

NOTICE INVITING TENDER FOR
SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF
MEDICAL EQUIPMENT AT IIM TIRUCHIRAPPALLI
Tender No. IIMT/MED/002/2020 dated 16/05/2020

Details	Date	Time	Venue
Date of issue of Tender Document	16/05/2020 (Saturday)	19.00 Hrs. onwards	-
Pre-bid Meeting	28/05/2020 (Thursday)	11.00 Hrs.	Dean's Office Meeting Room, IIM Tiruchirappalli
Last date for receipt of Tenders at IIM Tiruchirappalli	08/06/2020 (Monday)	Up to 17:00 Hrs.	-
Opening of Master Envelope and Technical Bid(Cover 1)	16/06/2020 (Tuesday)	11.00 Hrs.	Dean's Office Meeting Room, IIM Tiruchirappalli
Opening of Price Bids of Eligible Vendors (Cover 2)	19/06/2020 (Friday)	11.00 Hrs.	Dean's Office Meeting Room, IIM Tiruchirappalli
Tender Document	The tender document can be downloaded from the IIMT website www.iimtrichy.ac.in/tender		
Cost of Tender Document (Non refundable)	Rs. 1,180/- (inclusive of GST) has to be remitted through NEFT to IIM Tiruchirappalli , SB A/c. No. 32170808935, IFSC Code: SBIN0071187 of SBI, IIM Tiruchirappalli. A copy of the payment transaction receipt has to be attached with the application form, without which the bid won't be considered		
EMD Amount (Refundable to unsuccessful Bidder)	Rs. 20,000/- has to be remitted through NEFT to IIM Tiruchirappalli , SB A/c. No. 32170808935, IFSC Code: SBIN0071187 of SBI, IIM Tiruchirappalli. A copy of the payment transaction receipt has to be attached with the application form, without which the bid won't be considered		
Security Deposit (SD) (Refundable)	Security Deposit: 10% value of Medical Equipment + 5% value of CMC, less the EMD amount already paid, will have to be remitted to IIM Trichy within 10 days from the receipt of the Purchase Order. SD has to be paid along with the letter of acceptance within 10 days from the date of receipt of the work order, failing which the work order will stand cancelled.		
Address for submission of Tender	The Chief Administrative Officer (i/c), Indian Institute of Management Tiruchirappalli, Pudukkottai Main Road, Chinna Sooriyur Village, Tiruchirappalli - 620 024.		
Mode of Submission of Tender	Speed Post/Registered Post/Courier OR Hand delivery – during office hours (9.30 to 17.00 hrs) only (To be submitted to Dispatch Section of IIMT @ Administrative Wing – II Floor and obtain acknowledgement)		

Notice Inviting Tender

1. Indian Institute of Management Tiruchirappalli(IIMT), an Institute of National Importance, established by the Ministry of Human Resource Development, Govt. of India, is the eleventh IIM and was instituted on 4th January 2011. More details about IIMT are available in our website www.iimtrichy.ac.in
2. IIMT invites sealed tenders through advertised tender enquiry for '**Supply, Installation, Testing and Commissioning of Medical Equipment**' to IIM Tiruchirappalli for the following equipment;

S.No	Item Name	Make/Model		Specifications	Qty
1	ECG Machine Philips With Trolley (Mac 2000)	Philips / 12 Channel	Mindray / GE	TC20/Page Writer	1
2	Defibrillator With External Paddles AED mode (TEC 5621 with AED)	Philips Efficia/DFM100	Mindray / GE	Biphasic	1
3	Multi Para Monitor	Mindray / UMEC	Philips / Ge	5 Para	1
4	Pulse Oymeter With Battery Backup	Bionet /Oxy9Wave	Philips / Ge	Spo2 2 Probe Adult With Pediatric	1
5	Finger pulse Oximeter / adult & paediatric	Choice med	Ramson/Jk	CE & FDA - 12m Waranty	2
6	Bp Apparatus - Cuff Adult & Pediatric Aneroid	DIAMOND / Aneroid	Bosco	With Adult Cuff	2
7	Pediatric cuff	DIAMOND / Aneroid	Bosco		1
8	Stethoscope	Microtone	Littmann	Adult	2
9	Stethoscope	Microtone	Littmann	Pediatric	1
10	Digital Thermometer	Omron	Diamond		2
11	O2 Cylinder (B-Type) with cylinder trolley	Aluminum (or) Gi		B -Type / 10Liters	2
12	O2 Flow Meter with MOX Regulator. humidifier bottle	Ss		BPC	2
13	Suction Apparatus / Mobile	YUWELL		CE Certified /Oil Free Type	1

