

TENDER ENQUIRY DOCUMENT

FOR SUPPLY AND FIXING OF GENERAL FURNITURE

FOR

JAWAHARLAL NEHRU MEDICAL COLLEGE, ALIGARH
(ALIGARH MUSLIM UNIVERSITY)

UNDER PMSSY PHASE-II

GOVT. OF INDIA

MINISTRY OF HEALTH & FAMILY WELFARE

HLL/PCD/AMU/PMSSY-II/07-RT/15-16



BY

HLL LIFECARE LIMITED

(A Government of India Enterprise)

Procurement & Consultancy Services Division

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INDEX

Section	Topic	Page No.
Section I	– Notice inviting Tender (NIT) -----	03
Section II	– General Instructions to Tenderers (GIT) -----	06
Section III	– Special Instructions to Tenderers (SIT) -----	25
Section IV	– General Conditions of Contract (GCC) -----	26
Section V	– Special Conditions of Contract (SCC) _____	40
Section VI	– List of Requirements -----	40
Section VII	– Technical Specifications -----	42
Section VIII	– Quality Control Requirements -----	64
Section IX	– Qualification Criteria -----	65
Section X	– Tender Form -----	69
Section XI	– Price Schedule -----	70
Section XII	– Questionnaire -----	73
Section XIII	– Bank Guarantee Form for EMD -----	74
Section XIV	– Manufacturer’s Authorisation Form -----	75
Section XV	– Bank Guarantee Form for Performance Security-----	76
Section XVI	– Contract Form (A&B)-----	77
Section XVII	– Proforma of Consignee Receipt Certificate -----	81
Section XVIII	– Proforma of Final Acceptance Certificate by the Consignee -----	82
Section XIX	– -----Deleted -----	84
Section XX	– Check List for the Tenderers -----	85
Section XXI	– Consignee-----	88

SECTION I**NOTICE INVITING TENDERS (NIT)
(Domestic Tender)****Tender Enquiry No.: HLL/PCD/AMU/PMSSY-II/07-RT/15-16****Dated 06.02.2016**

(1) Procurement & Consultancy Services Division of HLL Lifecare Limited, for and on behalf of Govt. of India, Ministry of Health & Family Welfare, invites sealed tenders, from eligible and qualified tenderers for supply and fixing of General Furniture items for Jawaharlal Nehru Medical College (Aligarh Muslim University), Aligarh under PMSSY Phase II:

Sl. No.	e- Tender Ref. No. (Event No.)	Short Description of item	Quantity	EMD Amount
1	3000000828	FACULTY TABLE	121	43,560
2	3000000829	STAFF CHAIR	157	14,130
3	3000000830	SOFA 3 SEATER	8	3,200
4	3000000831	STORAGE CUPBOARD WITH LOCK	165	49,500
5	3000000832	CHANGE LOCKER - 6 COMPARTMENTS	27	10,800
6	3000000833	CERAMIC WRITING BOARD - WHITE	4	6,000
7	3000000834	EXECUTIVE CHAIR	145	23,200
8	3000000835	GLASS CUPBOARD	27	6,480
9	3000000836	SOFA 2 SEATER	9	3,060
10	3000000848	LECTURE TABLE	4	2,000
11	3000000849	LAB TABLE WITH SINK	6	8,400
12	3000000850	SHOE RACK	14	1,400
13	3000000851	RECEPTION COUNTER	9	5,400
14	3000000852	CHANGE BENCH	6	1,200
15	3000000864	General purpose table	14	1,400
16	3000000865	Visitor Chair	160	9,600
17	3000000866	Filing Cabinet	26	7,800
18	3000000867	Waste Bin Pedal Operated – Plastic	322	1,932
19	3000000868	Waste Bin Pedal Operated –SS	30	1,200
20	3000000869	Lecture Hall Student Chair	24	1,680

(2) **Tender No.:** HLL/PCD/AMU/PMSSY-II/07-RT/15-16 Date 18.01.2016

Sl. No.	Description	Schedule
A	Cost of the Tender Enquiry Document	Rs. 5000/- (Rs. Five Thousands Only)
B	Pre-bid meeting date , time & Venue	15.02.2016, 1400 Hrs IST , HLL Lifecare Limited, Procurement & Consultancy Services Division, B-14 A, Sector-62, Noida-201 307
C	Closing date & time for submission of tender fee and EMD in physical form	16.03.2016,1300 hrs (IST) Tenderer have to submit Original Bank Instruments viz. DD/BC/BG of tender fee and EMD within the above mentioned date and time
D	Closing date & time for submission of online bids	15.03.2016, 1800 Hrs. IST
E	Time and date of opening of online bids	16.03.2016, 1430 Hrs. IST
F	Venue for :- Submission of tender fee, EMD in physical form, e-Tender opening, Price bid opening	HLL Lifecare Limited, (A Government of India Enterprise), Procurement & Consultancy Services Division, B-14 A, Sector-62, Noida-201307

SPECIFIC Instructions for e-Tender Participation:-

3. Bidders should have valid Class 3 Digital Signature Certificate with encryption.
4. Bidders are requested to read the bidders help document on e-tender web site link before proceeding for bidding.
5. The prospective bidders have to register with the E-procurement system of HLL at <https://etender.lifecarehll.com/irj/portal>. On completion of the registration process, the bidders will be provided user ID and password within 48 hours (excepting non-working days). In order to submit the bids electronically bidders are required to have a valid Class 3 Digital Signature Certificate (signing and encryption/ decryption certificates).
6. Post receipt of User ID & Password, Bidders can log on for downloading & uploading tender document.
7. **The tenderers shall submit tender fee and EMD in physical form at the scheduled time and venue.**
8. Tenderer may download the tender enquiry documents from the web site www.lifecarehll.com or www.eprocure.gov.in/cppp or <https://etender.lifecarehll.com/irj/portal>.
9. The submission of tender online can only be done thru' <https://etender.lifecarehll.com/irj/portal>.
10. All prospective tenderers may attend the Pre Tender meeting. The venue, date and time indicated above.
11. Tenderers shall ensure that their tenders complete in all respects, are submitted **online through HLL's e-portal** (as described above) **ONLY**. No DEVIATION is acceptable.

IMPORTANT NOTE :-Tender fee(Rs. 5,000/-) and EMD (As applicable) should be deposited in the Tender Box located at HLL Lifecare Limited, Procurement and Consultancy Division, B-14 A, Sector-62, Noida-201307, Uttar Pradesh on or before **16.03.2016, 1300 hrs** IST. Submission beyond stipulated date & time would result in REJECTION of BID.

SVP (GB)

SECTION - II**GENERAL INSTRUCTIONS TO TENDERERS (GIT)
CONTENTS**

Sl. No.	Topic	Page No.
A	PREAMBLE	
1	Definitions and Abbreviations	8
2	Introduction	10
3	Availability of Funds	10
4	Language of Tender	10
5	Eligible Tenderers	10
6	Eligible Goods and Services	10
7	Tendering Expense	11
B	TENDER ENQUIRY DOCUMENTS	
8	Contents of Tender Enquiry Documents	11
9	Amendments to Tender Enquiry Documents	11
10	Clarification of Tender Enquiry Documents	12
C	PREPARATION OF TENDERS	
11	Documents Comprising the e-Tender	12
12	Tender Currencies	14
13	Tender Prices	14
14	Deleted	16
15	Firm Price / Variable Price	16
16	Alternative Tenders	16
17	Documents Establishing Tenderer's Eligibility and Qualifications	17
18	Documents Establishing Good's Conformity to Tender Enquiry Document	17
19	Earnest Money Deposit (EMD)	17
20	Tender Validity	18
21	Digital Signing of e-Tender	19

D	SUBMISSION OF TENDERS	
22	Submission of e-Tenders	19
23	Late Tender	19
24	Alteration and Withdrawal of Tender	20
E	TENDER OPENING	
25	Opening of e-Tenders	20
F	SCRUTINY AND EVALUATION OF TENDERS	
26	Basic Principle	20
27	Preliminary Scrutiny of Tenders	21
28	Minor Infirmary/Irregularity/Non-Conformity	21
29	Discrepancy in Prices	22
30	Deleted	22
31	Qualification Criteria	22
32	Deleted	22
33	Schedule-wise Evaluation	22
34	Comparison of Tenders	22
35	Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders	23
36	Tenderer's capability to perform the contract	23
37	Contacting the Purchaser	23
G	AWARD OF CONTRACT	
38	Purchaser's Right to Accept any Tender and to Reject any or All Tenders	23
39	Award Criteria	23
40	Variation of Quantities at the Time of Award	24
41	Notification of Award	24
42	Issue of Contract	24
43	Non-receipt of Performance Security and Contract by the Purchaser/Consignee	24
44	Return of EMD	24
45	Publication of Tender Result	24
46	Corrupt or Fraudulent Practices	25

GENERAL INSTRUCTIONS TO TENDERERS (GIT)**A. PREAMBLE****1. Definitions and Abbreviations**

1.1 The following definitions and abbreviations, which have been used in these documents shall have the meanings as indicated below:

1.2. Definitions:

- (i) "Purchaser" means the organization purchasing goods and services as incorporated in the Tender Enquiry document.
- (ii) "Tender" means Bids / Quotation / Tender received from a Firm / Tenderer / Bidder.
- (iii) "Tenderer" means Bidder/ the Individual or Firm submitting Bids / Quotation / Tender
- (iii) "Supplier" means the individual or the firm supplying the goods and services as incorporated in the contract.
- (iv) "Goods" means the articles, material, commodities, livestock, furniture, fixtures, raw material, spares, instruments, machinery, equipment, medical equipment, industrial plant etc. which the supplier is required to supply to the purchaser under the contract.
- (v) "Services" means services allied and incidental to the supply of goods, such as transportation, installation, commissioning, provision of technical assistance, training, after sales service, maintenance service and other such obligations of the supplier covered under the contract.
- (vi) "Earnest Money Deposit" (EMD) means Bid Security/ monetary or financial guarantee to be furnished by a tenderer along with its tender.
- (vii) "Contract" means the written agreement entered into between the purchaser and/or consignee and the supplier, together with all the documents mentioned therein and including all attachments, annexure etc. therein.
- (viii) "Performance Security" means monetary or financial guarantee to be furnished by the successful tenderer for due performance of the contract placed on it. Performance Security is also known as Security Deposit.
- (ix) "Consignee" means the Hospital/Institute/Medical College/ person to whom the goods are required to be delivered as specified in the Contract. If the goods are required to be delivered to a person as an interim consignee for the purpose of despatch to another person as provided in the Contract then that "another" person is the consignee, also known as ultimate consignee.
- (x) "Specification" means the document/standard that prescribes the requirement with which goods or service has to conform.
- (xi) "Inspection" means activities such as measuring, examining, testing, gauging one or more characteristics of the product or service and comparing the same with the specified requirement to determine conformity.
- (xii) "Day" means calendar day.

1.3 Abbreviations:

- (i) "TE Document" means Tender Enquiry Document
- (ii) "NIT" means Notice Inviting Tenders.
- (iii) "GIT" means General Instructions to Tenderers
- (iv) "SIT" means Special Instructions to Tenderers
- (v) "GCC" means General Conditions of Contract
- (vi) "SCC" means Special Conditions of Contract
- (vii) "DGS&D" means Directorate General of Supplies and Disposals
- (viii) "NSIC" means National Small Industries Corporation
- (ix) "PSU" means Public Sector Undertaking
- (x) "CPSU" means Central Public Sector Undertaking
- (xi) "LSI" means Large Scale Industry
- (xii) "SSI" means Small Scale Industry
- (xiii) "LC" means Letter of Credit
- (xiv) "DP" means Delivery Period
- (xv) "BG" means Bank Guarantee
- (xvi) "ED" means Excise Duty
- (xvii) "CD" means Custom Duty
- (xviii) "VAT" means Value Added Tax
- (xix) "CENVAT" means Central Value Added Tax
- (xx) "CST" means Central Sales Tax
- (xxi) "RR" means Railway Receipt
- (xxii) "BL" means Bill of Lading
- (xxiii) "FOB" means Free on Board
- (xxiv) "FCA" means Free Carrier
- (xxv) "FOR" means Free On Rail
- (xxvi) "CIF" means Cost, Insurance and Freight
- (xxvii) "CIP (Destinations)" means Carriage and Insurance Paid up to named port of destination. Additionally the Insurance (local transportation and storage) would be extended and borne by the Supplier from ware house to the consignee site for a period including 3 months beyond date of delivery.
- (xxviii) "DDP" means Delivery Duty Paid named place of destination (consignee site)
- (xxix) "INCOTERMS" means International Commercial Terms as on the date of Tender Opening
- (xxx) "MOH&FW" means Ministry of Health & Family Welfare, Government of India
- (xxxi) "Dte. GHS" means Directorate General and Health Services, MOH&FW.
- (xxxii) "CMC" means Comprehensive maintenance Contract (labour, spare and preventive maintenance)
- (xxxiii) "RT" means Re-Tender.

2. Introduction

- 2.1 The Purchaser has issued these TE documents for purchase of goods and related services as mentioned in Section – VI – “List of Requirements”, which also indicates, *interalia*, the required delivery schedule, terms and place of delivery.
- 2.2 This section (Section II - “General Instruction Tenderers”) provides the relevant information as well as instructions to assist the prospective tenderers in preparation and submission of tenders. It also includes the mode and procedure to be adopted by the purchaser for receipt and opening as well as scrutiny and evaluation of tenders and subsequent placement of contract.
- 2.3 The tenderers shall also read the Special Instructions to Tenderers (SIT) related to this purchase, as contained in Section III of these documents and follow the same accordingly. Whenever there is a conflict between the GIT and the SIT, the provisions contained in the SIT shall prevail over those in the GIT.
- 2.4 Before formulating the tender and submitting the same to the purchaser, the tenderer should read and examine all the terms, conditions, instructions, checklist etc. contained in the TE documents. Failure to provide and/or comply with the required information, instructions etc. incorporated in these TE documents may result in rejection of its tender.

3. Availability of Funds

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

4. Language of Tender

- 4.1 The tender submitted by the tenderer and all subsequent correspondence and documents relating to the tender exchanged between the tenderer and the purchaser, shall be written in the English language, unless otherwise specified in the Tender Enquiry. However, the language of any printed literature furnished by the tenderer in connection with its tender may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the tender, the English translation shall prevail.
- 4.2 The tender submitted by the tenderer and all subsequent correspondence and documents relating to the tender exchanged between the tenderer and the purchaser, may also be written in the Hindi language, provided that the same are accompanied by English translation, in which case, for purpose of interpretation of the tender etc, the English translations shall prevail.

5. Eligible Tenderers

- 5.1 This invitation for tenders is open to all suppliers who fulfil the eligibility criteria specified in these documents.

6. Eligible Goods and Services

- 6.1 All goods and related services to be supplied under the contract shall have their origin in India or any other country with which India has not banned trade relations. The term “origin” used

in this clause means the place where the goods are mined, grown, produced, or manufactured or from where the related services are arranged and supplied.

7. Tendering Expense

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

B. e-TENDER ENQUIRY DOCUMENTS

8. Content of Tender Enquiry Documents

8.1 In addition to Section I – “Notice inviting e-Tender” (NIeT), the TE documents include:

- Section II – General Instructions to Tenderers (GIT)
- Section III – Special Instructions to Tenderers (SIT)
- Section IV – General Conditions of Contract (GCC)
- Section V – Special Conditions of Contract (SCC)
- Section VI – List of Requirements
- Section VII – Technical Specifications
- Section VIII – Quality Control Requirements
- Section IX – Qualification Criteria
- Section X – Tender Form
- Section XI – Price Schedules
- Section XII – Questionnaire
- Section XIII – Bank Guarantee Form for EMD
- Section XIV – Manufacturer’s Authorisation Form
- Section XV – Bank Guarantee Form for Performance Security/CMC Security
- Section XVI – Contract Forms A & B
- Section XVII – Proforma of Consignee Receipt Certificate
- Section XVIII – Proforma of Final Acceptance Certificate by the consignee
- Section XIX – Instructions from Ministry of Shipping/ Surface Transport (Annexure 1 & 2)
- Section XX – Check List for the Tenderers
- Section XXI – Consignee List

8.2 The relevant details of the required goods and services, the terms, conditions and procedure for tendering, tender evaluation, placement of contract, the applicable contract terms and, also, the standard formats to be used for this purpose are incorporated in the above-mentioned documents. The interested tenderers are expected to examine all such details etc to proceed further.

9. Amendments to TE documents

9.1 At any time prior to the deadline for submission of tenders, the purchaser may, for any reason deemed fit by it, modify the TE documents by issuing suitable amendment(s) to it.

9.2 Such an amendment will be notified in writing by registered/speed post or by fax/telex/e-mail, followed by copy of the same by registered post to all prospective tenderers, which have received the TE documents and will be binding on them.

9.3 In order to provide reasonable time to the prospective tenderers to take necessary action in preparing their tenders as per the amendment, the purchaser may, at its discretion extend the deadline for the submission of tenders and other allied time frames, which are linked with that deadline.

