitor the option to participate in such meetings.
- 6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, they shall inform the Management of the Principal and request the Management to discontinue or take corrective action or other relevant action. The Monitor can, in this regard, submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action, or tolerate action.
- 7) The Monitor shall submit a written report to the Management of the Principal, within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.
- 8) If the Monitor has reported to the Management of the Principal a substantiated suspicion of an offence under the relevant IPC/ PC Act, and the Management of the Principal has not, within the reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- 9) The word '**Monitor**' would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders, 6 months after the contract has been awarded. Any violation of the same would entail disqualifying the bidders and exclusion from future business dealings.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this Pact as specified above, unless it is discharged / determined by the Management of the Principal.

Section 10 – Other provisions

- 1) This agreement is subject to Indian Law. The place of performance and jurisdiction is the place from where the Tender/ Contract is issued.
- 2) Changes, supplements, and termination notices must be submitted in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- 4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties shall strive to come to an agreement according to their original intentions.
- 5) Issues like Warranty / Guarantee, etc., shall be outside the purview of IEMs.
- 6) In the event of any contradiction between the Integrity Pact and its Annex, the Clause in the Integrity Pact shall prevail.

(For & On behalf of the Principal)

(Office Seal)

Place ----- Date-----

Witness 1: _____

(Name & Address

(For and on behalf of Bidder/ Contractor)

(Office Seal)

Witness 1: _____

(Name & Address

Annexure-1 to Integrity Pact - Guidelines for Indian Agents of Foreign Suppliers

1.1 There shall be compulsory registration of agents for all Global Tender Enquiries (GTE) and Limited Tender Enquiries (LTE). An agent not registered with the Procuring Entity shall apply for registration with them.

1.2 Registered agents shall file an authenticated Photostat copy duly attested by a Notary Public/Original certificate of the Principal confirming the agency agreement and giving the status being enjoyed by the agent and the commission/remuneration/salary/ retainer ship being paid by the Principal to the agent before the placement of an order by the Procuring Entity.

1.3 Wherever the Indian representatives have communicated on behalf of their principals and the foreign parties, have stated that they are not paying any commission to the Indian agents, and the Indian representative is working based on salary or as a retainer, a written declaration to this effect should be submitted by the party (i.e., Principal) before finalising the Contract.

2.0 Disclosure of Particulars of Agents/ Representatives in India, if any.

2.1 Bidders of Foreign nationality shall furnish the following details in their offer:

- 2.1.1 The name and address of the agents/representatives in India, if any and the extent of authorisation and authority given to commit the Principals. If the agent/representative is a foreign Company, it shall be confirmed whether it is a real functioning Company, and details of the same shall be furnished.
- 2.1.2 The amount of commission/remuneration included in the quoted price(s) for such agents/representatives in India.
- 2.1.3 Confirmation of the Bidder that the commission/ remuneration, if any, payable to his agents/representatives in India, may be paid by the Procuring Entity in Indian Rupees only.

2.2 Bidders of Indian Nationality shall furnish the following details in their offers:

- 2.2.1 The name and address of the foreign principals indicating their nationality as well as their status, i.e., whether manufacturer or agents of manufacturer holding the Letter of Authority of the Principal specifically authorising the agent to make an offer in India in response to tender either directly or through the agents/representatives.
- 2.2.2 The amount of commission/remuneration included in the price (s) quoted by the Bidder for himself.
- 2.2.3 Confirmation of the foreign principals of the Bidder that the commission/remuneration, if any, reserved for the Bidder in the quoted price (s) may be paid by the Procuring Entity in India in equivalent Indian Rupees on satisfactory completion of the Project or supplies of Stores and Spares in case of operation items.

2.3 In either case, in the event of the contract materialising, the payment terms shall provide for payment of the commission /remuneration, if any, payable to the agents/representatives in India in Indian Rupees on expiry of 90 days after the discharge of the obligations under the contract.

2.4 Failure to furnish correct and detailed information as called for in paragraph - 2.0 above shall render the concerned bid liable to rejection or, in the event of a contract materialising, the same liable to termination by the Procuring Entity. Besides this, there would be a penalty of banning business dealings with the Procuring Entity or damage or payment of a named sum.