14	Glucometer	One Touch plus	Accucheck / Breeze	With 50 Strips	1
15	Ambu Bag	Ramson	Galmed / Diamond	CE Certified	1
16	Laryngoscope Set 4 Blade set			FDA/CE Certified	1
17	Knee Hammer	Dimond		Ss	1
18	Nebulizer Machine (OMRON- NE C101)	Omron	Nidek / Philips		1
19	Wheel Chair	Furnicare	K.m. biomed/ Janak	Foldable size	1
20	X- Ray Lobby Led	Avanttec	ZEDX-A-102 / JUPITER	Single	1
21	Weighing Machine With Calibration & Stamping 150Kg Electronic	Essae Ds252	Prince PDX	Equal / UIP38	1

SURGICAL EQUIPMENTS

S.NO	Item Name	List Of Instruments	Qty	Make/Brand
1	Dressing tray set	Artery Forceps 6 " 1 / Mosquito Artery Forceps 6 "1 /Ss Bowel With Ss Kidney tray	3	Instruments - Hebson, Tray -Any Brand
2	Suturing tray	Needle Holder -1,Ss Bowel-1 ,Mosquito Artery Forceps 6 "1, Toothed Forceps -1 Non Toothed Forceps 1,Scissor Ss 5"-1)	2	Instruments - Hebson, Tray -Any Brand
3	Surure removal tray	Needle Holder -1,Ss Bowel-1, Suture removal scissor,2,Toothed Forceps -1	1	Instruments - Hebson, Tray -Any Brand
4	Catherization tray	Artery Forceps 6 " 1 / Mosquito Artery Forceps 6 "1 /Ss Bowel With Ss Kidney tray	1	Instruments - Hebson, Tray -Any Brand
5	Mouth care tray	Artery Forceps 6 " 1 / Mosquito Artery Forceps 6 "1 /Ss Bowel With Ss Kidney tray	1	Instruments - Hebson, Tray -Any Brand

Medical Furniture					
S.NO	Item Name	Make/Model		Specifications	Qty.
1	IV Stand	Furniicare	Janak / Ragavendra	SS with Hook	1
2	Medicine Trolley	Furniicare	Janak	Premium	1
3	Dressing Trolley 3 Tier Rectangle	Furniicare	Janak		1
4	Patient Cot 2 Key with wheel and Mattress	Furniicare	Janak	Head, Led, Side, Middle	2
	Mattress for the above mentioned Cot	Curlon / Sleepwell or similar brands with five years warranty		Brown Rexin	2
5	Cardiac Tables / Over bed Table	Furniicare	Janak	(Refer Image 3 at page no 29)	2
6	Bed Side Lockers	Furniicare	Janak		2
7	Patient Examination Table (Couch) Blue	Furniicare	Janak	Classic	2
8	Stretcher With Hydraulic And Cylinder Stand	Furniicare	Janak		1
9	Patient Shifter	K.M.Biomed		Recovery Trolley /Manual	1
10	Foot Stool With Rubber Mat	Furniicare	Janak/Team Surgicals	Single	1
11	Refrigerator 90 ltr.	Samsung/LG /Whirlpool			1
12	Fridge Thermometer (Temp Indicator)	Model & Make TFA- LT 102			1