10. Clarification of TE documents

10.1 A tenderer requiring any clarification or elucidation on any issue of the TE documents may take up the same with the purchaser in writing. **The purchaser will respond in writing to such request provided the same is received by the purchaser ON OR BEFORE THE PRE BID MEETING (unless otherwise specified in the SIT). Representation sent after the pre bid meeting date will not be taken into cognizance.**

C. PREPARATION OF e-TENDERS

11. Documents Comprising the e-Tender

11.1 The tender shall be submitted online **ONLY EXCEPT TENDER FEE & EMD** (in physical form) as mentioned below:

- (i) Technical Bid (Consisting of Eligibility Criteria & Technical Specifications viz. Product Specification Sheets/Brochures, OEM Certificate etc.). Bidders may name the files indicating the nature of content in pdf format which would be required to be attached in e-tender.
- (ii) Price Bid (To be filled up in the Proforma, Signed, Stamped, Scanned to pdf mode & attach under PRICE BID.

DO NOT'S

Bidders are requested **NOT** to submit the hard copy of Financial Bid along with the physical form of tender. In case the hard copy of financial bid is submitted in physical form, the tender shall be straightway rejected. Also, uploading of the price bid in prequalification bid or technical bid will **RESULT IN REJECTION** of the tender.

A) **Technical Tender (Un priced Tender)**

All Technical details (eg. Eligibility Criterias requested (as mentioned below)) should be attached in C-Folder of e-tendering module , failing which the tender stands invalid & REJECTED.

Bidders shall furnish the following information along with technical tender (in pdf format):

- i. Earnest money Deposit (EMD) furnished in accordance with GIT clause 19.1 alternatively, documentary evidence as per GIT clause 19.2 for claiming exemption from payment of earnest money.
- ii. Tender Form as per Section X (without indicating any prices).

- iii. Documentary evidence, as necessary in terms of clauses 5 and 17 establishing that the tenderer is eligible to submit the tender and, also, qualified to perform the contract if its tender is accepted.
- iv. Tenderer/Agent who quotes for goods manufactured by other manufacturer shall furnish Manufacturer's Authorisation Form.
- v. Power of Attorney in favour of signatory of TE documents and signatory of Manufacturer's Authorisation Form.
- vi. Documents and relevant details to establish in accordance with GIT clause 18 that the goods and the allied services to be supplied by the tenderer conform to the requirement of the TE documents.
- vii. Performance Statement as per section IX along with relevant copies of orders and end users' satisfaction certificate.
- viii. Price Schedule(s) as per Section XI filled up with all the details including Make, Model etc. of the goods offered with prices blank (without indicating any prices).
- ix. **Deleted**
- x. Checklist as per Section XX.

B) Price Bid:

1. Prices are to be quoted in the attached Price Bid format online on e-tender portal in pdf format & apply digital signature certificate. **While uploading the price the tenderer has to ensure that the FILE NAME of the attached document SHOULD BE SAME as that of provided price bid format.**
2. The price should be quoted for the accounting unit indicated in the e-tender document.

The bidder shall not submit hard copy of financial bid otherwise his tender shall be straightway rejected. Also, uploading the price bid in prequalification bid or technical bid will result in rejection of the tender.

1. The information given at clause no.11.1 A) ii) & viii) above should be reproduced with the prices indicated.
2. All pages of the Tender should be page numbered and indexed.
3. It is the responsibility of tenderer to go through the TE document to ensure furnishing all required documents in addition to above, if any.
4. Deleted
5. Tenderer should quote firm and fixed rates.
6. Deleted.
7. The specification and size of each product should be as per details given in tender.
8. Any variation may result in the rejection of the tender.
9. Plea of clerical error, typographical error etc., committed by the tenderer would not be accepted.
10. No correspondence will be entertained after opening of the price bid.
11. Any conditional price bid would not be entertained and tender will be treated cancelled.

Note:

It is the responsibility of tenderer to go through the TE document to ensure furnishing all required documents in addition to above, if any. Any deviation would result in REJECTION of tender and would not be considered at a later stage at any cost by HLL.

- 11.2 A person signing (manually or digitally) the tender form or any documents forming part of the contract on behalf of another shall be deemed to warrant that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, the purchaser may, without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all cost and damages.
- 11.3 A tender, which does not fulfil any of the above requirements and/or gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.
- 11.4 Tender sent by fax/telex/cable/electronically shall be ignored.

12. Tender currencies

- 12.1 The tenderer supplying indigenous goods or already imported goods shall quote only in Indian Rupees.
- 12.2 deleted
- 12.3 Tenders, where prices are quoted in any other way shall be treated as non-responsive and rejected.

13 Tender Prices

- 13.1 The Tenderer shall indicate on the Price Schedule provided under Section XI all the specified components of prices shown therein including the unit prices and total tender prices of the goods and services it proposes to supply against the requirement. All the columns shown in the price schedule should be filled up as required. If any column does not apply to a tenderer, same should be clarified as "NA" by the tenderer.
- 13.2 If there is more than one schedule in the List of Requirements, the tenderer has the option to submit its quotation for any one or more schedules and, also, to offer special discount for combined schedules. However, while quoting for a schedule, the tenderer shall quote for the complete requirement of goods and services as specified in that particular schedule.
- 13.3 The quoted prices for goods offered from within India and that for goods offered from abroad are to be indicated separately in the applicable Price Schedules attached under Section XI.
- 13.4 While filling up the columns of the Price Schedule, the following aspects should be noted for compliance:
- 13.4.1 For domestic goods or goods of foreign origin located within India, the prices in the corresponding price schedule shall be entered separately in the following manner:
- a) the price of the goods, quoted ex-factory/ ex-showroom/ ex-warehouse/ off-the-shelf, as applicable, including all taxes and duties like sales tax, CST VAT, CENVAT, Custom Duty, Excise Duty etc. already paid or payable on the components and raw material used in the manufacture or assembly of the goods quoted ex-factory etc. or on the previously imported goods of foreign origin quoted ex-showroom etc;
 - b) any sales or other taxes and any duties including excise duty, which will be payable on the goods in India if the contract is awarded;
 - c) charges towards Packing & Forwarding, Inland Transportation, Insurance (local transportation and storage) would be borne by the Supplier from ware house to the consignee site for a period including 3 months beyond date of delivery, Loading/Unloading

and other local costs incidental to delivery of the goods to their final destination as specified in the List of Requirements and Price Schedule;

- d) the price of Incidental Services, as mentioned in List of Requirements and Price Schedule;
- e) Deleted.
- f) Deleted.
- g) Deleted.

13.4.2 Deleted.

13.5 Additional information and instruction on Duties and Taxes:

13.5.1 If the Tenderer desires to ask for excise duty, sales tax/ VAT, Service Tax, Works Contract Tax etc. to be paid extra, the same must be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such duties and taxes and no claim for the same will be entertained later.

13.5.2 Excise Duty:

- a) If reimbursement of excise duty is intended as extra over the quoted prices, the supplier must specifically say so also indicating the rate, quantum and nature of the duty applicable. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of excise duty will be entertained after the opening of tenders.
- b) If a Tenderer chooses to quote a price inclusive of excise duty and also desires to be reimbursed for variation, if any, in the excise duty during the time of supply, the tenderer must clearly mention the same and also indicate the rate and quantum of excise duty included in its price. Failure to indicate all such details in clear terms may result in rejection of that tender.
- c) Subject to sub clauses 13.5.2 (a) & (b) above, any change in excise duty upward/downward as a result of any statutory variation in excise duty taking place within contract terms shall be allowed to the extent of actual quantum of excise duty paid by the supplier. In case of downward revision in excise duty, the actual quantum of reduction of excise duty shall be reimbursed to the purchaser by the supplier. All such adjustments shall include all reliefs, exemptions, rebates, concession etc. if any obtained by the supplier.

13.5.3 Sales Tax:

If a tenderer asks for sales tax/ VAT, Service Tax and Works Contract Tax to be paid extra, the rate and nature of sales tax applicable should be shown separately. The sales tax / VAT, Service Tax and Works Contract Tax will be paid as per the rate at which it is liable to be assessed or has actually been assessed provided the transaction of sale is legally liable to sales tax / VAT, Service Tax and Works Contract Tax and is payable as per the terms of the contract. If any refund of Tax is received at a later date, the Supplier must return the amount forth-with to the purchaser.

13.5.4 Octroi Duty and Local Duties & Taxes:

Normally, goods to be supplied to government departments against government contracts are exempted from levy of town duty, Octroi duty, terminal tax and other levies of local bodies. However, on some occasions, the local bodies (like town body, municipal body etc.) as per their regulations allow such exemptions only on production of certificate to this effect from the concerned government department. Keeping this in view, the supplier shall ensure that the stores to be supplied by the supplier against the contract placed by the purchaser are exempted from levy of any such duty or tax and, wherever necessary, obtain the exemption certificate from the purchaser.

However, if a local body still insists upon payment of such local duties and taxes, the same should be paid by the supplier to the local body to avoid delay in supplies and possible demurrage charges and obtain a receipt for the same. The supplier should forward the receipt obtained for such payment to the purchaser to enable the purchaser reimburse the supplier and take other necessary action in the matter.

13.5.5 Deleted.

13.6 Deleted.

13.7 For insurance of goods to be supplied, relevant instructions as provided under GCC Clause 11 shall be followed.

13.8 Deleted.

13.9 The need for indication of all such price components by the tenderers, as required in this clause (viz., GIT clause 13) is for the purpose of comparison of the tenders by the purchaser and will no way restrict the purchaser's right to award the contract on the selected tenderer on any of the terms offered.

13.10 All sundry equipments, fittings, units assemblies, accessories, hardware items, foundation bolts, termination lugs for electrical connections, and all other items which are useful and necessary for efficient assembly and installation of equipment and components of the work shall be deemed to have been included in the tender irrespectively of the fact whether such items are specifically mentioned in the tender documents or not.

13.11 Tenderers are required to quote as per the specification of the stores. The deviation to specification if any must be brought out clearly giving a deviation statement. Detailed break up of prices for the main equipment and the accessory /optional item must be provided separately, item wise in the same serial order as listed in the technical bid.

13.12 Deleted.

14. Deleted

14.1 Deleted.

15. Firm Price

15.1 Unless otherwise specified in the SIT, prices quoted by the tenderer shall remain firm and fixed during the currency of the contract and not subject to variation on any account.

15.2 However, as regards taxes and duties, if any, chargeable on the goods and payable, the conditions stipulated in GIT clause 13 will apply.

16. Alternative Tenders

16.1 Alternative Tenders are not permitted.

16.2 However the Tenderers can quote alternate models meeting the tender specifications of same manufacturer with single EMD.

17 Documents Establishing Tenderer's Eligibility and Qualifications

- 17.1 Pursuant to GIT clause 11, the tenderer shall furnish, as part of its tender, relevant details and documents establishing its eligibility to quote and its qualifications to perform the contract if its tender is accepted.
- 17.2 The documentary evidence needed to establish the tenderer's qualifications shall fulfil the following requirements:
- a) in case the tenderer offers to supply goods, which are manufactured by some other firm, the tenderer has been duly authorised by the goods manufacturer to quote for and supply the goods to the purchaser. The tenderer shall submit the manufacturer's authorization letter to this effect as per the standard form provided under Section XIV in this document.
 - b) the tenderer has the required financial, technical and production capability necessary to perform the contract and, further, it meets the qualification criteria incorporated in the Section IX in these documents.
 - c) Deleted.
 - d) Deleted.

18. Documents establishing Good's Conformity to TE document.

- 18.1 The tenderer shall provide in its tender the required as well as the relevant documents like technical data, literature, drawings etc. to establish that the goods and services offered in the tender fully conform to the goods and services specified by the purchaser in the TE documents. For this purpose the tenderer shall also provide a clause-by-clause commentary on the technical specifications and other technical details incorporated by the purchaser in the TE documents to establish technical responsiveness of the goods and services offered in its tender.
- 18.2 In case there is any variation and/or deviation between the goods & services prescribed by the purchaser and that offered by the tenderer, the tenderer shall list out the same in a chart form without ambiguity and provide the same along with its tender.
- 18.3 If a tenderer furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.

19. Earnest Money Deposit (EMD)

- 19.1 Pursuant to GIT clauses 8.1 and 11.1(d) the tenderer shall furnish along with its tender, earnest money for amount as shown in the List of Requirements. The earnest money is required to protect the purchaser against the risk of the tenderer's unwarranted conduct as amplified under sub-clause 19.7 below.
- 19.2 The tenderers who are currently registered and, also, will continue to remain registered during the tender validity period with Directorate General of Supplies & Disposals or with National Small Industries Corporation, New Delhi for the specific goods as per tender enquiry specification shall be eligible for exemption from EMD. In case the tenderer falls in these categories, it should furnish copy of its valid registration details (with DGS&D or NSIC, as the case may be).

- 19.3 The earnest money shall be denominated in Indian Rupees or equivalent currencies as per GIT clause 12.2. The earnest money shall be furnished in one of the following forms:
- i) Account Payee Demand Draft
 - ii) Banker's cheque and
 - iii) Bank Guarantee
- 19.4 The demand draft or banker's cheque shall be drawn on any commercial bank in India or country of the tenderer, in favour of the "HLL Lifecare Limited" payable at New Delhi. In case of bank guarantee, the same is to be provided from any commercial bank in India or country of the tenderer as per the format specified under Section XIII in these documents.
- 19.5 The earnest money shall be valid for a period of forty-five (45) days beyond the validity period of the tender. As validity period of Tender as per Clause 20 of GIT is 120 days, the EMD shall be valid for 165 days from Techno – Commercial Tender opening date.
- 19.6 Unsuccessful tenderers' earnest money will be returned to them without any interest, after expiry of the tender validity period, but not later than thirty days after conclusion of the resultant contract. Successful tenderer's earnest money will be returned without any interest, after receipt of performance security from that tenderer.
- 19.7 Earnest Money is required to protect the purchaser against the risk of the Tenderer's conduct, which would warrant the forfeiture of the EMD. Earnest money of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The successful tenderer's earnest money will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required performance security within the specified period.
- 19.8 Deleted

20. Tender Validity

- 20.1 If not mentioned otherwise in the SIT, the tenders shall remain valid for acceptance for a period of 120 days (One hundred and twenty days) after the date of tender opening prescribed in the TE document. Any tender valid for a shorter period shall be treated as unresponsive and rejected.
- 20.2 In exceptional cases, the tenderers may be requested by the purchaser to extend the validity of their tenders up to a specified period. Such request(s) and responses thereto shall be conveyed by surface mail or by fax/ telex/cable followed by surface mail. The tenderers, who agree to extend the tender validity, are to extend the same without any change or modification of their original tender and they are also to extend the validity period of the EMD accordingly. A tenderer, however, may not agree to extend its tender validity without forfeiting its EMD.
- 20.3 In case the day up to which the tenders are to remain valid falls on/ subsequently declared a holiday or closed day for the purchaser, the tender validity shall automatically be extended up to the next working day.

21. Digital Signing of e-Tender

- 21.1 The tenderers shall submit their tenders as per the instructions contained in GIT Clause 11. Tenders shall be uploaded with all relevant PDF format. The relevant tender documents should be uploaded by an authorised person having Class 3 B digital signature certificate.

D. SUBMISSION OF E -TENDERS**22. Submission of e-Tenders**

- 22.1 The tender shall be submitted online only.

(i) Pre-qualification and Technical compliance as per following documents **(ONLY Online submissions for all the documents.)**

- a) Manufacturer's authorization in case bid is submitted by an Indian agent (A declaration must be attached here in case directly quoted by a manufacturer or a document establishing the relation of the Indian office with the manufacturer in case quoted by Indian office of the manufacturer).
- b) Tender Form as per section X.
- c) Compliance of all terms and conditions of TED like- warranty, delivery period, delivery terms, payment terms etc
- d) Declaration regarding Fall Clause and Deregistration, debarment from any Govt Dept/ Agencies
- e) Copy of PAN.
- f) Certificate of Incorporation/Declaration being a proprietary firm.
- g) Abridged Annual report of last 03 years (Balance sheet and Profit & Loss Account) in pdf format.
- h) Name, address and details of account with respect to bidder and/or beneficiary of L/C.
- i) Quality Control Requirements as per Section VIII
- j) Performance statement along with required PO copies and its corresponding end user's satisfactory performance certificate as per section IX.
- k) Technical Bid along with clause-by-clause technical compliance statement for the quoted goods vis-à-vis the Technical specifications along with product catalogue and data sheet in the tender enquiry.

(ii) **PRICE BID (ONLY ONLINE)**

- 22.2 The tenderers must ensure that they submit the on-line tenders not later than the closing time and date specified for submission of tenders.

Along with price bid recent purchase order copies for the same model and technical configuration issued by institute of National importance / reputed central / state government hospitals should be uploaded in pdf form for price reasonability.