Annexure-2 to Integrity Pact – Extract of Standard Operating Procedure

1. “The pact essentially envisages an agreement between the prospective vendors/bidders and the buyer, committing the persons/officials of both sides not to resort to any corrupt practices in any aspect/stage of procurement process and the contract. Only those vendors/bidders who commit themselves to such a pact with the buyer would be considered competent enough to participate in the tender process. In other words, entering into this Pact would be an eligibility criterion. The essential ingredients of the Pact include:
 - b) Promise on the part of the Procuring Entity to treat all bidders with equity and reason and not to seek or accept any benefit that is not legally available;
 - c) Promise on the part of bidders not to offer any benefit to the employees of the Procuring Entity not available legally;
 - d) Promise on the part of Bidders not to enter into any undisclosed agreement or understanding with other bidders with respect to prices, specifications, certifications, subsidiary contracts, etc;
 - e) Promise on the part of Bidders not to pass any information provided by Principal as part of business relationship to others and also not to commit any offence under Prevention of Corruption Act, 1988 or Indian Penal Code¹⁴¹ (IPC) 1860;
 - f) Foreign bidders are to disclose the name and address of agents and representatives in India, and Indian Bidders are to disclose their foreign principals or allied firms;
 - g) Bidders to disclose the payments to be made by them to agents / brokers or any other intermediary;
 - h) Bidders are to disclose any transgressions with any other public/ government organization that may impinge on the anti-corruption principle. The date of such transgression, for the purpose of disclosure by the bidders in this regard, would be the date on which the competent authority took cognizance of the said transgression. The period for which such transgression(s) is/ are to be reported by the bidders shall be the last three years to be reckoned from the date of bid submission. The transgression(s) for which cognizance was taken even before the specified period of three years but is pending conclusion shall also be reported by the bidders. (Please refer to para 3.2-1-b) of the Goods Manual);
 - i) Any violation of the Integrity Pact would be considered as a violation of the Code of Integrity (para 3.2- 1 of the Goods Manual) and would entail punitive provisions thereof (para 3.2-2 of the Goods Manual) including disqualification of the bidders and exclusion from future business dealings, as per the of GFR, 2017, PC Act, 1988 and other Financial Rules/ Guidelines, etc., as may be applicable to the organization concerned;
2. The integrity Pact would be implemented through a panel of Independent External Monitors (IEMs).
3. All organisations are called upon to make sincere and sustained efforts to imbibe the spirit and principles of the Integrity Pact and ensure its effective implementation. The final responsibility for implementing Integrity Pact vests with the Head of organisation/CMD/CEO. The Procurement wing of the organisation would be the focal point for the implementation of the Integrity Pact.
4. The provision for the Integrity Pact (as per Annexure 30) is to be included in all Requests for Proposal/Tender documents issued in future in respect of the procurements that meet the criteria laid down in Para 3.3-2 of the Goods Manual.
5. In all tenders covered under the Integrity Pact, the particulars of all IEMs, including their email IDs, should be mentioned instead of the details of a single IEM.
6. Through an appropriate provision in the tender document, it must be ensured that the Integrity Pact is deemed as part of the contract so that its conditions bind the parties concerned. A clause should be included in the Integrity Pact that a person signing the Integrity Pact shall not approach the Courts while representing the matters to IEMs, and they shall await their decision.
7. In the case of a joint venture, all the partners of the joint venture should sign the Integrity Pact. In the case of sub-contracting, the principal contractor shall take responsibility for the sub-contractor's adoption of the integrity pact. It is to be ensured that all sub-contractors also sign the Integrity Pact. In the case of sub-contractors, the integrity pact shall be a tri-partite arrangement to be signed by the Organization, the contractor, and the sub-contractor. With respect to a particular contract, the Integrity Pact shall be operative from the date both parties sign it.