Non-Medical Items				
S.No	Item name	Qty (Nos)	Brand / Model	Specifications
1	Bed Sheet (Cotton)	10	White colour	60 Inch X 120 Inch
2	Pillow	3	Brown Rexin	18 Inch X 28 Inch
3	Pillow cover (Cotton)	10	White colour	20 Inch X 30 Inch
4	Mackintosh	2		1.2 Mtr X 2 Mtr L
5	Plastic Tray	6		Medium Size
6	Patient gown	5	Checked- Velcro Model	Large Size
7	Tissue dispenser	2		Wall Type (Refer Image 1 at page no 29)
8	Hand rub dispenser	2		(Refer Image 2 at page no 29)
9	Bedside sterlium with stand 500 ml	2		(Refer Image 7 at page no 30)
10	Hot water bag	1		1 Lit
11	Bio medical waste bin	6		Pedal Type 15 Ltr
12	Bio medical waste cover Each - 50 x3	150		As per Dust bin size
13	Kidney Tray plastic	3		8 Mm
14	sputum mug	2		Normal
15	Bed pan	2		Male & Female Each One
16	Door mat	5		Cotton Mat
17	Doctors table	1	Wooden (Refer Image 5 at page no 30)	4 .5 ft X 2.5 ft X 2 ft (draw with locker left side and CPU cabin with key board option)
18	Nurses table	1	(Refer Image 6 at page no 30)	4 ft x 2.5 ft X 2 ft (draw with locker)
19	Rolling stool	2		Rolling Type with S Top
20	Attender chair	2		Plastic
21	Table for pharmacy	1	(Refer Image 6 at page no 30)	4 ft x 2.5 ft X 2 ft (draw with locker)
22	RO plant with UV treatment process	1	Eureka Forbes / Voltas/ Blue Star	10 ltrs capacity with 3 Tabs (hot, cold & normal) facility

23	Fastrack VX – Cubicle Track S System - Hospital Grade Superior Fabric Curtains — Stain retardant Curtain with Net on top.	52 Running Ft.		Colours - SR-SOFT BEIGE CUBES Track (VX)-Complete with wall clamps, roof clamps, L – clamps, bridge clamps, curtain removal point and runners. Complete with Ellen bolt, screws, anchors etc. as required for installation. Height of the Screen should be 8 ft.
24	Wall mounted stature meter	01 No		At least 200 cms
25	3 Seater chair with divider	01 No		(Refer Image 4 at page no 29)

3. The bidder(s) should remit a Non-Refundable Tender document fee of **Rs. 1,180/-** (*one thousand one hundred and eighty only*) inclusive of GST through online transfer to “IIM TIRUCHIRAPPALLI” as per the bank details provided at Page one. A copy of the payment transaction receipt has to be attached with the application form, without which the tender won’t be considered for bidding process.

4. **Earnest Money Deposit:** The bidder(s) should remit an Earnest Money Deposit (EMD) of **Rs. 20,000/-** (Rupees twenty thousand only) through online transfer to “IIM TIRUCHIRAPPALLI” as per the bank details provided at Page one. A copy of the payment transaction receipt has to be attached with the tender application form, without which the tender won’t be considered for the bidding process. The EMD of the successful bidder will be adjusted against the Security Deposit due to be paid. The EMD of the unsuccessful bidders will be released after finalization of the tender. No interest is payable on the earnest money.

Eligibility Conditions for Bidders

5. The tendering Agency must fulfill the conditions mentioned in the succeeding paras in order to be eligible for technical evaluation of the bid.

6. The bidder(s) should be registered with the Goods and Services Tax council for the purpose of Goods & Service Tax (GST). A copy of the GST registration certificate has to be submitted with the tender document. A copy of GST Registration Certificate, PAN and Bank account details should be submitted along with the Technical Bid. The names appearing on all these documents and tender document should be same or linked.

7. Bidder(s) should have at least **three (03) years’** experience in the supply/sale of Medical Equipment. (documentary proof must be submitted with technical bid). Bidder(s), who do

not have the requisite experience will be rejected.

8. Bidders should be regular in filing Income-Tax returns. A copy of Income tax returns filed and audited accounts statement for the last two financial years (2017-18 & 2018-19) and unaudited financial statement of 2019-20 should be submitted with the Technical Bid.

9. The average annual turnover of the bidder(s) for the last three (03) years should not be less than **Rs. 10 lakhs**. Bidder(s) must have an average annual turnover of **Rs. 10 lakhs** during the last three financial years through supply/sale of medical equipment and accessories, etc. (Documentary proof like financial statement /Balance sheet from Chartered Accountant/ equivalent statutory authority to be submitted).

10. The bidders should not be blacklisted by any clients and any department of the Government of India in the past. There should not be any criminal case registered against the bidding firm or its owners/partners anywhere in India. An undertaking to this effect in the Company letter head duly signed by the owner / partner or both to be enclosed, as per **Annexure IV**.

11. Manufacturing units / Importers are eligible to participate in the Tender provided, they have;

(i) Import License (In case of Importer only)

(ii) Relevant ISO certificate (If applicable).