23. Late Tender

- 23.1 There *is NO PROVISION of uploading late tender* beyond stipulated date & time in the e-tendering system.

24. Alteration and Withdrawal of Tender

- 24.1 The tenderer, is permitted to change, edit or withdraw its bid on or before the end date & time.
- 24.2 No tender should be withdrawn after the deadline for submission of tender and before expiry of the tender validity period. If a tenderer withdraws the tender during this period, it will result in forfeiture of the earnest money furnished by the tenderer in its tender.

E. e-TENDER OPENING**25. Opening of e-Tenders**

- 25.1 The purchaser will open the **e-tenders** at the specified date and time and at the specified place as indicated in the NIT.

In case the specified date of tender opening falls on/ is subsequently declared a holiday or closed day for the purchaser, the tenders will be opened at the appointed time and place on the next working day.

- 25.2 Authorized representatives of the tenderers, who have submitted tenders on time may attend the tender opening provided they bring with them letters of authority from the corresponding tenderers.

The tender opening official(s) will prepare a list of the representatives attending the tender opening. The list will contain the representatives' names & signatures and corresponding tenderers' names and addresses.

- 25.3 Two - Tender system as mentioned in Para 21.6 above will be as follows. The **Techno - Commercial Tenders** are to be opened in the first instance, at the prescribed time and date as indicated in NIT. These Tenders shall be scrutinized and evaluated by the competent committee/ authority with reference to parameters prescribed in the TE document. During the Techno - Commercial Tender opening, the tender opening official(s) will read the salient features of the tenders like brief description of the goods offered, delivery period, Earnest Money Deposit and any other special features of the tenders, as deemed fit by the tender opening official(s). Thereafter, in the second stage, the Price Tenders of only the Techno - Commercially acceptable offers (as decided in the first stage) shall be opened for further scrutiny and evaluation on a date notified after the evaluation of the Techno – Commercial tender. The prices, special discount if any of the goods offered etc., as deemed fit by tender opening official(s) will be read out.

F. SCRUTINY AND EVALUATION OF TENDERS**26. Basic Principle**

- 26.1 Tenders will be evaluated on the basis of the terms & conditions already incorporated in the TE document, based on which tenders have been received and the terms, conditions etc. mentioned by the tenderers in their tenders. No new condition will be brought in while scrutinizing and evaluating the tenders.

27. Preliminary Scrutiny of Tenders

- 27.1 The Purchaser will examine the Tenders to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed stamped and whether the Tenders are generally in order.
- 27.2 Prior to the detailed evaluation of Price Tenders, pursuant to GIT Clause 34, the Purchaser will determine the substantial responsiveness of each Tender to the TE Document. For purposes of these clauses, a substantially responsive Tender is one, which conforms to all the terms and conditions of the TE Documents without material deviations. Deviations from, or objections or reservations to critical provisions such as those concerning Performance Security (GCC Clause 5), Warranty (GCC Clause 15), EMD (GIT Clause 19), Taxes & Duties (GCC Clause 20), Force Majeure (GCC Clause 26) and Applicable law (GCC Clause 31) will be deemed to be a material deviation. The Purchaser's determination of a Tender's responsiveness is to be based on the contents of the tender itself without recourse to extrinsic evidence.
- 27.3 If a Tender is not substantially responsive, it will be rejected by the Purchaser and cannot subsequently be made responsive by the Tenderer by correction of the nonconformity.
- 27.4 The tenders will be scrutinized to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the TE document. The tenders, which do not meet the basic requirements, are liable to be treated as non-responsive and will be summarily ignored.
- 27.5 The following are some of the important aspects, for which a tender shall be declared non-responsive and will be summarily ignored;
- (i) **The bidder has submitted hard copy of financial bid (only online submission price bids are allowed).**
 - (ii) Tender form as per Section X (signed and stamped) not enclosed
 - (iii) Tender is unsigned.
 - (iv) Tender validity is shorter than the required period.
 - (v) Required EMD (Amount, validity etc.)/ exemption documents have not been provided.
 - (vi) Tenderer has quoted for goods manufactured by other manufacturer(s) without the required Manufacturer's Authorisation Form as per Section XIV.
 - (vii) Tenderer has not agreed to give the required performance security.
 - (viii) Goods offered are not meeting the tender enquiry specification.
 - (ix) Tenderer has not agreed to other essential condition(s) specially incorporated in the tender enquiry like terms of payment, liquidated damages clause, warranty clause, dispute resolution mechanism applicable law.
 - (x) Poor/ unsatisfactory past performance.
 - (xi) Tenderers who stand deregistered/banned/blacklisted by any Govt. Authorities.
 - (xii) Tenderer is not eligible as per GIT Clauses 5.1 & 17.1.
 - (xiii) Tenderer has not quoted for the entire quantity as specified in the List of Requirements in the quoted schedule.

28. Minor Infirmary/Irregularity/Non-Conformity

- 28.1 If during the preliminary examination, the purchaser find any minor informality and/or irregularity and/or non-conformity in a tender, the purchaser may waive the same provided it does not constitute any material deviation and financial impact and, also, does not prejudice or affect the ranking order of the tenderers. Wherever necessary, the purchaser will convey its

observation on such 'minor' issues to the tenderer by registered/speed post etc. asking the tenderer to respond by a specified date. If the tenderer does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.

29 Discrepancies in Prices

- 29.1 If, in the price structure quoted by a tenderer, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless the purchaser feels that the tenderer has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
- 29.2 If there is an error in a total price, which has been worked out through addition and/or subtraction of subtotals, the subtotals shall prevail and the total corrected; and
- 29.3 If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail, subject to sub clause 29.1 and 29.2 above.
- 29.4 If, as per the judgement of the purchaser, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the tenderer by registered / speed post. If the tenderer does not agree to the observation of the purchaser, the tender is liable to be ignored.

30. Discrepancy between original and copies of Tender

- 30.1 Deleted

31. Qualification Criteria

- 31.1 Tenders of the tenderers, who do not meet the required Qualification Criteria prescribed in Section IX, will be treated as non - responsive and will not be considered further.

32. Deleted

33. Schedule-wise Evaluation

- 33.1 In case the List of Requirements contains more than one schedule, the responsive tenders will be evaluated and compared separately for each schedule. The tender for a schedule will not be considered if the complete requirements prescribed in that schedule are not included in the tender. However, as already mentioned in GIT sub clause 13.2, the tenderers have the option to quote for any one or more schedules and offer discounts for combined schedules. Such discounts wherever applicable will be taken into account to determine the lowest evaluated cost for the purchaser in deciding the successful tenderer for each schedule, subject to tenderer(s) being responsive.

34. Comparison of Tenders

- 34.1 Unless mentioned otherwise in Section – III – Special Instructions to Tenderers and Section – VI – List of Requirements, the comparison of the responsive tenders shall be carried out on Delivery Duty Paid (DDP) consignee site basis. The quoted turnkey prices and CMC prices will also be added for comparison/ranking purpose for evaluation.

35. Additional Factors and Parameters for Evaluation and Ranking of Responsive Tenders

- 35.1 Further to GIT Clause 34 above, the purchaser's evaluation of a tender will include and take into account the following:
- i) In the case of goods manufactured in India or goods of foreign origin already located in India, sales tax & other similar taxes and excise duty & other similar duties, Customs Duties, Service Tax, Works Contract Tax etc which will be contractually payable (to the tenderer), on the goods if a contract is awarded on the tenderer; and
 - ii) Deleted.
- 35.2 The purchaser's evaluation of tender will also take into account the additional factors, if any, incorporated in SIT in the manner and to the extent indicated therein.
- 35.3 The Purchaser reserves the right to give the price preference to small-scale sectors etc. and purchase preference to central public sector undertakings as per the instruction in vogue while evaluating, comparing and ranking the responsive tenders.

36. Tenderer's capability to perform the contract

- 36.1 The purchaser, through the above process of tender scrutiny and tender evaluation will determine to its satisfaction whether the tenderer, whose tender has been determined as the lowest evaluated responsive tender is eligible, qualified and capable in all respects to perform the contract satisfactorily. If, there is more than one schedule in the List of Requirements, then, such determination will be made separately for each schedule.
- 36.2 The above-mentioned determination will, interalia, take into account the tenderer's financial, technical and production capabilities for satisfying all the requirements of the purchaser as incorporated in the TE document. Such determination will be based upon scrutiny and examination of all relevant data and details submitted by the tenderer in its tender as well as such other allied information as deemed appropriate by the purchaser.

37. Contacting the Purchaser

- 37.1 From the time of submission of tender to the time of awarding the contract, if a tenderer needs to contact the purchaser for any reason relating to this tender enquiry and / or its tender, it should do so only in writing.
- 37.2 In case a tenderer attempts to influence the purchaser in the purchaser's decision on scrutiny, comparison & evaluation of tenders and awarding the contract, the tender of the tenderer shall be liable for rejection in addition to appropriate administrative actions being taken against that tenderer, as deemed fit by the purchaser.

G. AWARD OF CONTRACT**38. Purchaser's Right to accept any tender and to reject any or all tenders**

- 38.1 The purchaser reserves the right to accept in part or in full any tender or reject any or more tender(s) without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected tenderer or tenderers.

39. Award Criteria

- 39.1 Subject to GIT clause 38 above, the contract will be awarded to the lowest evaluated responsive tenderer decided by the purchaser in terms of GIT Clause 36.

40. Variation of Quantities at the Time of Award/ Currency of Contract

- 40.1 At the time of awarding the contract, the purchaser reserves the right to increase or decrease by up to twenty five (25) per cent, the quantity of goods and services mentioned in the schedule (s) in the "List of Requirements" (rounded of to next whole number) without any change in the unit price and other terms & conditions quoted by the tenderer.
- 40.2 If the quantity has not been increased at the time of the awarding the contract, the purchaser reserves the right to increase by up to twenty five (25) per cent, the quantity of goods and services mentioned in the contract (rounded of to next whole number) without any change in the unit price and other terms & conditions mentioned in the contract, during the currency of the contract after one year from the Date of Notification of Award.

41. Notification of Award

- 41.1 Before expiry of the tender validity period, the purchaser will notify the successful tenderer(s) in writing, by registered / speed post or by fax/ telex/cable (to be confirmed by registered / speed post) that its tender for goods & services, which have been selected by the purchaser, has been accepted, also briefly indicating therein the essential details like description, specification and quantity of the goods & services and corresponding prices accepted. The successful tenderer must furnish to the purchaser the required performance security within thirty days from the date of dispatch of this notification, failing which the EMD will be forfeited and the award will be cancelled. Relevant details about the performance security have been provided under GCC Clause 5 under Section IV.
- 41.2 The Notification of Award shall constitute the conclusion of the Contract.

42. Issue of Contract

- 42.1 Promptly after notification of award, the Purchaser/Consignee will mail the contract form (as per Section XVI) duly completed and signed, in duplicate, to the successful tenderer by registered / speed post.
- 42.2 Within twenty one days from the date of the contract, the successful tenderer shall return the original copy of the contract, duly signed and dated, to the Purchaser/Consignee by registered / speed post.
- 42.3 The Purchaser/Consignee reserves the right to issue the Notification of Award consignee wise.

43. Non-receipt of Performance Security and Contract by the Purchaser/Consignee

- 43.1 Failure of the successful tenderer in providing performance security and / or returning contract copy duly signed in terms of GIT clauses 41 and 42 above shall make the tenderer liable for forfeiture of its EMD and, also, for further actions by the Purchaser/Consignee against it as per the clause 24 of GCC – Termination of default.

44. Return of E M D

- 44.1 The earnest money of the successful tenderer and the unsuccessful tenderers will be returned to them without any interest, whatsoever, in terms of GIT Clause 19.6.

45. Publication of Tender Result

- 45.1 The name and address of the successful tenderer(s) receiving the contract(s) will be mentioned in the notice board/bulletin/web site of the purchaser.

46. Corrupt or Fraudulent Practices

- 46.1 It is required by all concerned namely the Consignee/Tenderers/Suppliers etc to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser: -
- (a) defines, for the purposes of this provision, the terms set forth below as follows:
- (i) "corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and
- (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among Tenderers (prior to or after Tender submission) designed to establish Tender prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition;
- (b) will reject a proposal for award if it determines that the Tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- (c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract by the purchaser if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

SECTION - III
SPECIAL INSTRUCTIONS TO TENDERERS
(SIT)

The following Special Instructions to Tenderers will apply for this purchase. These special instructions will modify/substitute/supplement the corresponding General Instructions to Tenderers (GIT) incorporated in Section II.

In case of any conflict between the provision in the GIT and that in the SIT, the provision contained in the SIT shall prevail.

Rates:

The rates quoted by the tenderer, shall be firm and inclusive of all taxes (including work contract taxes)

- | | |
|----------|--|
| A | Preamble
No Change |
| B | TE documents
No Change |
| C | Preparation of Tenders
Change |
| D | Submission of Tenders
Change |
| E | Tender Opening
Change |
| F | Scrutiny and Evaluation of Tenders
No Change |
| G | Award of Contract
No Change |

SUBMISSION OF e-TENDERS

- (i) All the necessary documents as prescribed in the NIT shall be prepared and scanned in different files (in PDF format as prescribed) and uploaded for on-line submission of Proposal.
- (ii) Except Tender Fee and EMD, all document(s)/ information(s) including the Financial Proposal (i.e. FORMAT FOR SUBMISSION OF FINANCIAL PROPOSAL) should be uploaded **online only** in the prescribed format given in the website. No other mode of submission shall be acceptable.
- (iii) The prospective bidders may **scan the documents in low resolution (75 to 100 DPI)** instead of 200 DPI. The documents may be scanned for further lower resolution (if possible). This would reduce the size of the Cover and would be uploaded faster.
- (iv) The prospective bidders may upload Drawing files, if any, in **“.dwf”** format so that the size of document is less. This is a generic format and all software supports this format.
- (v) The Individual file size of uploading is restricted up to 5 MB. Bidders may upload multiple files (Not exceeding 5 MB individually) & name the files in a way, which describes the contents.

SECTION - IV

GENERAL CONDITIONS OF CONTRACT (GCC)

TABLE OF CLAUSES

Sl No.	Topic	Page
1	Application	27
2	Use of contract documents and information	27
3	Patent Rights	27
4	Country of Origin	28
5	Performance Security	28
6	Technical Specifications and Standards	29
7	Packing and Marking	29
8	Inspection, Testing and Quality Control	29
9	Terms of Delivery	30
10	Transportation of Goods	30
11	Insurance	30
12	Spare parts	31
13	Incidental services	31
14	Distribution of Dispatch Documents for Clearance/Receipt of Goods	32
15	Warranty	32
16	Assignment	33
17	Sub Contracts	33

Sl No.	Topic	Page
18	Modification of contract	34
19	Prices	34
20	Taxes and Duties	34
21	Terms and mode of Payment	34
22	Delay in the supplier's performance	36
23	Liquidated Damages	37
24	Termination for default	37
25	Termination for insolvency	38
26	Force Majeure	38
27	Termination for convenience	38
28	Governing language	39
29	Notices	39
30	Resolution of disputes	39
31	Applicable Law	39
32	General/Miscellaneous Clauses	40

GENERAL CONDITIONS OF CONTRACT (GCC)

1. Application

- 1.1 The General Conditions of Contract incorporated in this section shall be applicable for this purchase to the extent the same are not superseded by the Special Conditions of Contract prescribed under Section V, List of requirements under Section VI and Technical Specification under Section VII of this document.

2. Use of contract documents and information

- 2.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract or any provision thereof including any specification, drawing, sample or any information furnished by or on behalf of the purchaser in connection therewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this TE document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.
- 2.2 Further, the supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC sub-clause 2.1 above except for the sole purpose of performing this contract.
- 2.3 Except the contract issued to the supplier, each and every other document mentioned in GCC sub-clause 2.1 above shall remain the property of the purchaser and, if advised by the purchaser, all copies of all such documents shall be returned to the purchaser on completion of the supplier's performance and obligations under this contract.

3. Patent Rights

- 3.1 The supplier shall, at all times, indemnify and keep indemnified the purchaser, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any intellectual property rights or any other right protected by patent, registration of designs or trademarks. In the event of any such claim in

respect of alleged breach of patent, registered designs, trade marks etc. being made against the purchaser, the purchaser shall notify the supplier of the same and the supplier shall, at his own expenses take care of the same for settlement without any liability to the purchaser.