8. Appointment of IEMs

- a) Integrity Pact would be implemented through a panel of Independent External Monitors (IEMs) nominated by CVC at an organisation's request from its list of empanelled IEMs. Three IEMs shall be appointed for Maharatna and Navratna PSEs, and two IEMs shall be nominated in all other organisations.
- b) The IEMs appointed should be eminent persons of high integrity and reputation. A periodical notice inviting applications from eligible persons shall be published on the CVC's website. After due scrutiny and verification of the applications and accompanying documents, as may be deemed appropriate, the name(s) would be included in the panel for nomination as IEM.
- c) The zone of consideration of eminent persons for empanelment as IEMs would consist of:
 - i) Officers who have held the post of Additional Secretary to Govt of India or were in the equivalent or higher pay scale at the time of retirement (whether serving with Govt of India or any State Govt.).
 - ii) Persons who held the CMD post of Schedule 'A' Public Sector Enterprise and were equivalent to Additional Secretary to Govt of India at retirement.
 - iii) Persons who have held the post of CMD/MD and CEO of Public Sector Banks, Insurance Companies, and other Financial Institutions at retirement.
 - iv) Chief Executive Officer of an organisation (other than listed above and were equivalent or higher to Additional Secretary to Govt, of India, at the time of retirement).
 - v) Armed Forces Officers in the pay scale equivalent or higher to Additional Secretaries to Govt of India at retirement.
 - vi) The age of IEM should not be more than 70 years at the time of appointment.
 - vii) If a retired person has accepted a full-time assignment, post-retirement, either in the government sector, private sector, or elsewhere, he shall not be eligible to be on the panel of IEMs. All those empanelled persons who accept full-time assignments elsewhere would cease to remain on the panel from the date they have taken the assignment. In this regard, it would be incumbent upon the empanelled persons to immediately inform CVC about the acceptance of full-time assignment by them.
 - viii) All IEMs should sign non-disclosure agreements with the organisation in which they are appointed.
 - ix) A person acting as an IEM shall not be debarred from taking up other assignments, such as consultancy with other organisations or agencies, subject to his declaring that their additional assignment does not involve any conflict of interest and is not a full-time assignment. The IEMs must also sign a declaration of absence of conflict of interest with existing assignments. In case of any conflict of interest arising later from an entity wherein he is or has been a consultant, the IEM should inform the CEO and recuse themselves from that case.
 - x) A person may be appointed as an IEM in a maximum of three organisations at a time. An empanelled person cannot be appointed in one organisation for over three years.

9. Role of IEMs in Integrity Pact Contracts:

- a) Bidders or their authorised representative may address to the IEMs all the representations/grievances/complaints related to any discrimination on account of lack of fair play in modes of procurement and tendering systems, tendering method, eligibility conditions, bid evaluation criteria, commercial terms & conditions, choice of technology/specifications etc.
- b) The entire panel of IEMs should examine the matter jointly, who would investigate the records, conduct an examination, and submit their joint recommendations to the Management of the Procuring Entity. If the entire panel is unavailable for unavoidable reasons, the available IEM(s) shall examine the complaints. Consent of the IEM(s), who may not be available, shall be taken on record. The IEMs would be provided access to all documents/records of the tender for which a complaint or issue is raised before them, as and when warranted.
- c) The role of IEM is advisory, and the advice of IEM is non-binding on the Organization; however, their advice would help properly implement the Integrity Pact.
- d) IEM should examine the process integrity; they are not expected to concern themselves with fixing the responsibility of officers. IEMs should not associate CVO and /or the officials of the vigilance wing during the examination of the complaints in any manner. A matter being examined by the IEMs can be separately investigated by the CVO if a complaint is received or directed to them by the CVC.

10. Systemic Improvements:

- a) The Procurement wing of the organisation shall hold quarterly meetings with the IEMs. A summary of contracts awarded in the previous quarter, covered under the Integrity Pact, shall be shared with the IEMs during the quarterly meeting. Such a summary of contracts should include details like tender number, mode of tendering, the period allowed for publicity, number of bids received, number of bidders considered eligible, and name and address of the successful bidder.
- b) The above summary of contracts is to help the IEMs in analysing whether an appropriate mode of tendering is being adopted by the organisation, i.e., limited tender mode or nomination mode is not unduly used, the number of bidders is not too low, a large number of bidders are not excluded while judging the eligibility or during the technical bid evaluation stage, and whether particular firm or set of specific firms is repeatedly getting contracts etc. Based on their analysis, the IEMs can suggest to the management suitable systemic improvement(s) and measures to improve objectivity in decision- making, capacity building, etc.
- c) It would be desirable to have structured meetings of the IEMs with the Chief Executive of the Organization on a half-yearly basis to discuss and review the information on tenders awarded during the preceding six-month period. Additional such meetings, however, can be held as per requirement. All such meetings with the Procurement wing or with the organisation's Chief Executive should be minuted.

11. Dispute Mediation:

In case of any dispute between the management and the contractor relating to those contracts where an Integrity Pact is applicable, in case both the parties are agreeable, they may try to settle the dispute through mediation before the panel of IEMs in a time-bound manner. If required, the organisations may adopt any mediation rules for this purpose. However, no more than five meetings shall be held for dispute resolution. Both parties shall equally share the fees/expenses on dispute resolution. If the dispute remains unresolved even after mediation by the panel of IEMs, the organisation may take further action as per the terms & conditions of the contract.