(iii) Product must be ISI /CE / US FDA/IEC etc. certified if specified in Technical Specification

Procedure for Submission of Tender

12. The tender document should be downloaded from the IIMT website www.iimtrichy.ac.in/tender.

13. After downloading / getting the tender document / Annexures, the Bidder should go through them carefully and then submit the documents as asked, otherwise bid will be rejected.

14. The bidder(s) shall not make any changes or amendment in the tender document as published in the IIMT website.

15. All correspondence and documents relating to the tender shall be written in English.

16. No paper / page shall be detached from the tender document. No addition or alteration should be made in the tender document.

17. The tender document should be filled in legible handwriting/printing/typing without any ambiguity.

18. If any correction is necessary, the same should be made after scoring out the old entry. All the corrections should be attested with full signature of the bidder with date.
19. The bidder(s) shall read and understand all the terms and conditions before submitting their offer. An undertaking as given in the **Annexure-VII** to the effect of stating that the terms and conditions of the tender have been read and abided by the tenderer shall be furnished.
20. Bidder should take into account the corrigendum/Addendum published from time to time before submitting the bid.
21. The tender shall be submitted in **Two** parts, viz., **Technical Bid and Financial Bid**. All the pages of the tender document being submitted must be signed and sequentially numbered by the bidder(s) before submission, as per the procedures and requirements stipulated herein.
22. Since this tender is based on two bid system., **TWO SEPARATE SEALED ENVELOPES** as explained below need to be prepared:

I. Technical Bid: (Envelope A)

The following documents are to be furnished by the bidder(s) along with Technical Bid (**Annexure I**), as per the tender document;

- a. Application form as per **Annexure - III**.
- b. Copy of PAN and GST Registration.
- c. Copy of constitution or legal status of the bidder manufacturer / Sole proprietorship /firm / agency etc.
- d. Copy of work orders, testimonials/completion /performance certificate from past clients of equivalent order sized (**received in the last three years**) with verifiable contacts need to be attached with the Tender document
- e. A copy of the payment transaction receipts amounted to Rs. 1,180/- and Rs. 20,000/- towards tender fee and EMD, respectively, have to be attached with the tender application form, without which the tender won't be considered for the bidding process.
- f. Certificate of Manufacture or Authorized Distributor.
- g. A copy of Income tax returns filed and audited accounts statement for last two financial years (2017-18 & 2018-19) and unaudited financial statement for 2019-20.
- h. Attested copy of deed of partnership, if the firm is a partnership concern. Memorandum and Articles of Association duly certified in case of Company.

- i. Technical details/literature/operational manual etc. of the Medical equipment.
- j. Duly Signed Tender document and its all annexures.
- k. All other document mentioned in tender document, **except Financial Bid document (Annexure II).**

The **Technical Bid** Cover with the aforementioned required enclosures should be in sealed condition and SUPERSCRIBED with the following text: ***“Technical Bid for `Supply, Installation, Testing and Commissioning of Medical Equipment`***

II. Financial Bid (Envelope B)

Financial Bid (As per Annexure II duly filled and signed) – Price must be quoted as per the format specified, failing which tender shall be summarily rejected. The price quoted shall include all statutory levies such as customs duty, insurance, packing, freight, transportation up to the site including loading and unloading fees etc., ***excluding GST***. The quantum of GST of item(s) shall be decided as per the prevailing GST Act.

These rates will be valid for a period of 180 days from the date of tender.

Only duly filled ***Financial Bid*** as per **Annexure-II** should be put in a separate cover and the cover should be in sealed condition. This envelope should be **SUPERSCRIBED** with the following text: ***Financial Bid for Supply, Installation, Testing and Commissioning of Medical Equipment`***

23. Both these sealed envelopes (Envelope A & Envelope B) should carry the name and address of the bidder and be placed/kept inside a LARGER Size Master Envelope with the following text **SUPERSCRIBED** on the master envelope:

“Tender for `Supply, Installation, Testing and Commissioning of Medical Equipment` – Tender No. IIMT/MED/002/2020 dated 16/05/2020”.