4. Country of Origin

- 4.1 All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.
- 4.2 The word “origin” incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the services are arranged.
- 4.3 The country of origin may be specified in the Price Schedule

5. Performance Security

- 5.1 Within twenty one (21) days from date of the issue of notification of award by the Purchaser/Consignee, the supplier, shall furnish performance security to the Purchaser/Consignee for an amount equal to ten percent (10%) of the total value of the contract, valid up to sixty (60) days after the date of completion of all contractual obligations by the supplier, including the warranty obligations, initially valid for a period of minimum 30 months from the date of Notification of Award. Purchaser reserves the right to ask for Performance Guarantee extension if contractual obligations are not fulfilled.
- 5.2 The Performance security shall be denominated in Indian Rupees or in the currency of the contract as detailed below:
 - a) It shall be in any one of the forms namely Account Payee Demand Draft or Fixed Deposit Receipt drawn from any Scheduled bank in India or Bank Guarantee issued by a Scheduled bank in India, in the prescribed form as provided in section XV of this document in favour of the Purchaser/Consignee. The validity of the Fixed Deposit receipt or Bank Guarantee will be for a period up to sixty (60) days beyond Warranty Period.
- 5.3 In the event of any failure /default of the supplier with or without any quantifiable loss to the government including furnishing of consignee wise Bank Guarantee for CMC security as per Proforma in Section XV, the amount of the performance security is liable to be forfeited. The Administration Department may do the needful to cover any failure/default of the supplier with or without any quantifiable loss to the Government.
- 5.4 In the event of any amendment issued to the contract, the supplier shall, within twenty-one (21) days of issue of the amendment, furnish the corresponding amendment to the Performance Security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.
- 5.5 The supplier shall enter into Annual Comprehensive Maintenance Contract as per the ‘Contract Form – B’ in Section XVI with respective consignees, 3 (three) months prior to the completion of Warranty Period. The CMC will commence from the date of expiry of the Warranty Period.
- 5.6 Subject to GCC sub – clause 5.3 above, the Purchaser/Consignee will release the Performance Security without any interest to the supplier on completion of the supplier’s all contractual obligations including the warranty obligations & after receipt of Consignee wise bank

guarantee for CMC security in favour of Head of the Hospital/ Institute/ Medical College of the consignee as per the format in Section XV.

6. Technical Specifications and Standards

6.1 The Goods & Services to be provided by the supplier under this contract shall conform to the technical specifications and quality control parameters mentioned in 'Technical Specification' and 'Quality Control Requirements' under Sections VII and VIII of this document.

7. Packing and Marking

7.1 The packing for the goods to be provided by the supplier should be strong and durable enough to withstand, without limitation, the entire journey during transit including transshipment (if any), rough handling, open storage etc. without any damage, deterioration etc. As and if necessary, the size, weights and volumes of the packing cases shall also take into consideration, the remoteness of the final destination of the goods and availability or otherwise of transport and handling facilities at all points during transit up to final destination as per the contract.

7.2 The quality of packing, the manner of marking within & outside the packages and provision of accompanying documentation shall strictly comply with the requirements as provided in Technical Specifications and Quality Control Requirements under Sections VII and VIII and in SCC under Section V. In case the packing requirements are amended due to issue of any amendment to the contract, the same shall also be taken care of by the supplier accordingly.

7.3 Packing instructions:

Unless otherwise mentioned in the Technical Specification and Quality Control Requirements under Sections VII and VIII and in SCC under Section V, the supplier shall make separate packages for each consignee (in case there is more than one consignee mentioned in the contract) and mark each package on three sides with the following with indelible paint of proper quality:

- a. contract number and date
- b. brief description of goods including quantity
- c. packing list reference number
- d. country of origin of goods
- e. consignee's name and full address and
- f. supplier's name and address

8. Inspection, Testing and Quality Control

8.1 The purchaser and/or its nominated representative(s) will, without any extra cost to the purchaser, inspect and/or test the ordered goods and the related services to confirm their conformity to the contract specifications and other quality control details incorporated in the contract. The purchaser shall inform the supplier in advance, in writing, the purchaser's programme for such inspection and, also the identity of the officials to be deputed for this purpose. The cost towards the transportation, boarding & lodging will be borne by the purchaser and/or its nominated representative(s).

8.2 The Technical Specification and Quality Control Requirements incorporated in the contract shall specify what inspections and tests are to be carried out and, also, where and how they are to be conducted. If such inspections and tests are conducted in the premises of the

supplier or its subcontractor(s), all reasonable facilities and assistance, including access to relevant drawings, design details and production data, shall be furnished by the supplier to the purchaser's inspector at no charge to the purchaser.

- 8.3 If during such inspections and tests the contracted goods fail to conform to the required specifications and standards, the purchaser's inspector may reject them and the supplier shall either replace the rejected goods or make all alterations necessary to meet the specifications and standards, as required, free of cost to the purchaser and resubmit the same to the purchaser's inspector for conducting the inspections and tests again.
- 8.4 In case the contract stipulates pre-despatch inspection of the ordered goods at supplier's premises, the supplier shall put up the goods for such inspection to the purchaser's inspector well ahead of the contractual delivery period, so that the purchaser's inspector is able to complete the inspection within the contractual delivery period.
- 8.5 If the supplier tenders the goods to the purchaser's inspector for inspection at the last moment without providing reasonable time to the inspector for completing the inspection within the contractual delivery period, the inspector may carry out the inspection and complete the formality beyond the contractual delivery period at the risk and expense of the supplier. The fact that the goods have been inspected after the contractual delivery period will not have the effect of keeping the contract alive and this will be without any prejudice to the legal rights and remedies available to the purchaser under the terms & conditions of the contract.
- 8.6 The purchaser's/consignee's contractual right to inspect, test and, if necessary, reject the goods after the goods' arrival at the final destination shall have no bearing of the fact that the goods have previously been inspected and cleared by purchaser's inspector during pre-despatch inspection mentioned above.
- 8.7 Goods accepted by the purchaser/consignee and/or its inspector at initial inspection and in final inspection in terms of the contract shall in no way dilute purchaser's/consignee's right to reject the same later, if found deficient in terms of the warranty clause of the contract, as incorporated under GCC Clause 15.
- 8.8 Deleted.

9. Terms of Delivery

- 9.1 Goods shall be delivered by the supplier in accordance with the terms of delivery specified in the contract.

10. Transportation of Goods

- 10.1 Deleted.
- 10.2 Instructions for transportation of domestic goods including goods already imported by the supplier under its own arrangement:
In case no instruction is provided in this regard in the SCC, the supplier will arrange transportation of the ordered goods as per its own procedure.

11. Insurance:

- 11.1 Unless otherwise instructed in the SCC, the supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the following manner:

- i) in case of supply of domestic goods on Consignee site basis, the supplier shall be responsible till the entire stores contracted for arrival in good condition at destination. The transit risk in this respect shall be covered by the Supplier by getting the stores duly insured. The insurance cover shall be obtained by the Supplier and should be valid till 3 months after the receipt of goods by the Consignee.
- ii) deleted.
- iii) If the equipment is not commissioned and handed over to the consignee within 3 months, the insurance will be got extended by the supplier at their cost till the successful installation, testing, commissioning and handing over of the goods to the consignee. In case the delay in the installation and commissioning is due to handing over of the site to the supplier by the consignee, such extensions of the insurance will still be done by the supplier, but the insurance extension charges at actuals will be reimbursed.

12. Spare parts

12.1 If specified in the List of Requirements and in the resultant contract, the supplier shall supply/provide any or all of the following materials, information etc. pertaining to spare parts manufactured and/or supplied by the supplier:

- a) The spare parts as selected by the Purchaser/Consignee to be purchased from the supplier, subject to the condition that such purchase of the spare parts shall not relieve the supplier of any contractual obligation including warranty obligations; and
- b) In case the production of the spare parts is discontinued:
 - i) Sufficient advance notice to the Purchaser/Consignee before such discontinuation to provide adequate time to the purchaser to purchase the required spare parts etc., and
 - ii) Immediately following such discontinuation, providing the Purchaser/Consignee, free of cost, the designs, drawings, layouts and specifications of the spare parts, as and if requested by the Purchaser/Consignee.

12.2 Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the goods so that the same are supplied to the Purchaser/Consignee promptly on receipt of order from the Purchaser/Consignee.

13. Incidental services

13.1 Subject to the stipulation, if any, in the SCC (Section – V), List of Requirements (Section – VI) and the Technical Specification (Section – VII), the supplier shall be required to perform the following services.

- i) Installation & commissioning, Supervision and Demonstration of the goods. Installation including integration with the OT pendants etc will be the

responsibility of the supplier. All accessories like UPS cables ports and spares etc as necessary for complete smooth and breakdown free functioning of the entire system shall be provided by the supplier as a part of the project.

- ii) Providing required jigs and tools for assembly, minor civil works required for the completion of the installation.
- iii) Training of Consignee's Doctors, Staff, operators etc. for operating and maintaining the goods
- iv) Supplying required number of operation & maintenance manual for the goods

14. Distribution of Dispatch Documents for Clearance/Receipt of Goods

The supplier shall send all the relevant despatch documents well in time to the Purchaser/Consignee to enable the Purchaser/Consignee clear or receive (as the case may be) the goods in terms of the contract.

Unless otherwise specified in the SCC, the usual documents involved and the drill to be followed in general for this purpose are as follows.

Within 24 hours of despatch, the supplier shall notify the purchaser, consignee, and others concerned if mentioned in the contract, the complete details of despatch and also supply the following documents to them by registered post / speed post (or as instructed in the contract):

- (i) Four copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount;
- (ii) Two copies of packing list identifying contents of each package;
- (iii) Inspection certificate issued by the nominated Inspection agency, if any.
- (iv) Certificate of origin;
- (v) Insurance Certificate as per GCC Clause 11.
- (vi) Manufacturers/Supplier's warranty certificate & In-house inspection certificate.

15. Warranty

15.1 The supplier warrants comprehensively that the goods supplied under the contract is new, unused and incorporate all recent improvements in design and materials unless prescribed otherwise by the purchaser in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials or workmanship or from any act or omission of the supplier, that may develop under normal use of the supplied goods under the conditions prevailing in India.

15.2 The on-site replacement **warranty** shall remain valid for a period of **24 months** from the date of installation & commissioning with a regular updation of newer technology as and when evolved followed by a **CMC for a period of 5 (Five)** Years for all the equipments after the goods or any portion thereof as the case may be, have been delivered to the final destination and installed and commissioned at the final destination and accepted by the purchaser/CONSIGNEE in terms of the contract, unless specified otherwise in the SCC.

- a. No conditional warranty like mishandling, manufacturing defects etc. will be acceptable.
 - b. Replacement and repair will be under taken for the defective goods.
 - c. Proper marking has to be made for all spares for identification like printing of installation and repair dates.
- 15.3 In case of any claim arising out of this warranty, the Purchaser/Consignee shall promptly notify the same in writing to the supplier. The period of the warranty will be as per G.C.C clause number 15.2 above irrespective of any other period mentioned elsewhere in the bidding documents.
- 15.4 Upon receipt of such notice, the supplier shall, within 8 hours on a 24(hrs) X 7 (days) X 365 (days) basis respond to take action to repair or replace the defective goods or parts thereof, free of cost, at the ultimate destination. The supplier shall take over the replaced parts/goods after providing their replacements and no claim, whatsoever shall lie on the purchaser for such replaced parts/goods thereafter. The penalty clause for non-rectification will be applicable as per tender conditions
- 15.5 In the event of any rectification of a defect or replacement of any defective goods during the warranty period, the warranty for the rectified/replaced goods shall be extended to a further period of twenty four (24) months from the date such rectified / replaced goods starts functioning to the satisfaction of the purchaser.
- 15.6 If the supplier, having been notified, fails to respond to take action to repair or replace the defect(s) within 8 hours on a 24(hrs) X 7 (days) X 365 (days) basis, the purchaser may proceed to take such remedial action(s) as deemed fit by the purchaser, at the risk and expense of the supplier and without prejudice to other contractual rights and remedies, which the purchaser may have against the supplier.
- 15.7 During Warranty period, the supplier is required to visit at each consignee's site at least once in 6 months commencing from the date of the installation for preventive maintenance of the goods
- 15.8 The Purchaser/Consignee reserve the rights to enter into Annual Comprehensive Maintenance Contract between Consignee and the Supplier for the period as mentioned in Section VII, Technical Specifications after the completion of warranty period.
- 15.9 The supplier along with its Indian Agent and the CMC provider shall ensure continued supply of the spare parts for the machines and equipments supplied by them to the purchaser for 10 years from the date of installation and handing over.
- 15.10 The Supplier along with its Indian Agent and the CMC Provider shall always accord most favoured client status to the Purchaser vis-à-vis its other Clients/Purchasers of its equipments/machines/goods etc. and shall always give the most competitive price for its machines/equipments supplied to the Purchaser/Consignee.

16. Assignment

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

17. Sub Contracts

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

- 17.2 Sub contract shall be only for bought out items and sub-assemblies.
17.3 Sub contracts shall also comply with the provisions of GCC Clause 4 (“Country of Origin”).

18. Modification of contract

- 18.1 If necessary, the purchaser may, by a written order given to the supplier at any time during the currency of the contract, amend the contract by making alterations and modifications within the general scope of contract in any one or more of the following:

- a) Specifications, drawings, designs etc. where goods to be supplied under the contract are to be specially manufactured for the purchaser,
- b) Mode of packing,
- c) Incidental services to be provided by the supplier
- d) Mode of despatch,
- e) Place of delivery, and
- f) Any other area(s) of the contract, as felt necessary by the purchaser depending on the merits of the case.

- 18.2 In the event of any such modification/alteration causing increase or decrease in the cost of goods and services to be supplied and provided, or in the time required by the supplier to perform any obligation under the contract, an equitable adjustment shall be made in the contract price and/or contract delivery schedule, as the case may be, and the contract amended accordingly. If the supplier doesn't agree to the adjustment made by the Purchaser/Consignee, the supplier shall convey its views to the Purchaser/Consignee within twenty-one days from the date of the supplier's receipt of the Purchaser's/Consignee's amendment / modification of the contract.

19. Prices

- 19.1 Prices to be charged by the supplier for supply of goods and provision of services in terms of the contract shall not vary from the corresponding prices quoted by the supplier in its tender and incorporated in the contract except for any price adjustment authorised in the SCC.

20. Taxes and Duties

- 20.1 Supplier shall be entirely responsible for all taxes, duties, fees, levies etc. incurred until delivery of the contracted goods to the purchaser.
20.2 Further instruction, if any, shall be as provided in the SCC.

21. Terms and Mode of Payment

21.1 Payment Terms

Payment shall be made subject to recoveries, if any, by way of liquidated damages or any other charges as per terms & conditions of contract in the following manner.

A) Payment for Domestic Goods Or Foreign Origin Located Within India.

Payment shall be made in Indian Rupees as specified in the contract in the following manner:

a) On delivery:

75% payment of the contract price shall be paid on receipt of goods in good condition at the consignee premises and upon the submission of the following documents:

- (i) Four copies of supplier's invoice showing contract number, goods description, quantity, unit price and total amount;
- (ii) Consignee Receipt Certificate as per Section XVII in original issued by the authorized representative of the consignee;
- (iii) Two copies of packing list identifying contents of each package;
- (iv) Inspection certificate issued by the nominated Inspection agency, if any.
- (v) Insurance Certificate as per GCC Clause 11 and documents also to be submitted for payment of LC confirming that dispatch documents has already been sent to all concerned as per the contract within 24 hours;
- (vi) Certificate of origin.

b) On Acceptance:

Balance 25% payment would be made against 'Final Acceptance Certificate' as per Section XVIII of goods to be issued by the consignees subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise.

B) Deleted

C) Payment of Turnkey, if any:

Turnkey payment will be made to the bidder/manufacturer's agent in Indian rupees indicated in the relevant Price Schedule (as per prevailing rate of exchange ruling on the date of Contract) and shall not be subject to further escalation / exchange variation. Payment shall be made in Indian Rupees to the Indian Agent on proof of 100 % payment to the Foreign Principal.

D) Payment for Annual Comprehensive Maintenance Contract Charges:

The consignee will enter into CMC with the supplier at the rates as stipulated in the contract. The payment of CMC will be made on six monthly basis after satisfactory completion of said period, duly certified by the consignee on receipt of bank guarantee for an amount equivalent to 2.5 % of the cost of the equipment as per contract in the prescribed format given in Section XV valid till 2 months after expiry of entire CMC period.

21.2 The supplier shall not claim any interest on payments under the contract.

21.3 Where there is a statutory requirement for tax deduction at source, such deduction towards income tax and other tax as applicable will be made from the bills payable to the Supplier at rates as notified from time to time.

21.4 Deleted.

21.5 The payment shall be made in the currency / currencies authorised in the contract.

21.6 The supplier shall send its claim for payment in writing, when contractually due, along with relevant documents etc., duly signed with date, to respective consignees.