12. Entitlements of IEMs:

- a) IEMs shall be paid fees of ₹ 25,000/- per sitting subject to a maximum of ₹ 3,00,000/- in a calendar year for the sitting fees.
- b) The travel and stay arrangements for the IEMs for such meetings shall equal their entitlements at retirement. Booking travel tickets, as per the mode of travel indicated by the IEM in writing (including email), the organisation shall do local transport and stay. The organisation concerned shall provide a place for meetings and secretarial assistance to IEMs for rendering their job. No payment instead of secretarial aid shall be paid to the IEMs.

As mentioned above, the travel/ stay arrangements and fees for meetings held by IEMs for mediation between the management and the contractor shall be the same but in addition to the fees for the regular meetings and would be over and above the ceiling of 3,00,000/- as per calendar year.

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Saket Nagar, Bhopal (M.P.) - 462020

Annexure-10

ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL, PUBLIC FINANCIAL MANAGEMENT SYSTEM (PFMS)

PFMS UNIQUE CODE:

(The code will issued by AIIMS Bhopal's Finance Deptt, if Supply Order to be issued to your Firm) **VENDOR PFMS REGISTRATION FORM**

S. No.	Head Name	Details
1	Vendor Name	
2	Father/Husband/Owner Name	
3	Date of Birth	
4	PAN Number (a copy of PAN Card in the name of Firm must enclose)	
5	Aadhaar Number	
6	TAN Number	
7	GST	
8	Service Tax No.	
9	Address 1	
10	Address 2	
11	Address 3	
12	City	
13	Country	
14	State	
15	District	
16	Pin Code	
17	Mobile No.	
18	Phone No.	
19	Email ID	
20	Bank Name	
21	IFSC Code	
22	Account Number (a cancelled Cheque copy must enclose)	

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Annexure-11

GST Registration Details of AIIMS Bhopal
Government of India And Government of
Madhya Pradesh Form
GST REG-25
Certificate of Provisional Registration

1.	GSTIN	23AACAA6087 A1Z9
2.	PAN	AACAA6087 A
3.	Legal Name	ALL INDIA INSTITUTE OF MEDICAL SCIENCES
4.	Trade Name	ALL INDIA INSTITUTE OF MEDICAL SCIENCES
5.	Registration Details under Existing Law	
	Act	Registration Number
(a)	Service Tax Registration Number	AACAA6087 ASD
Date	26/06/2017	

This is a Certificate of Provisional Registration issued under the provisions of the Act

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Saket Nagar, Bhopal (M.P.) - 462020

Bid Security Declaration Form

Date...../...../..... Tender No.....

To (insert complete name and address of the purchaser)

I/We The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration. I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two year from the date of notification if I am / We are in a breach of any obligation under the bid conditions, because I/We a) Have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid, or

b) Having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Security Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder, or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) In the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing he Bid Securing Declaration) Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Date onday of (Insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid)

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Annexure –13

MANUFACTURER AUTHORIZATION FORM

To,
The Executive Director
AIIMS, Bhopal
Saket Nagar, 462020 (MP) INDIA

Dear Sir,

Ref. Your E-Tender document No. ___ dated: ___/___/___ We,
Who Are proven and reputable manufacturers of *(name and description of Equipment/ Stores offered in the tender)* having factories at

___ hereby authorize
M/s *(name and address of the agent)* to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred E-Tender t e n d e r w h i c h a r e manufactured by us.

- 2) We further confirm that no supplier or firm or individual other than Messrs. *(name and address of the above agent)* is authorized to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred E-Tender Enquiry documents for the above Equipment/Stores manufactured by us.
- 3) We also hereby confirm that we would be responsible for the satisfactory execution of contract placed on the authorized agent including availability of Spares parts for the period of 10 years for supplied equipment to AIIMS Bhopal.
- 4) We also confirm that the rate quoted by our authorized agent shall not exceed the rate which we would have quoted on direct participation.

Yours faithfully,

[Signature with date, name and designation]
for and on behalf of M/s [Name & address of the manufacturers]

Note:-

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.
2. Original letter's scanned copy may be uploaded and handed over as and when directed.
3. We also undertake to provide all updates (at our own) of the equipment's free of cost during the warranty /guarantee period along with spare parts.