24. The master envelope containing the two envelopes should be delivered at the below mentioned address **on or before 08/06/2020 by 17.00 Hrs;**

**The Chief Administrative Officer i/c,
Indian Institute of Management Tiruchirappalli,
Trichy - Pudukkottai Main Road,
Chinna Sooriyur, Tiruchirappalli – 620024**

25. If the two inner envelopes and the one outer envelope (i.e., larger envelope) are not sealed and marked as instructed, IIMT is not responsible for the misplacement or premature opening of any of the envelopes. The bid whose envelope is opened prematurely before the scheduled date will be rejected from contention.

Date : **Signature of the Bidder with Seal**

26. The said sealed documental bids will be opened by the Tender Purchase Committee in presence of the Bidders or representative of the Bidders who may be present in the opening date & time.

27. The bidders are cautioned that furnishing of incomplete/ambiguous information, suppression of facts and any alteration of the prescribed tender format will entail outright rejection of the bid application.

28. The tender should be submitted either through Registered Post/Speed Post/Courier or delivered to IIMT in hand. IIMT will not accept any responsibility or grant any relaxation of time for any Postal delay in submission of tender.

General Term & Conditions

Scope of Work:

29. The scope of work in this contract covers ***'Supply, Installation, Testing and Commissioning of Medical Equipment' at IIM Tiruchirappalli***".

Pre-Bid Meeting

30. Pre-Bid Meeting with the intending bidders shall be held on **28th May 2020 (Thursday)** at **11:00 Hrs** onwards in the Dean's Office Meeting Room, Indian Institute of Management Tiruchirappalli, Pudukkottai Main Road, Chinna Suriyur, Tiruchirappalli 620 024 to clarify doubts that may arise before submission of the bids. ***The pre-bid meeting may either be conducted physically or through online mode, which will be intimated in the Institute website.*** Bidders/Representatives are invited to participate in this pre-bid meeting. Such attendees have to produce a ***letter of authorization from their firm (or firms they are representing) for attending the Pre-bid meeting*** as per format enclosed vide **Annexure V**. Bidders are requested to mail the doubts to purchase@iimtrichy.ac.in, prior to the pre bid meeting if possible, to enable us to clarify the doubts in the pre-bid meeting itself.

Opening of Master Envelope & Technical Bids

31. The master envelope and technical bid (cover 1) will be opened by the Tendering Committee on **16/06/2020 at 11.00 Hrs.** in the presence of the bidders or their authorized representatives. A maximum of two representatives per bidder shall be authorized and permitted to attend the bid opening. Bidders / Representatives have to produce authorization letter from the firm, to participate in the opening of Technical Bid as per the format enclosed vide **Annexure V**.

Technical Bid Evaluation:

32. Detailed technical evaluation shall be carried out by the Institute pursuant to conditions

in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any deviation.

Financial Bid Evaluation:

33. The financial bid shall be opened of only those bidders who have been found to be technically eligible.

34. The price bids of all the technically eligible bidders will be opened on **19.06.2020** at **11.00 Hrs**, in the presence of technically eligible bidders or their authorized representatives. Bidders / Representatives have to produce authorization letter from the firm, to participate in the opening of Financial Bid as per the format enclosed vide **Annexure V**.

35. Amongst the eligible bidders who has quoted the lowest price, without GST, in the financial bid will be awarded the work.

36. The financial evaluation would be done on individual basis for Part-A & Part-B of Financial Bid. The grand total of Part A and Part B, without GST, will be calculated for determining the lowest bidder.

37. **Rate:** The bidder(s) shall quote the rate for **“Supply, Installation, Testing and Commissioning of Medical Equipment’ at IIM Tiruchirappalli”** and the rate shall also be inclusive of all taxes & duties, **excluding GST**. Rate should be quoted only in Indian Rupees (INR) on DOOR Delivery Basis (**Supply, Installation, Testing and Commissioning of Medical Equipment’ at IIM Tiruchirappalli**), inclusive of all the charges like packing, forwarding, transport, insurance, loading/ unloading etc.

38. The quantum of GST of item(s) shall be decided as per the prevailing GST Act. The selected bidder(s) shall submit the Invoice incorporating the full GST component at the time of submission of bill.

39. As this tender is an Item Rate Tender, rates quoted for all items shall only be considered.

40. The Bidder(s) should submit only one bid, and a single company submitting more than one bid shall be disqualified.

41. The prices quoted by the bidder(s) shall remain fixed for 180 days and shall not be subject to variation on any account.