- 21.7 While claiming payment, the supplier is also to certify in the bill that the payment being claimed is strictly in terms of the contract and all the obligations on the part of the supplier for claiming that payment has been fulfilled as required under the contract.
- 21.8 While claiming reimbursement of duties, taxes etc. (like sales tax, excise duty, custom duty) from the Purchaser/Consignee, as and if permitted under the contract, the supplier shall also certify that, in case it gets any refund out of such taxes and duties from the concerned authorities at a later date, it (the supplier) shall refund to the Purchaser/Consignee forthwith.
- 21.9 In case where the supplier is not in a position to submit its bill for the balance payment for want of receipted copies of Inspection Note from the consignee and the consignee has not complained about the non-receipt, shortage, or defects in the supplies made, balance amount will be paid by the paying authority without consignee's receipt certificate after three months from the date of the preceding part payment for the goods in question, subject to the following conditions:
- (a) The supplier will make good any defect or deficiency that the consignee (s) may report within six months from the date of despatch of goods.
 - (b) Delay in supplies, if any, has been regularized.
 - (c) The contract price where it is subject to variation has been finalized.
 - (d) The supplier furnishes the following undertakings:

"I/We, _____ certify that I/We have not received back the Inspection Note duly receipted by the consignee or any communication from the purchaser or the consignee about non-receipt, shortage or defects in the goods supplied. I/We _____ agree to make good any defect or deficiency that the consignee may report within three months from the date of receipt of this balance payment.

22. Delay in the supplier's performance

- 22.1 The supplier shall deliver of the goods and perform the services under the contract within the time schedule specified by the Purchaser/Consignee in the List of Requirements and as incorporated in the contract.
- 22.2 Subject to the provision under GCC clause 26, any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods and performance of services shall render the supplier liable to any or all of the following sanctions:
- (i) imposition of liquidated damages,
 - (ii) forfeiture of its performance security and
 - (iii) termination of the contract for default.
- 22.3 If at any time during the currency of the contract, the supplier encounters conditions hindering timely delivery of the goods and performance of services, the supplier shall promptly inform the Purchaser/Consignee in writing about the same and its likely duration and make a request to the Purchaser/Consignee for extension of the delivery schedule accordingly. On receiving the supplier's communication, the Purchaser/Consignee shall examine the situation as soon as possible and, at its discretion, may agree to extend the delivery schedule, with or without liquidated damages for completion of supplier's contractual obligations by issuing an amendment to the contract.

22.4 When the period of delivery is extended due to unexcused delay by the supplier, the amendment letter extending the delivery period shall, inter alia contain the following conditions:

(a) The Purchaser/Consignee shall recover from the supplier, under the provisions of the clause 23 of the General Conditions of Contract, liquidated damages on the goods and services, which the Supplier has failed to deliver within the delivery period stipulated in the contract.

(b) That no increase in price on account of any ground, whatsoever, including any stipulation in the contract for increase in price on any other ground and, also including statutory increase in or fresh imposition of customs duty, excise duty, sales tax/ VAT, Service Tax and Works Contract Tax or on account of any other tax or duty which may be levied in respect of the goods and services specified in the contract, which takes place after the date of delivery stipulated in the contract shall be admissible on such of the said goods and services as are delivered and performed after the date of the delivery stipulated in the contract.

(c) But nevertheless, the Purchaser/Consignee shall be entitled to the benefit of any decrease in price on account of reduction in or remission of customs duty, excise duty, sales tax/ VAT, Service Tax and Works Contract Tax or any other duty or tax or levy or on account of any other grounds, which takes place after the expiry of the date of delivery stipulated in the contract.

22.5 The supplier shall not dispatch the goods after expiry of the delivery period. The supplier is required to apply to the Purchaser/Consignee for extension of delivery period and obtain the same before despatch. In case the supplier dispatches the goods without obtaining an extension, it would be doing so at its own risk and no claim for payment for such supply and / or any other expense related to such supply shall lie against the purchaser.

23. Liquidated damages

23.1 Subject to GCC clause 26, if the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, the Purchaser/Consignee shall, without prejudice to other rights and remedies available to the Purchaser/Consignee under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% per week of delay or part thereof on delayed supply of goods and/or services until actual delivery or performance subject to a maximum of 10% of the contract price. Once the maximum is reached Purchaser/Consignee may consider termination of the contract as per GCC 24.

During the above-mentioned delayed period of supply and / or performance, the conditions incorporated under GCC sub-clause 22.4 above shall also apply.

24. Termination for default

24.1 The Purchaser/Consignee, without prejudice to any other contractual rights and remedies available to it (the Purchaser/Consignee), may, by written notice of default sent to the supplier, terminate the contract in whole or in part, if the supplier fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period

specified in the contract, or within any extension thereof granted by the Purchaser/Consignee pursuant to GCC sub-clauses 22.3 and 22.4.

- 24.2 In the event of the Purchaser/Consignee terminates the contract in whole or in part, pursuant to GCC sub-clause 24.1 above, the Purchaser/Consignee may procure goods and/or services similar to those cancelled, with such terms and conditions and in such manner as it deems fit and the supplier shall be liable to the Purchaser/Consignee for the extra expenditure, if any, incurred by the Purchaser/Consignee for arranging such procurement.
- 24.3 Unless otherwise instructed by the Purchaser/Consignee, the supplier shall continue to perform the contract to the extent not terminated.

25. Termination for insolvency

- 25.1 If the supplier becomes bankrupt or otherwise insolvent, the purchaser reserves the right to terminate the contract at any time, by serving written notice to the supplier without any compensation, whatsoever, to the supplier, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and / or will accrue thereafter to the Purchaser/Consignee.

26. Force Majeure

- 26.1 Notwithstanding the provisions contained in GCC clauses 22, 23 and 24, the supplier shall not be liable for imposition of any such sanction so long the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- 26.2 For purposes of this clause, Force Majeure means an event beyond the control of the supplier and not involving the supplier's fault or negligence and which is not foreseeable and not brought about at the instance of , the party claiming to be affected by such event and which has caused the non – performance or delay in performance. Such events may include, but are not restricted to, acts of the Purchaser/Consignee either in its sovereign or contractual capacity, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes excluding by its employees , lockouts excluding by its management, and freight embargoes.
- 26.3 If a Force Majeure situation arises, the supplier shall promptly notify the Purchaser/Consignee in writing of such conditions and the cause thereof within twenty one days of occurrence of such event. Unless otherwise directed by the Purchaser/Consignee in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 26.4 If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side.
- 26.5 In case due to a Force Majeure event the Purchaser/Consignee is unable to fulfil its contractual commitment and responsibility, the Purchaser/Consignee will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

27. Termination for convenience

- 27.1 The Purchaser/Consignee reserves the right to terminate the contract, in whole or in part for its (Purchaser's/Consignee 's) convenience, by serving written notice on the supplier at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the Purchaser/Consignee. The notice shall also indicate interalia, the

extent to which the supplier's performance under the contract is terminated, and the date with effect from which such termination will become effective.

27.2 The goods and services which are complete and ready in terms of the contract for delivery and performance within thirty days after the supplier's receipt of the notice of termination shall be accepted by the Purchaser/Consignee following the contract terms, conditions and prices. For the remaining goods and services, the Purchaser/Consignee may decide:

- a) To get any portion of the balance completed and delivered at the contract terms, conditions and prices; and / or
- b) To cancel the remaining portion of the goods and services and compensate the supplier by paying an agreed amount for the cost incurred by the supplier towards the remaining portion of the goods and services.

28. Governing language

28.1 The contract shall be written in English language following the provision as contained in GIT clause 4. All correspondence and other documents pertaining to the contract, which the parties exchange, shall also be written accordingly in that language.

29. Notices

29.1 Notice, if any, relating to the contract given by one party to the other, shall be sent in writing or by cable or telex or facsimile and confirmed in writing. The procedure will also provide the sender of the notice, the proof of receipt of the notice by the receiver. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.

29.2 The effective date of a notice shall be either the date when delivered to the recipient or the effective date specifically mentioned in the notice, whichever is later.

30. Resolution of disputes

30.1 If dispute or difference of any kind shall arise between the Purchaser/Consignee and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations.

30.2 If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, unless otherwise provided in the SCC, either the Purchaser/Consignee or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. In the case of a dispute or difference arising between the Purchaser/Consignee and a domestic Supplier relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration of an officer in the Ministry of Law and Justice, appointed to be the arbitrator by the Ministry of Health & Family Welfare or the Client. The award of the arbitrator shall be final and binding on the parties to the contract subject to the provision that the Arbitrator shall give reasoned award in case the value of claim in reference exceeds Rupees One lakhs (Rs.1,00,000/-)

30.3 Venue of Arbitration: The venue of arbitration shall be the place from where the contract has been issued, i.e., New Delhi, India.

31. Applicable Law

The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.

32. General/ Miscellaneous Clauses

- 32.1 Nothing contained in this Contract shall be constructed as establishing or creating between the parties, i.e. the Supplier/its Indian Agent/CMC Provider on the one side and the Purchaser on the other side, a relationship of master and servant or principal and agent.
- 32.2 Any failure on the part of any Party to exercise right or power under this Contract shall not operate as waiver thereof.
- 32.3 The Supplier shall notify the Purchaser/Consignee /the Government of India of any material change would impact on performance of its obligations under this Contract.
- 32.4 Each member/constituent of the Supplier/its Indian Agent/CMC Provider, in case of consortium shall be **jointly and severally liable** to and responsible for all obligations towards the Purchaser/Consignee/Government for performance of contract/services including that of its Associates/Sub Contractors under the Contract.
- 32.5 The Supplier/its Indian Agent/CMC Provider shall at all times, indemnify and keep indemnified the Purchaser/Government of India against all claims/damages etc. for any infringement of any Intellectual Property Rights (IPR) while providing its services under CMC or the Contract.
- 32.6 The Supplier/its Agent/CMC Provider shall, at all times, indemnify and keep indemnified the Purchaser/Consignee/Government of India against any claims in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by its employees or agents or by any other third party resulting from or by any action, omission or operation conducted by or on behalf of the supplier/its associate/affiliate etc.
- 32.7** All claims regarding indemnity shall survive the termination or expiry of the contract.

SECTION – V
SPECIAL CONDITIONS OF CONTRACT (SCC)

The following Special Conditions of Contract (SCC) will apply for this purchase. The corresponding clauses of General Conditions of Contract (GCC) relating to the SCC stipulations have also been incorporated below.

These Special Conditions will modify/substitute/supplement the corresponding (GCC) clauses. Whenever there is any conflict between the provision in the GCC and that in the SCC, the provision contained in the SCC shall prevail.

SECTION - VI
LIST OF REQUIREMENTS

Part I

Sl. No.	e- Tender Ref. No. (Event No.)	Short Description of item	Quantity	EMD Amount
1	3000000828	FACULTY TABLE	121	43,560
2	3000000829	STAFF CHAIR	157	14,130
3	3000000830	SOFA 3 SEATER	8	3,200
4	3000000831	STORAGE CUPBOARD WITH LOCK	165	49,500

5	3000000832	CHANGE LOCKER - 6 COMPARTMENTS	27	10,800
6	3000000833	CERAMIC WRITING BOARD- white	4	6,000
7	3000000834	EXECUTIVE CHAIR	145	23,200
8	3000000835	GLASS CUPBOARD	27	6,480
9	3000000836	SOFA 2 SEATER	9	3,060
10	3000000848	LECTURE TABLE	4	2,000
11	3000000849	LAB TABLE WITH SINK	6	8,400
12	3000000850	SHOE RACK	14	1,400
13	3000000851	RECEPTION COUNTER	9	5,400
14	3000000852	CHANGE BENCH	6	1,200
15	3000000864	General purpose table	14	1,400
16	3000000865	Visitor Chair	160	9,600
17	3000000866	Filing Cabinet	26	7,800
18	3000000867	Waste Bin Pedal Operated –Plastic	322	1,932
19	3000000868	Waste Bin Pedal Operated –SS	30	1,200
20	3000000869	Lecture Hall Student Chair	24	1,680

Part II: Required Delivery Schedule:

- i. The tenderer/supplier is required to have capability to supply bulk/large quantity in shortest time.
- ii. The quantity mentioned in List of requirement must be supplied within **Ninety Days** of Notification of Award or within 60 days from the date of approval of advance sample.
- iii. The finished advance sample shall be given within **Twenty One days** from the Date of Notification of Award before resorting to bulk manufacturing/supplies.

Note: The Purchaser/Consignee reserves the right to extend the delivery period up to one year from the date of NOA at its discretion.

Part III: Scope of Incidental Services:

As specified in GCC Clause 13

Part IV:

Deleted

Part V:

Deleted

Part VI:**Required Terms of Delivery and Destination**

Free at Consignee's Site

Destination/Consignee details are given in Section XXI

SECTION-VII TECHNICAL SPECIFICATIONS

GENERAL APPENDEX TO SPECIFICATIONS

- Note 1:** Tenderer's attention is drawn to GIT clause 18 and clause 11. The tenderer is to provide the required details, information, confirmations, etc. accordingly failing which it's tender is liable to be ignored.
- Note 2 :** All metal Structure would be treated by seven tanks process for Powder Coating Paint i.e. Digressing (1st Tank), Water Rinsing(2nd Tank), Dirusting By Acid (3rd Tank), Water rinsing (4th Tank), Phosphating (5th Tank), Water Rinsing (6th Tank), Passivation (7th Tank) respectively with non electrolytic deep process to produce a protective oxide coating for smooth surface with matt finish anticorrosive automated powder Coating Paint of thickness 40-60 microns and over baked for high resistance to scratch, Chemical, thermal ad mechanical stress. Open ends of the steel pipes would be covered by Nylon caps and buffers.
- Note 3:** Wherever plywood are required BWR termite proof ISO 9000:14001 grade ISI marked hot pressed commercial ply of the desired thickness should be used.
- Note 4:** Wherever springs are required the suppliers should supply this furniture with Heavy Duty springs of desired thickness.
- Note 5:** The picture provided in the specification is for illustration purposes only and not to scale.
- Note 6: Warranty:**
Two Years on-site replacement Warranty as per Conditions of Contract of the TE document for complete Stores from the date of recording of acceptance of stores at site.
- Note 7: After Sales Service:**
After sales service should be available at the city of Hospital/Institution/Medical College on 24 (hrs) X 7 (days) X 365 (days) basis. Complaints should be attended properly. The service should be provided directly by the supplier or his authorised agent whose details shall be provided to the purchaser/consignee within one month from the date of award of contract.
- Note 8: Watch and Ward**
The supplier shall be responsible for watch and ward of all the works, equipment and various materials till complete handing over the works.
- Note 9: The following standards shall apply wherever applicable:**
- | | |
|----------|--|
| IS 2202 | Wooden flush door shutters (solid core type) particle board face panels and hard (part 2) board face panels. |
| (Part-I) | Operations and workmanship |
| (Part 2) | Schedule |

IS 2380	Methods of test for wood particle boards.
IS 5437	Figured, rolled and wired glass
IS 14900	Transparent float glass-specifications.
IS 277	Galvanized steel sheets (Plain or corrugated).
IS 737	Specification for wrought aluminium and aluminium alloy sheet and strips for general engineering purpose.
IS 801	Code of practice for use of cold formed light gauge steel structural members in general building construction.
IS 7178	Technical supply conditions for tapping screw.
IS8183	Bonded mineral wool.
IS 12118	Two parts polysulphide.
IS 12823, 1990	PLB, Pre-laminated particle board.
IS 13871, 1993	Powder coating specification.
IS 3087, 1985	Specification for wood particle boards for general purpose.
IS 2046, 1995	Decorative thermosetting synthetic resin banded laminated sheets specification.

INTERNATIONAL STANDARDS

AS1365	Standards for steel manufacturing
AS 1397	A steel sheet & steel hot-dipped zinc coated or aluminium zinc coated.
AS/NZS 2728	Pre finished/pre painted sheet metal product for interior/exterior building applications-performance requirement.
AS3566	Self drilling screws for building and construction industry.
BIFMA	The Business and Institutional Furniture Manufacturers' Association

Note 10: LIST OF RECOMMENDED MAKES OR MATERIALS FURNITURE WORKS

Sl. No	Material	Approved Make
1.	Paint	ICI/Asian Paints/Berger/Jenson & Nicholson/Nerolac
2.	Float Glass/ toughened glass	Modi Guard/Indo Asahi/Pilkington, St. Gobain
3.	Expansion Bolts	1. Hilti 2. Fischer
4.	Glazing Sealant	1. Dow Corning 2. GE Sealant 3. Wacker
5.	Plastic Laminated Board/medium Density Fibre Board	1. Nuwad 2. Duratuff 3. Shirdi
6.	Resin based Adhesive	1. Fevicol 2. Vamicol
7.	Pin-Up Board	1. Sitatex 2. Novapan 3. Greenlam 4. Marino
8.	Fire Retardant Paint	1. Navair 2. Viper

9.	SS/Chrome Coated Hardware	1. Earl Bihari Pvt. Ltd. (EBCO) 2. Dorset 3. Ar Kay.
10.	Laminate	Sitatex/Novapan/Greenlam/ Marino
11.	Aluminium Alloy Extruded section	1. Hindalco 2. Indalco 3. Jindal
12.	Pre-laminated Particle Board (Exterior Grade) and Post Form Laminate	1. Sitatex 2. Novapan 3. Greenlam 4. Marino 5. Action Tesa 6. ASIS 7. Space Wood
13.	Fabric Protection	Fabguard / Scotchguard as approved
14.	Locks	Locks should be made of brass levers & lock springs should be made of phosphorous bronze. Lock keys shall be fabricated out of blank stainless steel sheets. Make -Godrej / Dorset ML-101 or equivalent with separate keyhole ring.
15.	Pivots, Handle bars etc.	Dorma, Dorset or equivalent in SS finish
16.	Brass/powder coated Hardware	Jarods, Palladium, Parmar, Earl Bihari / as approved

Note 11: A tolerance of $\pm 2\%$ subject to a maximum of 15 mm. shall be allowed in dimensions.