42. Rate should be quoted for all equipment / instrument in details as described in the tender schedule otherwise tender will be rejected.

43. Discount, if any, offered by the bidders should be included in the price schedule before

GST. Bidders desiring to offer discount shall therefore modify their offers suitably, while quoting the price and shall clearly quote the net price taking all such factors like discount, free supply, etc. into account.

44. **Correction of errors in the Financial Bid.** Arithmetical errors, if any, shall be rectified on the following basis. If there is a discrepancy between the unit price and total price, then the unit price shall prevail and the total price shall be corrected by the Institute.

45. **Award of Contract:** The Institute shall consider placing of orders for the work to the bidder(s), whose offers have been found technically and financially acceptable. The Institute reserves the right to negotiate the price(s) against price(s) quoted by the L1 bidder, who has quoted the lowest in the Price Bid.

46. **Signing of Contract:** The successful bidder shall be required to submit the letter of acceptance for accepting all terms and conditions stipulated herein on a Purchase Order within 10 days from issue of the Order along with performance security deposit. In the event of failure on the part of the successful bidder to do so within the period stipulated above, the EMD shall be forfeited and the acceptance of BID shall be considered as cancelled.

Security Deposit

47. The successful bidder will be required to remit an interest free Security Deposit of 10% of order value of medical equipment plus 5% value of CMC charges covering the period of five years in the form of Demand Draft (DD) or through online transfer to IIM Trichy's Bank Account mentioned at Page one of the tender document, after receipt of the purchase order.

48. The security deposit pertaining to medical equipment will be refunded to the contractor after 30 days from the payment of final bill.

49. The SD pertaining to 5% value of the CMC charges will proportionately be refunded to the contractor every year (from the date of commencement of CMC), after successful completion of each year's CMC service.

Forfeiture of Security Money:

50. In the event of failure to supply or maintain the equipment / instruments as per Purchase Order within the stipulated period, the security deposit may be forfeited.

51. If any equipment/ instrument is damaged by the successful vendor, cost of the same will be deducted from the deposited Security money of the contractor.

Medical Equipment Materials:

52. All materials and components supplied under this contract shall be new and suitable in every respect for reliable operation under tropical conditions and should be of reputed make. The bidder(s) shall quote the rate(s) for each item scheduled in the Price Bid (**Annexure II**).

Date : **Signature of the Bidder with Seal**

53. All sundry fittings, assemblies, accessories, hardware items, foundation bolts etc. as required and all other sundry which are useful and necessary for proper assembly and efficient working of the various components of the work shall be deemed to have included in the tender, whether such items are specifically mentioned in the tender documents or not.

54. *Medical Equipment of makes other than 'Makes' mentioned in the Tender document shall not be accepted.*

55. Documents to Accompany Tender: The Bidder(s) shall submit all the Documents and Annexures mentioned in the Tender.

56. The firm / agency must have requisite trade and other licenses to do the business of Surgical Instrument & Medical Equipment for which the bid is being made.

57. The bidder(s) should submit relevant Catalogue/Pamphlets of the quoted Make & Models along with tender document.

58. Earnest Money Deposit: Each Tender must be accompanied with "Earnest Money Deposit" remitted receipt, as mentioned in the first page of Tender document.

59. Forfeiture of Earnest Money: The earnest money will be forfeited in the following cases:

- a. Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder(s) withdraws or amends impairs or derogates from the tender in any respect within the period of validity and/or after opening the tender.
- b. When the successful tenderer does not deposit the security money after the work order is given.
- c. If the successful bidder(s) fails to complete the supply of the medical equipment within the prescribed time after the purchase order is issued.
- d. When information/certificate/document furnished is found to be false at any stage.
- e. When the bid documents have been manipulated or altered after they are downloaded from the website.

60. The said sealed documental bids will be opened by the Tender Evaluation Committee in presence of the Bidders or representative of the Bidders who may be present in the opening date & time.

61. Necessary proof as to the financial status of the individual and firm tendering is to be attested and submitted.

62. Before submission of the Tender, the Bidder shall sign each page of the Tender and all of its relevant papers with date. The additional alternative and or subtractive clause (if any) shall also to be signed by the tenderer.