Note 12: In addition to the makes specified under Note:10, any other equivalent ISI mark make can also be used.The word “equivalent “would imply meeting the major critical parameters.

TECHNICAL SPECIFICATIONS

Item Sl. No. 1

Faculty Office Table set



-Main table and ERU Top and side panel made up of 25 mm thick plain MDF board (MDF) clad with 0.6 mm thick post formed laminate and 1mm thick Backing Laminate (BDL).

-Flat edge duly sealed with 2mm thick PVC Beading.

-The Modesty is 18mm thick plain MDF board (MDF) with 1mm thick decorative laminate (DL) on both sides.

-Edge sealed with 2mm thick PVC beading.

-The Hinge door back unit top made up of 25 mm thick plain particle board (PPB) clad with 0.6 mm thick post formed laminate and 1mm thick Backing Laminate (BDL)

-Flat edge duly sealed with 2mm thick PVC Beading. The door partitions and shelves are made up of 18mm thick plain MDF board (MDF) with 1mm thick decorative laminate (DL) on both sides.

-Edge sealed with 2mm thick PVC beading. It has Black Color Metal Pedestal without Castors.

-Size: Table – 1500 X 750 X 740 mm

ERU – 1050 X 520 X 705 mm

Back Unit – 1280 X 520 X 705 mm

-The drawer unit shall be welded assembled with 0.6mm thick CRCA steel for body shell, 1.3 mm thick CRCA top and bottom stiffeners and 0.8mm thick CRCA rear side stiffeners. Drawers shall be provided with double extension precision ball slide with 10 lever Cam lock and centre locking arrangement, finished with epoxy polyester powder coat of thickness of 50 microns.

Item Sl. No. 2

Staff Chair



1. SEAT/BACK ASSEMBLY: The seat is made of molded Polyurethane foam and 12mm thick Recycled composite board upholstered with replaceable fabric cover. The back is made of MS tubular frame insitu molded with Polyurethane foam and upholstered with

fabric cover. Back Size 45.0 cm. (W) x 47.0 cm. (H) Seat Size: 45.0 cm. (W) x 50.5 cm. (D)

2. POLYURETHANE FOAM: The Polyurethane foam is molded with density = 45 ± 2 kg/m³ and Hardness for back foam is 16 (+0/-2) & that for seat foam is 20 (+/-2) at 25% compression.

3. ARMRESTS: Armrest has a two piece construction and is mounted on to the tubular frame structure. It is injection molded in talc filled PP.

4. TUBULAR FRAME STRUCTURE: The powder coated tubular frame structure is made of 48 mm x 18.5 mm x 2.5 mm thick M.S. ERW oblong tube

Item Sl. No. 3**Sofa 3 Seater**

1) **CONNECTING BEAM ASSEMBLY:** It is a fabricated assembly made by welding MS. square pipe 6.0 cm. x 6.0 cm. x 10 BG. thick to 0.5cm thick HR. Steel plate on each side for fixing the molded side frame assembly. The connecting beam assembly is black powder coated.

2) **SEATREST ASSEMBLY:** The seat rest assembly consists of a fabricated inner-frame assembly insitu-molded with Polyurethane foam having density = 45 +/- 2 Kg./cm³. The hardness of the P.U. foam = 23 - 27 Kg on Hampden m/c. for 25% compression of the foam. The complete molded seat rest assembly is covered with a replaceable fabric upholstery cover.

Overall Size : 190cm W x 74D x 78H

SEAT SIZE: 52.0cm. (W) X 50.0cm. (D) X 6.0cm. (T) Approx.

3) **BACKREST ASSEMBLY:** The backrest assembly is flexing type and consists of a fabricated inner-frame assembly insitu-molded with Polyurethane foam having density = 45 +/- 2 Kg./cm³. The hardness of the P.U. foam = 16 – 20 Kg on Hampden m/c. for 25% compression of the

foam. The complete molded backrest assembly is covered with a replaceable fabric upholstery cover.

BACK SIZE: 52.0cm. (W) X 57.0cm. (H) X 12.0cm. (T) Approx.

4) **SIDEFAME (ARMREST) ASSEMBLY:** The side frame assembly, which forms the armrest assembly, is fitted to the two ends of the connecting beam assembly to form the leg-cum-armrest assembly. It consists of a fabricated inner-frame assembly insitu-molded with Polyurethane foam having density = 45 +/-2 Kg./cm³. The hardness of the P.U. foam = 16 - 20 Kg on Hampden m/c. for 25% compression of the foam. The complete molded side frame assembly is covered with a replaceable fabric upholstery cover.

SIDEFAME (ARMREST) SIZE: 63.0cm. (D) X 58.0cm. (H) X 12.0cm. (T) Approx.

6) **ADJUSTABLE GLIDE:** The adjustable glide is injection molded in black ABS and is used for level adjustment of the sofa on uneven floor surface. It is fitted to the side frame assembly.

Item Sl. No. 7**EXECUTIVE CHAIR**

- 1) SEAT/BACK ASSEMBLY: The seat is made up of 1.2cm. thick hot-pressed plywood, upholstered with pure leather (Black) at body contact areas and polyurethane foam. The back is made up of Dia. 10mm M.S tubular frame, upholstered with pure leather (Black) at body contact areas.
- 2) POLYURETHANE FOAM: The polyurethane foam for the seat is of density = 32 ± 2 kg/cu.m and for the back is of density = 24 ± 2 kg/cu.m.
- 3) ARMRESTS (ADJUSTABLE): The armrest top is soft touch upholstered with pure leather mounted on to an injection molded height adjustable type armrest.
- 4) SYNCHRO MECHANISM: The mechanism is designed with the following features: 360 degree revolving type. Single point control. Tilt tension adjustment. 5-position locking with anti-shock feature
- 5) CONNECTING SPINE BRACKET: Spine bracket is made of M.S. plate connecting the back with mechanism.
- 6) PNEUMATIC HEIGHT ADJUSTMENT: The pneumatic height adjustment has an adjustment stroke of 8.5 ± 0.5 cm.
- 7) PEDESTAL ASSEMBLY: Pedestal is made of High Pressure Die-cast Aluminum fitted with 5 nos. twin wheel nylon castors (castor wheel diameter 5.0 cm). The pedestal is of 65.0cm Pitch Center Diameter and with castors the outer dimension is 75.0 cm.

113-121 HEIGHT (H), 75DEPTH 75(D), WIDTH (W) 42.5 - 50.5, SEAT HEIGHT (SH)

Item Sl. No. 4**Storage Cupboard with Lock**

18 gauge steel wardrobe made of 1.25 mm CRCA (Cold Rolled Close Annealed) Steel
Brass handle
4 adjustable shelves
Powder coated
Width - 900
Depth - 500
Height - 2000

Item Sl. No. 8

Glass Cupboard



1. Product Size: 915 mm (W) x 486mm (D) x 1981* mm (H)Height
2. Construction & Material § Welded construction. 0.8 mm thick CRCA for Shelf & 0.9 mm thick CRCA for all other components.
3. Door Glasses fitted to full height steel frame.
4. Locking 2 way locking mechanism with shooting bolt.
5. Handle : Chrome plated brass handle
6. Shelving: Height wise Adjustable Shelves 4 Nos. Uniformly Distributed Load Capacity per full shelf is 80 Kg maximum
7. Leveler M10 Screw type leveler with hex plastic base. (Add 10mm to unit height and additional 10mm for adjustment.)
8. Finish Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10)

Item Sl. No. 5

Change Locker



Overall dimension: W960 x D500 x H1800 approx

No. of compartments: 6; each compartment: W300 x D450 x H800 approx.

Finishing: Powder coating.

Dimension: W900 x D500 x H1800 mm.

Material of Construction: CRCA sheet

Sheet Thickness: 1.5mm

Every Compartment to have locking facility

Door Thickness: 0.5-3.5mm

Lock: padlock

Nameplate holder for each compartment

Ventilation louver for every door.

Inside fittings-One clothes hanger rail. Powder coated.

Item Sl. No. 9**Sofa 2 Seater**

2 Seater: Total Length 1465, Total Width 885, c Total Height 810 w/o Legs, Seating Area Width 520, Seating Area Length 1010, Seating Area Height from Ground 350 add leg height, Arm Height 470 add leg height, Arm Length 550 Back Height from Arm 340 j Back Width 365, arm Width 225 l Leg Height 125, Length between Legs 1750 -1220- 750 n Width between Legs 510. Made of 800 GLM PVC top coat 200, middle coat 500, fabric polyester knitted, Sautex fabric. FRAME MATERIAL (TROPICAL WOOD / PINEWOOD/ RUBBER WOOD): pine wood MOISTURE CONTENT: less than 8%. Seat foam block foam in multiple of 24 mm thickness 28- 30 kg/m³. BACK FOAM: block foam in multiple of 24mm thickness. Leg Material Mild Steel, Chrome plated 125 mm.

Item Sl. No. 6**White Ceramic writing Board**

Ceramic white mat fused on steel surface

Thickness of the ceramic surface sheet is 0.56 mm and non-porous.

The ceramic surface should be totally scratch proof surface as well as abrasion resistant, shock proof, Chemical resistant, fire retardant, waterproof etc.

Ceramic surface should facilitate smooth writing.

Item Sl. No. 10
Lecture Hall table



Element	Specification
Veneered Top	48mm thick veneered top*coated with melamine (Satin finish, 9mm thick seasoned wood beading on edges) *48mm top=4mm veneer+25mm top plain particle board(PPB)+18mm Baton(PPB)+backing decorated laminated(BDL)
Legs	MS ERW round tube of dia 50.8 x1.6mm thick
Modesty & Side Panels	Perforated MS sheet of 0.9mm thick.
Veneered Top	48mm thick veneered top*coated with melamine (Satin finish, 9mm thick seasoned wood beading on edges) *48mm top=4mm veneer+25mm top plain particle board(PPB)+18mm Baton(PPB)+backing decorated laminated(BDL)
Pedestal	Shell: 0.8mm thick, Drawer Tray: 0.6mm thick ,Drawer Fronts: 0.8mm thick
	Slides : Double extension ball slides
Glass Door Unit	Body:0.8mm thick MS, Glass: 6.0mm thick clear glass
Size	W – 2060 X Ht -750 X D - 880
	The drawer unit shall be welded assembled with 0.6mm thick CRCA steel for body shell, 1.3 mm thick CRCA top and bottom stiffeners and 0.8mm thick CRCA rear side stiffeners. Drawers shall be provided with double extension precision ball slide with 10 lever Cam lock and center locking arrangement, finished with epoxy polyester powder coat of thickness of 50 microns

Item Sl. No. 11**Lab Table with Sink**

The Welded storage in three configurations:

Counter having Granite top and Support Brackets for the purpose of supporting the carrying the service lines.

- 1) Storage unit with one/two shutters and one adjustable shelf
- 2) Storage unit with one drawer, one/ two shutters and one adjustable shelf
- 3) Storage unit with 4 drawers.

All the cabinets will have shutter and drawer fronts in CRCA steel with epoxy powder coating.

All storages are without locks and can be provided if required and when specified.

Size:

Standard Storage Units of sizes:

In width: 300, 450, 600, 750, 900mm

End sink Unit: 1400mm. the unit should to be connected to the main drain

Height: 724(For 750), 874mm (900mm working ht)

Depth: 550mm

Construction:

- Framed, welded construction for durability & strength.
- Shutters and drawer fronts flush with the cabinet.

Material:

The cabinet and steel shutters are made up of 0.8 mm thick CRCA M.S. sheet.

Surface Treatment:

The complete M.S. material of cabinet is pretreated (degreased, Zinc Phosphated) and epoxy powder coated for better corrosion resistance. The thickness of powder coat is 45 -50microns, which passes the test of Salt Spray for 1000 Hours and having the Scratch Hardness of 3 Kg.

Other Specifications:

The each storage unit is assembled with M6 Fasteners having Zinc-Cobalt coating for better corrosion resistance. The two adjacent units are connected together with Zinc-Cobalt coated Cabinet Connectors. The shutters are fitted with Nickel-chrome plated self-closing hinges which are further coated with cathodic electro-deposition (CED) paint to improve the resistance to corrosion. The drawer trays are mounted on Delryn roller bearing slides, which are made up of 1.6 mm thick M.S. sheet and epoxy powder coated. A pair of slide can carry a UDL of 15 Kg.

Shutters and Drawer fronts:**Shutters:**

- Two piece shutter construction with sound deadening material for quite operation and rigidity.
- Rubber grommet on shutters for silent banging of shutter against body.
- The shutters are fitted with Nickel-chrome plated self-closing hinges which are further coated by Cathode Electro-deposition (CED) process to improve the corrosion resistance.

Drawers:

- Drawers are mounted with precision double extension (for full access) ball slides for smooth movement of drawers. Built-in anti rebound mechanism prevents drawer from coming out once it is pushed inside the cabinet. These slides are tested as per SEFA and BIFMA standards.
- One piece drawer tray construction for easy cleaning.
- Two piece drawer front construction with sound deadening material for quite operation and rigidity.

Shelf:

- Full width shelf for maximum storage space.
- Adjustable shelf at pitch of 1”
- Zn plated rigid shelf supports.

Load Carrying Capacity:

The overall load carrying capacity of cabinet is 80 Kg of UDL (40 kg on each shelf and 40 kg on bottom). The overall load carrying capacity of drawer is 15 kg of UDL for a pair of roller slide.

Item Sl. No. 12

Shoe Racks



Size: 300mm (L) X 300mm (B) X 1,200mm (H).

Material of Construction (MOC): Stainless steel (SS) 304 grade 16 & 18 SWG sheet. Stainless Steel welded wire mesh (65mmX30mm) in shelves.

Specifications: The rack frame shall be made with 30mm x 30mm square pipe. The rack shall be covered with 16 gauge SS sheet on top and back. Remaining two sides covered with welded wire mesh. The shelves shall have 200mm clear height/ shoe space and minimum 4 shelves in the total height. The shelves shall be made with 65mmX30mm welded wire mesh.

Item Sl. No. 13

RECEPTION COUNTER



1. The table for Reception shall have rubber wood Top with clean matt PU finish 18mm thick.
2. The inside radius shall be 700.00mm and outside radius shall be 1350.00mm
3. The Depth shall be 200mm. The rubberized cork shall be 18mm thick.
4. The hardened glass shall be plain 10mm thick diamond cut finishing on edges.
5. The inside radius of the glass shall be 1202.5mm thick.
6. The outside radius shall be 1402.5mm and depth shall be 200mm. The angles sustained within arc surface shall be 60 degree.

The Modesty Panel shall be made of non-magnetic SS Perforated sheet below Work surface: 0.8mm (Thick) x 66.5mm (Height) x 130.6mm (Flat Length) and above Work surface: 0.8mm (Thick) x 260mm (Height) x 130.6mm (Flat Length). The legs shall be made of MS tube 1.6mm Thick having Dia – 50.8mm, Height – 604mm

Item Sl. No. 14

Change Bench



Overall Size: 1500mm (L) X 450mm (B) X 500mm (H).

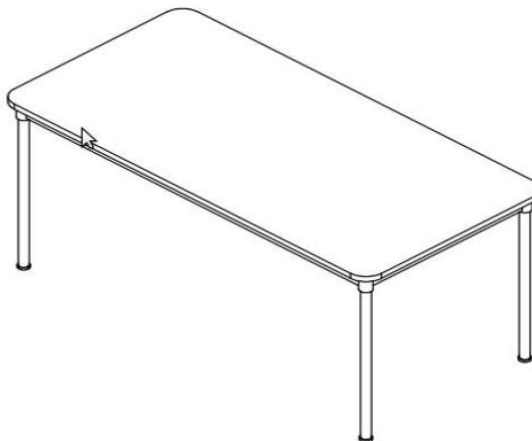
Material of Construction (MOC): Stainless steel (SS) 304 grade 16 sheet. Frame: Steel square pipe.

Specifications: The rack frame shall be made with 30mmX30mm square pipe. The rack shall be covered with 16 gauge SS sheet.

The shelves shall have 200mm clear height / shoe space.

The shelves shall also be covered with 16 gauge SS sheet.

Item Sl. No. 15
General Purpose Table



Elements	Specifications
Worktop	25 mm Thick PLB Tops with 2mm Thick PVC Edge Beading
C – Frames	1.6 mm thick M.S C Frame Supporting the Top.
Legs	Dia. 38.1 x 1.6 mm thick M.S ERW tube.
Dimensions	
Table top	1500 mm W x 900mm D
Table height	740mm H

Item Sl. No. 16**Visitor Chair**

1) SEAT/BACK ASSEMBLY: The seat is made up of 1.2cm. Thick hot-pressed plywood, upholstered with pure leather (Black) at body contact areas and polyurethane foam. The back is made up of Dia. 10mm M.S tubular frame, upholstered with pure leather (Black) at body contact areas.