63. **Warranty:** - Contractor should provide two years Warranty as per manufacturers' norms. Warranty certificate for all the equipment's covering warranty period, which will commence from the date of installation, should be given at the time of supply of the medical equipment. The contractors should facilitate the registration of the product with the manufacturers, wherever applicable to claim the benefit of warranty and services.

64. No offer of the vendor will be accepted without minimum two years' warranty/ guarantee of their supplied/ installed goods wherever applicable.

65. **Additional Quantity Clause:** - IIM Trichy may exercise an option to procure an additional 50% of the original contracted quantity in accordance with the same terms & conditions of the present contract. It will be entirely at the discretion of the Buyer (IIM Trichy) to exercise this option or not.

66. **Repeat Order Clause:** - The buyer (IIM Trichy) can order up to 50% quantity of the items under the present contract within six months from the date of supply/successful completion of the work, the cost, terms & conditions remaining the same. It would be entirely the discretion of the buyer (IIM Trichy) to place the repeat order or not.

67. Failure to comply with all the terms and conditions mentioned herein would result in the tender being summarily rejected.

Disputes: In the event of any dispute or disagreement arising between the contractors and any other department of IIM Trichy with regards to the interpretation of "Terms & Conditions" stipulated herein or in the contract done, the same shall be referred to the Director, IIM Trichy whose decision will be final and binding upon the contractor.

68. **Authority of person signing document:** A person signing the tender application or any documents forming part of the contract on behalf of another shall be deemed to warranty that he/she has authority to bind such other and if, on enquiry, it appears that the person so signing had no authority to do so, the IIM Trichy may without prejudice to other Civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.

69. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of absence of any partners, it must be signed on his behalf by a person holding "Power of Attorney" authorizing him/her to do so. Such "Power of Attorney" is to be produced with the Tender and in the case of the firm, carried on by one member of Joint Family, it must be disclosed that the firm is duly registered under the "Indian Partnership Act".

70. **Delivery and Installation:** The items shall be delivered, successfully installed and commissioned at Wellness Centre in IIM Trichy Campus within 2 weeks from the issue of supply order.

71. On completion of the installation, all required tests as specified in relevant specifications & manufacturer's standard shall be performed to the full satisfaction of the Institute. Bid rates shall be deemed to have included for testing of equipment. Tools, any other materials and personnel required for conducting tests shall be provided by the Bidder. The work shall also conform to Local Fire Regulations and Rules under which they are in force.

72. The approved firm, after supplying the equipment, have to hand over the spares (if any) to the in-charge of the Wellness Centre which should be shown clearly in the duplicate copy of the Service Reports, which must be furnished to the IIMT Store.

73. **Penalty for delay in delivery.** The date of delivery should be strictly adhered to otherwise the IIM Trichy reserves the right not to accept the delivery of Medical equipment. All the aspects of safe delivery, installation and commissioning shall be the exclusive responsibility of the supplier. If the supplier fails to deliver, install and commission the items on or before the stipulated date, then a penalty at the rate of 0.5% per week of the total order value shall be levied subject to maximum of 10% of the total order value.

Inspection: IIM Trichy shall have the right to inspect and/or to test the goods to confirm their conformity to the Tender's Specifications at no extra cost to the Purchaser.

74. The Director, IIM Trichy shall be the final authority to accept the supplies conforming to the specifications and other terms & conditions or reject fully or any part of the supply which is not conforming to the specifications and other terms & conditions. No payment shall be made for the rejected Stores. Rejected items must be removed by the Bidders within a week at their own cost and replaced immediately, failing which the Institute (IIM Trichy) may charge demurrage charges as decided at that time.

75. **Payment Term:** No Payment shall be made in advance. The vendor shall submit the bill only after supply, installation, testing and commissioning of the equipment to the full satisfaction of IIM Trichy. The bill should have full particulars of the items.

76. In case, the contractor(s) fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof, IIM Tiruchirappalli is put to any loss / obligation, monetary or otherwise, IIM Tiruchirappalli shall be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the agency, to the extent of the loss or obligation in monetary terms. In such instances IIM Tiruchirappalli could initiate penal measures including the termination of the contract.

77. **Specification:** Bids which are not meeting the bid specifications are not permitted and

will be rejected.

78. **Quality Assurance Certification for manufacturer:** ISO 9000/9001/9002 or equivalent which is essential for medical/surgical equipment. (*Documentary proof must be submitted with technical bid*).