2) POLYURETHANE FOAM: The polyurethane foam for the seat is of density = 32 ± 2 kg/cu m and for the back is of density = 24 ± 2 kg/cu m.

3) ARMRESTS (ADJUSTABLE): The armrest top is soft touch upholstered with pure leather mounted on to an injection molded height adjustable type armrest.

4) LEG FRAME ASSEMBLY (9N12AX): Leg frame welded assembly is made from 38mm X 19mm X 1.2mm

Elliptical MS ERW tube with base plate for seat fixing.

95.5HEIGHT (H), 75 DEPTH (D), 75WIDTH (W), 44 SEAT HEIGHT (SH)

Item Sl. No. 17

Filing Cabinet



1. Models & Product Size 4 Drawer: Width: 470mm Height: 1320mm Depth: 620mm
2. Construction: Rigid Knock Down Construction
3. Material: CRCA 1 mm Thick (Top, Side & Drawer Front); 0.6 mm Thick (Frames, Drawer-Inside Cover, Side Back Side) 0.5mm Thick (Back, Bottom, Drawer Bottom)
4. Drawer front: Easy to grip Full length Handle recess integrated into Metal Drawer fronts
5. Label Holder Snap on type plastic label holder on Drawer Fronts
6. Locking & anti-tipping arrangement Centralized locking with 10 lever Cam Lock & having anti-tipping arrangement to ensure that when one drawer is opened for use, it does not allow other drawers to be opened.
7. Triangular Plate Plain Triangular plate pop riveted at the bottom corners for rigidity.
8. Finish: Epoxy Polyester Powder coated to the thickness of 50 microns (+/-10).
9. Supplied with self-hanging file folders easily moveable on the rails full capacity with labels

Item Sl. No. 18

Waste Bin Pedal Operated -Plastic

9 liters capacity plastic foot operated trash bin

Item Sl. No. 19

SS Waste Bin (Foot operated)



Size: 415mm dia, 640 mm height

Material of Construction (MOC): Stainless steel (SS) 304 grade 18 SWG sheet

Specifications: Argon Arc welded joints. Foot operated lid, easy to handle provided with a handle to lift.

Item Sl. No. 20**Student Chair with Desklet**

- 1) SEAT/BACK ASSEMBLY: The seat and back are made up of 1.2 cm thick hot pressed plywood, upholstered with fabric and molded Polyurethane foam with PVC lipping all around. The back foam is designed with contoured lumbar support for extra comfort.
Back Size: 49.0 cm (W) X 47.0cm (H)
SEAT SIZE: 49.0 cm (W) X 44.0cm (D)
- 2) POLYURETHANE FOAM: The polyurethane foam is molded with density = 45 +/-2 kg/m³ and Hardness = 20 +/- 2 on Hampden machine at 25% compression.
- 3) TUBULAR FRAME: The tubular frame is cantilever type & made of Dia.2.54cm. (1") x 14 BG M.S. E.R.W. tube and black powder coated. The Armrest Tube of Dia 2.54cm. (1") x 14 BG M.S. E.R.W. tube is welded to mainframe. The desklet is fitted on the right hand side.
- 4) DESKLET ASSEMBLY: The wooden desklet is made of 1.8cm thick. Pre-laminated chipboard with 2mm thickness. PVC lipping all around. SIZE: 54.0cm. (W) X 29.0cm. (D).
- 5) ARMRESTS: The armrests are made from chemically treated & seasoned wood with black melamine polish.
- 6) PAPER TRAY: The paper tray is made of 0.2cm. dia. M.S. wire spot welded to form a mesh. It is black powder coated. SIZE: 34.5cm. (W) X 35.0cm. (D).

Section – VIII

Quality Control Requirements

(Proforma for equipment and quality control employed by the manufacturer(s))

Tender Reference No.

Date of opening

Time

Name and address of the Tenderer:

Note: All the following details shall relate to the manufacturer(s) for the goods quoted for.

- 01 Name of the manufacturer
 - a. full postal address
 - b. full address of the premises
 - c. telegraphic address
 - d. telex number
 - e. telephone number
 - f. fax number

- 02 Plant and machinery details
- 03 Manufacturing process details
- 04 Monthly (single shift) production capacity of goods quoted for
 - a. normal
 - b. maximum

- 05 Total annual turn-over (value in Rupees)
- 06 Quality control arrangement details
 - a. for incoming materials and bought-out components
 - b. for process control
 - c. for final product evaluation
- 07 Test certificate held
 - a. . type test
 - b. . BIS/ISO certification
 - c. . any other
- 08 Details of staff
 - a. technical
 - b. skilled
 - c. unskilled

Signature and seal of the Tenderer

Section – IX

Qualification Criteria

1. The Tenderer must be a Manufacturer or its Authorized Agent/ Distributor/ Dealer/ Stockist (hereinafter called only Authorised Agent).
2. The manufacturer should have an average annual turnover of **Rs. *as computed*** [*Please refer Column (e) of the tabular statement and the note given in table 1 below*] during the last three years (2012-13, 2013-14, 2014-15). The manufacturer should submit balance sheet and Profit & loss account duly attested by chartered accountant for the preceeding three financial years.
3. The tenderer quoting as authorised agents must submit the manufacturer's authorisation as per the format given in Section XIV. The agent should have been appointed at least one year prior to the publication of this tender enquiry. The proof of appointment as authorised agent shall be submitted (if not original then notarized photocopy, however purchaser may call for original to varify)
4. Meeting the criteria as per clause 2 & 3 above, the tenderer quoting as Authorised Agent should have an average annual turnover of not less than Rupees **Rs. *as computed*** [*Please refer Column (f) of the tabular statement and the note given in table 1 below*] in the last 3 financial year. They shall submit balance sheet and profit & loss account of the manufacturer and also their own for preceeding three financial year duly attested by chartered accountant.
5. The tenderer should have satisfactorily completed contract(s) of similar nature i.e furniture items in his own name at least one contract with a minimum value of **Rs. *as computed*** [*Please refer Column (h) of the tabular statement and the note given in table 1 below*] or two contracts with minimum value of **Rs. *as computed*** [*Please refer Column (i) of the tabular statement and the note given in table 1 below*] or three contracts with minimum value of **Rs. *as computed*** [*Please refer Column (j) of the tabular statement and the note given in table 1 below*] each during the last 03 years prior to the submission of bid.
6. Solvency Certificate
The bidder shall submit solvency certificate equal to **Rs. *as computed*** [*Please refer Column (g) of the tabular statement and the note given in table 1 below*] issued in the name of the bidder
7. The bidder should have earned a net profit at least in two financial years out of the preceding three financial years.
8. Technical Requirement
The manufacturer itself or on whose behalf the bid is submitted should have the certification for ISO 9001/14001 certification. The self-attested copy of the certificate(s) to be attached.

Note:

Notwithstanding anything stated above, the Purchaser reserves the right to assess the Tenderer's capability and capacity to perform the contract satisfactorily before deciding on award of Contract, should circumstances warrant such an assessment in the overall interest of the Purchaser. The Purchaser reserves the right to ask for a free demonstration of the quoted Goods/Stores at a pre determined place acceptable to the purchaser for technical acceptability as per the tender specifications, before the opening of the Price Tender.

Table-1

Sl. No	Name of the Item	Qty	EMD (in INR)	Min. Av. Annual Turnover of Manufacturer (in INR)	Min. Av. Turnover of Authorised Agent (in INR)	Min. Solvency (in INR)	Min. value of One order (in INR)	Min. value of Two orders each (in INR)	Min. value of Three orders each (in INR)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
1	LECTURE TABLE	4	2,000	100,000	50,000	40,000	80,000	50,000	40,000
2	FACULTY TABLE	121	43,560	2,178,000	1,089,000	871,200	1,742,400	1,089,000	871,200
3	GENERAL PURPOSE TABLE	14	1,400	70,000	35,000	28,000	56,000	35,000	28,000
4	LAB TABLE WITH SINK	6	8,400	420,000	210,000	168,000	336,000	210,000	168,000
5	STAFF CHAIR	157	14,130	706,500	353,250	282,600	565,200	353,250	282,600
6	VISITOR CHAIR	160	9,600	480,000	240,000	192,000	384,000	240,000	192,000
7	SOFA 3 SEATER	8	3,200	160,000	80,000	64,000	128,000	80,000	64,000
8	EXECUTIVE CHAIR	145	23,200	1,160,000	580,000	464,000	928,000	580,000	464,000
9	STORAGE CUPBOARD WITH LOCK	165	49,500	2,475,000	1,237,500	990,000	1,980,000	1,237,500	990,000
10	FILING CABINET	26	7,800	390,000	195,000	156,000	312,000	195,000	156,000
11	GLASS CUPBOARD	27	6,480	324,000	162,000	129,600	259,200	162,000	129,600
12	SHOE RACK	14	1,400	70,000	35,000	28,000	56,000	35,000	28,000
13	CHANGE LOCKER - 6 COMPARTMENTS	27	10,800	540,000	270,000	216,000	432,000	270,000	216,000
14	RECEPTION COUNTER	9	5,400	270,000	135,000	108,000	216,000	135,000	108,000
15	WASTE BIN PEDAL OPERATED -PLASTIC	322	1,932	96,600	48,300	38,640	77,280	48,300	38,640
16	CHANGE BENCH	6	1,200	60,000	30,000	24,000	48,000	30,000	24,000
17	WASTE BIN PEDAL OPERATED -SS	30	1,200	60,000	30,000	24,000	48,000	30,000	24,000
18	LECTURE HALL STUDENT CHAIR	24	1,680	84,000	42,000	33,600	67,200	42,000	33,600
19	SOFA 2 SEATER	9	3,060	153,000	76,500	61,200	122,400	76,500	61,200
20	CERAMIC WRITING BOARD-white	4	6,000	300,000	150,000	120,000	240,000	150,000	120,000
	Total for all items		201,942	10,097,100	5,048,550	4,038,840	8,077,680	5,048,550	4,038,840

Sl. No	Name of the Item	Qty	EMD	Min. Av. Annual Turnover of Manufacturer	Min. Av. Turnover of Authorised Agent	Min. Solvency	Min. value of One order	Min. value of Two orders each (in INR)	Min. value of Three orders each (in INR)
--------	------------------	-----	-----	--	---------------------------------------	---------------	-------------------------	--	--

Note:

- 1) Bidder may quote one or more items but bidder cannot bid for part quantity of same item.
- 2) If the bidder quotes for one item, the bidder is required to meet the requirement of EMD, Average Annual Turn Over (for the manufacturer and Agent as the case may be), Solvency certificate, satisfactory work execution as mentioned against the item for which the bid is submitted
- 3) In case the bidder quotes for more than one item, the bidder would be required to meet cumulative requirement of EMD, Average Annual Turnover, Solvency certificate, Satisfactory work execution) for all the items for which the bid is submitted.

Example::

- If the bid is submitted for one item (say item at sl. no. 16) then the bidder is required to meet the followings:
EMD : Rs. 12,00
Minimum Average Annual Turn Over for last three years (Manufacturer) : Rs. 60,000 Minimum
Average Annual Turn Over for last three years (Authorized Agent) : Rs. 30,000
Minimum Value of Solvency Certificate : Rs. 24,000
Minimum value of order successfully executed (if, one order) : Rs. 48,000
Minimum value of each order successfully executed (if, two orders) : Rs 30,000 each
Minimum value of each order successfully executed (if, three orders) : Rs. 24,000 each
- If the bid is submitted for more than one item (say three items: Items at sl. no. 1,2 & 3) then the bidder is required to meet the followings:
EMD : Rs. 46,960
Minimum Average Annual Turn Over for last three years (Manufacturer) : Rs. 23,48,000
Minimum Average Annual Turn Over for last three years (Authorized Agent) : Rs. 11,74,000
Minimum Value of Solvency Certificate : Rs. 9,39,200
Minimum Order value of order executed (if, one order) : Rs. 18,78,400
Minimum Order value of each order executed (if, two orders) : Rs. 11,74,000
Minimum Order value of each order executed (if, three orders) : Rs. 9,39,200
- Likewise the bidder has to calculate the requirement to be met depending upon the no. of items for which bid is submitted.

PROFORMA 'A'

PROFORMA FOR PERFORMANCE STATEMENT

(For the period of last five years)

Tender Reference No. : _____

Date of opening : _____

Time : _____

Name and address of the Tenderer : _____

Name and address of the manufacturer : _____

Order placed by (full address of Purchaser/ Consignee)	Order number and date	Description and quantity of ordered goods and services	Value of order (Rs.)	Date of completion of Contract		Remarks indicating reasons for delay if any	Have the goods been functioning Satisfactorily (attach documentary proof)**
				As per contract	Actual		
1	2	3	4	5	6	7	8

Signature and seal of the Tenderer

**** The documentary proof will be a certificate from the consignee/end user with cross-reference of order no. and date in the certificate along with a notarized certification authenticating the correctness of the information furnished. If at any time, information furnished is proved to be false or incorrect, the earnest money furnished will be forfeited**

**Section – X
TENDER FORM**

Date _____

To

**SVP (GB), HLL Lifecare Limited, Procurement and Consultancy Division, B-14 A, Sector -62, Noida -
201307, Uttar Pradesh**

Ref. Your TE document No. _____ dated _____

We, the undersigned have examined the above mentioned TE document, including amendment/corrigendum No. _____, dated _____ (if any), the receipt of which is hereby confirmed. We now offer to supply and deliver _____ (Description of goods and services) in conformity with your above referred document for the sum as mentioned in the price bid, attached herewith and made part of this tender.

If our tender is accepted, we undertake to supply the goods and perform the services as mentioned above, in accordance with the delivery schedule specified in the List of Requirements.

We further confirm that, if our tender is accepted, we shall provide you with a performance security of required amount in an acceptable form in terms of GCC clause 5, read with modification, if any, in Section - V – “Special Conditions of Contract”, for due performance of the contract.

We agree to keep our tender valid for acceptance as required in the GIT clause 20, read with modification, if any in Section - III – “Special Instructions to Tenderers” or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

We confirm that we fully agree to the terms and conditions specified in above mentioned TE document, including amendment/ corrigendum if any

(Signature with date)

(Name and designation) Duly authorised to sign tender for and on behalf of

SECTION – XI PRICE SCHEDULE**A) PRICE SCHEDULE FOR DOMESTIC GOODS OR GOODS OF FOREIGN ORIGIN LOCATED WITHIN INDIA**

1 Schedule	2 Brief Description of Goods	3 Country of Origin	4 Quantity (Nos.)	5 Price per unit (Rs.)							6 Total Price (at Consignee Site) basis (Rs.) 4 x 5(g)
				Ex - factory/ Ex - warehouse /Ex-showroom /Off - the shelf (a)	Excise Duty (if any) [%age & value] (b)	Sales Tax/VAT(if any) [%age & value] (c)	Packing and Forwarding charges (d)	Inland Transportation, Insurance for a period including 3 months beyond date of delivery, loading/ unloading and Incidental costs till consignee's site (e)	Incidental Services (including Installation & Commissioning, Supervision, Demonstration and Training) at the Consignee's site (f)	Unit Price (at Consignee Site) basis (g) =a+b+c+d+e+f	

Total Tender price in Rupees: _____

In words: _____

Note: -

1. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.
2. The charges for Annual CMC after warranty shall be quoted separately as per Section – XI – Price Schedule C

Name _____

Business Address _____

Place: _____

Signature of Tenderer _____

Date: _____

Seal of the Tenderer _____

B) PRICE SCHEDULE FOR ANNUAL COMPREHENSIVE MAINTENANCE CONTRACT AFTER WARRANTY PERIOD

1	2	3	4					5
Schedule No.	BRIEF DESCRIPTION OF GOODS	QUANTITY. (Nos.)	Annual Comprehensive Maintenance Contract Cost for Each Unit year wise*.					Total Annual Comprehensive Maintenance Contract Cost for 5 Years [3 x (4a+4b+4c+4d+4e)]
			1 st	2 nd	3 rd	4 th	5 th	
			a	B	c	d	e	

* After completion of Warranty period

NOTE:-

1. In case of discrepancy between unit price and total prices, THE UNIT PRICE shall prevail.
2. The cost of Comprehensive Maintenance Contract (CMC) which includes preventive maintenance including testing & calibration as per technical/ service /operational manual, labour and spares, after satisfactory completion of Warranty period may be quoted for next 5 years on yearly basis for complete equipment and Turnkey (if any).
3. The cost of CMC may be quoted along with taxes applicable on the date of Tender Opening. The taxes to be paid extra, to be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such taxes and no claim for the same will be entertained later.
4. Cost of CMC will be added for Ranking/Evaluation purpose.
5. The payment of CMC will be made as per clause GCC clause 21.1 (D).
6. The uptime warranty will be 98 % on 24 (hrs) X 7 (days) X 365 (days) basis or as stated in Technical Specification of the TE document.
7. All software updates should be provided free of cost during CMC period.
8. The stipulations in Technical Specification will supersede above provisions
9. The supplier shall keep sufficient stock of spares required during Annual Comprehensive Maintenance Contract period. In case the spares are required to be imported, it would be the responsibility of the supplier to import and get them custom cleared and pay all necessary duties.

Place: _____

Date: _____

Name _____

Business Address _____

Signature of Tenderer _____

Seal of the Tenderer _____

C) PRICE SCHEDULE FOR TURNKEY

Schedule No.	BRIEF TURNKEY DESCRIPTION OF GOODS	CONSIGNEE CODE	Turnkey price

Note: -

1. The cost of Turnkey as per Technical Specification (Section VII) may be quoted on lump sum along with taxes applicable on the date of Tender Opening. The taxes to be paid extra, to be specifically stated. In the absence of any such stipulation the price will be taken inclusive of such taxes and no claim for the same will be entertained later.
2. Cost of Turnkey will be added for Ranking/Evaluation purpose.
3. The payment of Turnkey will be made as per clause GCC clause 21.1 (c).
4. The stipulations in Technical Specification will supersede above provisions

Name _____

Business Address _____

Place: _____

Signature of Tenderer _____

Date: _____

Seal of the Tenderer _____

SECTION – XII

QUESTIONNAIRE

Fill up the Section XX – Check List for Tenderers and enclose with the Tender

1. The tenderer should furnish specific answers to all the questions/issues mentioned in the Checklist. In case a question/issue does not apply to a tenderer, the same should be answered with the remark “not applicable”.
2. Wherever necessary and applicable, the tenderer shall enclose certified copy as documentary proof/ evidence to substantiate the corresponding statement.
3. In case a tenderer furnishes a wrong or evasive answer against any of the question/issues mentioned in the Checklist, its tender will be liable to be ignored.

SECTION – XIII
BANK GUARANTEE FORM FOR EMD

Whereas _____ (hereinafter called the “Tenderer”) has submitted its quotation dated _____ for the supply of _____ (hereinafter called the “tender”) against the purchaser’s tender enquiry No. _____ Know all persons by these presents that we _____ of _____ (Hereinafter called the “Bank”) having our registered office at _____ are bound unto _____ (hereinafter called the “Purchaser) in the sum of _____ for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20____. The conditions of this obligation are:

- (1) If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the Tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-

- a) Fails or refuses to furnish the performance security for the due performance of the contract.
- or
- b) Fails or refuses to accept/execute the contract.
- or
- c) if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition(s).

This guarantee will remain in force for a period of forty-five days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorised officer of the Bank)

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch

**SECTION – XIV
MANUFACTURER’S AUTHORISATION FORM**

To

**SVP (GB), HLL Lifecare Limited, Procurement and Consultancy Division, B-14 A, Sector -62, Noida -
201307, Uttar Pradesh**

Dear Sirs,

Ref. Your TE document No _____, dated _____

We, _____ who are proven and reputable manufacturers of _____ (*name and description of the goods offered in the tender*) having factories at _____, hereby authorise Messrs _____ (*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 TE documents for the above goods manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs. _____ (*name and address of the above agent*) is authorised to submit a tender, process the same further and enter into a contract with you against your requirement as contained in the above referred TE documents for the above goods manufactured by us.

We also hereby extend our full warranty, CMC as applicable as per clause 15 of the General Conditions of Contract, read with modification, if any, in the Special Conditions of Contract for the goods and services offered for supply by the above firm against this TE document.

Yours faithfully,

[Signature with date, name and designation]

for and on behalf of Messrs _____

[Name & address of the manufacturers]

Note: 1. This letter of authorisation 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 may be sent.

SECTION – XV

BANK GUARANTEE FORM FOR PERFORMANCE SECURITY/ CMC SECURITY

To

SVP (GB), HLL Lifecare Limited, Procurement and Consultancy Division, B-14 A, Sector -62, Noida - 201307, Uttar Pradesh/ Hospital / Institution in case of CMC

WHEREAS _____ (Name and address of the supplier) (Hereinafter called “the supplier”) has undertaken, in pursuance of contract no _____ dated _____ to supply (description of goods 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 by a scheduled commercial bank recognised by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

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 30 (thirty) months from the date of Notification of Award i.e. up to ----- (indicate date)

.....
(Signature with date of the authorised officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

**SECTION – XVI
CONTRACT FORM - A**

**CONTRACT FORM FOR SUPPLY, INSTALLATION, COMMISSIONING, HANDING OVER,
TRIAL RUN, TRAINING OF OPERATORS & WARRANTY OF GOODS**

(Address of the Purchaser's/Consignee's office issuing the contract)

Contract No _____ dated _____

This is in continuation to this office's Notification of Award No _____ dated _____

1. Name & address of the Supplier: _____
2. Purchaser's TE document No _____ dated _____ and subsequent Amendment No _____, dated _____ (if any), issued by the purchaser
3. Supplier's Tender No _____ dated _____ and subsequent communication(s) No _____ dated _____ (if any), exchanged between the supplier and the purchaser in connection with this tender.
4. In addition to this Contract Form, the following documents etc, which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as integral part of this contract:
 - (i) General Conditions of Contract;
 - (ii) Special Conditions of Contract;
 - (iii) List of Requirements;
 - (iv) Technical Specifications;
 - (v) Quality Control Requirements;
 - (vi) Tender Form furnished by the supplier;
 - (vii) Price Schedule(s) furnished by the supplier in its tender;
 - (viii) Manufacturers' Authorisation Form (if applicable for this tender);
 - (ix) Purchaser's Notification of Award

Note: The words and expressions used in this contract shall have the same meanings as are respectively assigned to them in the conditions of contract referred to above. Further, the definitions and abbreviations incorporated under clause 1 of Section II – 'General Instructions to Tenderers' of the Purchaser's TE document shall also apply to this contract.

4. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below for ready reference:

(i) Brief particulars of the goods and services which shall be supplied/ provided by the supplier are as under:

Schedule No.	Brief description of goods/services	Accounting unit	Quantity to be supplied	Unit Price	Total price	Terms of delivery

Any other additional services (if applicable) and cost thereof: _____

Total value (in figure) _____ (In words) _____

2. Delivery schedule

(iii) Details of Performance Security

(iv) Quality Control

(a) Mode(s), stage(s) and place(s) of conducting inspections and tests.

(b) Designation and address of purchaser's inspecting officer

(v) Destination and despatch instructions

(vi) Consignee, including port consignee, if any

3. Warranty clause

4. Payment terms

5. Paying authority

**(Signature, name and address
of the Purchaser's/Consignee's authorised official)**
For and on behalf of _____

Received and accepted this contract

(Signature, name and address of the supplier's executive
duly authorised to sign on behalf of the supplier)

For and on behalf of _____

(Name and address of the supplier)

(Seal of the supplier)

Date: _____

Place: _____

CONTRACT FORM – B
CONTRACT FORM FOR ANNUAL COMPREHENSIVE MAINTENANCE CONTRACT

Annual CM Contract No. _____ dated _____
 Between _____

(Address of Head of Hospital/Institute/Medical College)
 And _____

(Name & Address of the Supplier)

Ref: Contract No _____ dated _____ (Contract No. & date of Contract for supply, installation, commissioning, handing over, Trial run, Training of operators & warranty of goods)

In continuation to the above referred contract

6. The Contract of Annual Comprehensive Maintenance is hereby concluded as under: -

1	2	3	4					5
Schedule No.	BRIEF DESCRIPTION OF GOODS	QUANTITY. (Nos.)	Annual Comprehensive Maintenance Contract Cost for Each Unit year wise*.					Total Annual Comprehensive Maintenance Contract Cost for 5 Years [3 x (4a+4b+4c+4d+4e)]
			1 st	2 nd	3 rd d	4 th	5 th	
			a	b	c	d	e	

Total value (in figure) _____ (In words) _____

- b) The CMC commence from the date of expiry of all obligations under Warranty i.e. from _____ (date of expiry of Warranty) and will expire on _____ (date of expiry of CMC)
- c) The cost of Annual Comprehensive Maintenance Contract (CMC) which includes preventive maintenance, labour and spares, after satisfactory completion of Warranty period may be quoted for next 5 years as contained in the above referred contract on yearly basis for complete equipment (including X ray tubes, Helium for MRI, Batteries for UPS, other vacuumatic parts, _____ & _____) and Turnkey (if any).
- d) There will be 98% uptime warranty during CMC period on 24 (hrs) X 7 (days) X 365 (days) basis, with penalty, to extend CMC period by double the downtime period.
- e) During CMC period, the supplier shall visit at each consignee's site for preventive maintenance including testing and calibration as per the manufacturer's service/ technical/ operational manual. The supplier shall visit each consignee site as recommended in the

manufacturer's manual, but at least once in 6 months commencing from the date of the successful completion of warranty period for preventive maintenance of the goods.

- f) All software updates should be provided free of cost during CMC.
- g) The bank guarantee valid till _____ [(fill the date) 2 months after expiry of entire CMC period] for an amount of Rs. _____ [(fill amount) equivalent to 2.5 % of the cost of the equipment as per contract] shall be furnished in the prescribed format given in Section XV of the TE document, along with the signed copy of Annual CMC within a period of 21 (twenty one) days of issue of Annual CMC failing which the proceeds of Performance Security shall be payable to the Purchaser/Consignee.
- h) If there is any lapse in the performance of the CMC as per contract, the proceeds Annual CMC bank guarantee for an amount of Rs. _____ (equivalent to 2.5 % of the cost of the equipment as per contract) shall be payable to the Consignee.
- i) **Payment terms:** The payment of Annual CMC will be made against the bills raised to the consignee by the supplier on six monthly basis after satisfactory completion of said period, duly certified by the HOD concerned. The payment will be made in Indian Rupees.
- j) **Paying authority:** _____ (name of the consignee i.e. Hospital/ Institute /Medical College's authorised official)

**(Signature, name and address
of Hospital/Institute/Medical College's authorised official)
For and on behalf of _____**

Received and accepted this contract

(Signature, name and address of the supplier's executive
duly authorised to sign on behalf of the supplier)

For and on behalf of _____
(Name and address of the supplier)

(Seal of the supplier)

Date: _____

Place: _____

SECTION – XVII
CONSIGNEE RECEIPT CERTIFICATE
(To be given by consignee’s authorized representative)

The following store (s) has/have been received in good condition:

- 1) Contract No. & date : _____
- 2) Supplier’s Name : _____
- 3) Consignee’s Name & Address with
telephone No. & Fax No. : _____
- 4) Name of the item supplied : _____
- 5) Quantity Supplied : _____
- 6) Date of Receipt by the Consignee : _____
- 7) Name and designation of Authorized
Representative of Consignee : _____
- 8) Signature of Authorized Representative of
Consignee with date : _____
- 9) Seal of the Consignee : _____

SECTION – XVIII

Proforma of Final Acceptance Certificate by the Consignee

No _____

Date _____

To

M/s _____

Subject: Certificate of commissioning of equipment/plant.

This is to certify that the equipment(s)/plant(s) as detailed below has/have been received in good conditions along with all the standard and special accessories and a set of spares (subject to remarks in Para no.02) in accordance with the contract/technical specifications. The same has been installed and commissioned.

- (a) Contract No _____ dated _____
- (b) Description of the equipment(s)/plants: _____
- (c) Equipment(s)/ plant(s) nos.: _____
- (d) Quantity: _____
- (e) Bill of Loading/Air Way Bill/Railway Receipt/ Goods Consignment Note no _____ dated _____
- (f) Name of the vessel/Transporters: _____
- (g) Name of the Consignee: _____
- (h) Date of commissioning and proving test: _____

Details of accessories/spares not yet supplied and recoveries to be made on that account.

Sl. No.	Description of Item	Quantity	Amount to be recovered	No.
---------	---------------------	----------	------------------------	-----

The proving test has been done to our entire satisfaction and operators have been trained to operate the equipment(s)/plant(s).

The supplier has fulfilled its contractual obligations satisfactorily ## or

The supplier has failed to fulfil its contractual obligations with regard to the following:

He has not adhered to the time schedule specified in the contract in dispatching the documents/drawings pursuant to 'Technical Specifications'.

He has not supervised the commissioning of the equipment(s)/plant(s) in time, i.e. within the period specified in the contract from date of intimation by the Purchaser/Consignee in respect of the

installation of the equipment(s)/plant(s).

The supplier as specified in the contract has not done training of personnel.

The extent of delay for each of the activities to be performed by the supplier in terms of the contract is

The amount of recovery on account of non-supply of accessories and spares is given under Para no.02.

The amount of recovery on account of failure of the supplier to meet his contractual obligations is _____ (here indicate the amount).

Signature

Name

Designation with stamp

Explanatory notes for filling up the certificate:

He has adhered to the time schedule specified in the contract in dispatching the documents/drawings pursuant to 'Technical Specification'.

He has supervised the commissioning of the equipment(s)/plant(s) in time, i.e. within the time specified in the contract from date of intimation by the Purchaser/Consignee in respect of the installation of the equipment(s)/plant(s).

Training of personnel has been done by the supplier as specified in the contract

In the event of documents/drawings having not been supplied or installation and commissioning of the equipment(s)/plant(s) having been delayed on account of the supplier, the extent of delay should always be mentioned in clear terms.

SECTION – XIX

This section is deleted.

SECTION – XX
CHECKLIST

Name of Tenderer:

Name of Manufacturer:

Sl No.	Activity	Yes/ No/ NA	Page No. in the TE document	Remarks
1. a.	Have you enclosed EMD of required amount for the quoted schedules?			
b.	In case EMD is furnished in the form of Bank Guarantee, has it been furnished as per Section XIII?			
c.	In case Bank Guarantee is furnished, have you kept its validity of 165 days from Techno Commercial Tender Opening date as per clause 19 of GIT?			
2. a.	Have you enclosed duly filled Tender Form as per format in Section X?			
b.	Have you enclosed Power of Attorney in favour of the signatory?			
3.	Are you a SSI unit, if yes have you enclosed certificate of registration issued by Directorate of Industries/NSIC			
4. a.	Have you enclosed clause-by-clause technical compliance statement for the quoted goods vis-à-vis the Technical specifications?			
b.	In case of Technical deviations in the compliance statement, have you identified and marked the deviations?			
5. a.	Have you submitted satisfactory performance certificate as per the Proforma for performance statement in Sec. IX of TE document in respect of all orders?			

SI No.	Activity	Yes/ No/ NA	Page No. in the TE document	Remarks
b.	Have you submitted copy of the order(s) and end user certificate?			
6.	Have you submitted manufacturer's authorization as per Section XIV?			
7.	Have you submitted prices of goods, turnkey (if any), CMC etc. in the Price Schedule as per Section XI?			
8.	Have you kept validity of 120 days from the Techno Commercial Tender Opening date as per the TE document?			
9. a.	In case of Indian Tenderer, have you furnished Income Tax Account No. as allotted by the Income Tax Department of Government of India?			
b.	In case of Foreign Tenderer, have you furnished Income Tax Account No. of your Indian Agent as allotted by the Income Tax Department of Government of India?			
10.	Have you intimated the name and full address of your Banker (s) along with your Account Number			
11.	Have you fully accepted payment terms as per TE document?			
12.	Have you fully accepted delivery period as per TE document?			
13.	Have you submitted the certificate of incorporation?			
14.	Have you accepted the warranty/ CMC as per TE document?			
15.	Have you accepted terms and conditions of TE document?			

Sl No.	Activity	Yes/ No/ NA	Page No. in the TE document	Remarks
16.	Have you furnished documents establishing your eligibility & qualification criteria as per TE documents?			
17	Have you furnished Annual Report (Balance Sheet and Profit & Loss Account) for last three years prior to the date of Tender opening?			
18	Have you submitted quality control requirement?			

N.B.

1. All pages of the Tender should be page numbered and indexed.
 2. The Tenderer may go through the checklist and ensure that all the documents/confirmations listed above are enclosed in the tender and no column is left blank. If any column is not applicable, it may be filled up as NA.
2. It is the responsibility of tendered to go through the TE document to ensure furnishing all required documents in addition to above, if any.

(Signature with date)

**(Full name, designation & address of the person duly authorised sign on behalf of the Tenderer)
For and on behalf of**

(Name, address and stamp of the tendering firm)

**Section – XXI
Consignee List**

Consignee Code	Medical Institutions	Contact Address.
JNMC	Jawahar Lal Nehru Medical College, Aligarh (Aligarh Muslim University)	The Principal Jawahar Lal Nehru Medical College, Aligarh Muslim University Aligarh -202001 Uttar Pradesh Ph: 0571-2721165 Fax: 0571-2720039

NB: The consignee will ensure timely issue of Octroi Exemption Certificates, Road Permits & Entry Tax Exemption Certificates, wherever applicable, to the suppliers.