79. **Performance certificate** from the previous and present clients towards supply, installation & maintenance of medical equipment to Government Institution in the past and present to be submitted along with technical bid, if any.

80. **Arbitration:** In case of any disputes between the parties viz. IIM Trichy on one hand and the agency/firm awarded the Contract on the other hand, arising out on account of scope of the work and other mandatory liabilities as stated in the tender document, the dispute shall be referred to an Arbitrator as per Arbitration and Reconciliation Act 1996, in Trichy jurisdiction. The decision of the Arbitrator shall be final and binding on the both parties.

81. **The tender is not transferable. Only one tender shall be submitted by one tenderer.**

82. Bidder shall submit the tender document and addendum/corrigendum thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender document. Bidder(s) shall also submit the Declaration Certificate duly signed as per **Annexure VII** with technical bid.

83. **Works Site Cleanliness:** During the work, the contractor shall always keep the working area and store free from waste or rubbish. On completion of work, he shall remove all debris, additional materials and leave the Wellness Centre clean to the full satisfaction of the Institute.

Termination of Supply Order:

84. IIMT may, without prejudice to any other remedy for breach of contract, terminate the contract in whole or in parts in the event of the following:

85. If the Supplier fails to arrange the supply, installation and commissioning of the medical equipment within the period (s) specified in the purchase order or any extension thereof granted by the Institute.

86. If the Supplier fails to perform any other obligation(s) under the contract.

Jurisdiction:

87. All disputes arising out of this contract shall be subjected to the jurisdiction of Madurai Bench of Madras High Court.

88. Relationship Certificate

- a. The bidder should give a certificate that none of his/her near relative is working in the units as defined below where he is going to apply for the tender. In case of proprietorship firm certificate will be given by the proprietor. For partnership firm certificate will be given by all the partners and in case of limited company by all the Directors of the company. Due to any breach of these conditions by the company or firm or any other person the tender will be cancelled and Bid Security will be forfeited at any stage whenever it is noticed and IIMT will not pay any damage to the company or firm or the concerned person.
- b. The company or firm or the person will also be debarred for further participation in the concerned unit.

The near relatives for this purpose are defined as: -

Members of a Hindu undivided family.

Spouse.

The one is related to the other in the manner as father, mother, son(s) & Son's wife (daughter in law), Daughter(s) and daughter's husband (son in law), brother(s) and brother's wife, sister(s) and sister's husband (brother in law).

The Relationship Certificate (**Annexure-VI**) needs to be placed in the Technical bid cover.

Amendment to bid document

89. At any time prior to the date of submission of bids, IIMT may modify the bid document with amendments either on its own or in response to a clarification required by a prospective bidder during pre-bid meeting.

- a. Such amendments shall be notified on IIMT's website only and these amendments will be binding on all prospective bidders.
- b. The Institute may at its own discretion extend the last date for the receipt of bids/cancel the bids without assigning any reason.

ANNEXURE-I
TECHNICAL BID

S. No.	Details of the Bidder(s)	Remarks
1	Name and Address of the Tenderer/Bidder	
2	Complete Address:	
3	Details of the Earnest Money Deposit (EMD) (Yes/No) Online payment transaction No: _____ Dated : _____ Bank Name of the Bidder(s): _____ Amount: _____	
4	Details of the cost of the Tender documents (Yes/No) Online payment transaction No: _____ Dated : _____ Bank Name of the Bidder(s): _____ Amount: _____	
5	Whether the firm has an average annual turnover of Rs. 10 lakhs for the last 3 (three) years through supply/sale of medical equipment etc.	
6	Whether any criminal case registered against the bidding firm or its owners/partners anywhere in India and the firm is not blacklisted by any department of the Government of India in the past. There should not be an undertaking to this effect in the Company letter head duly signed by the owner / partner or both to be enclosed as per Annexure-IV .	
7	State clearly whether it is sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization	
8	Whether the Bidder has three (three) years' experience in the subject industry? Copy of Work Order, Contract/ Agreement copy should be enclosed. Enclose Performance Certificate or certificate of satisfactory completion of work with verifiable contacts from the client organizations for the last three years 2017-18, 2018-19 & 2019-20.	

9	Whether each page of the Tender document and its annexure have been signed and stamped	
7	Whether Bidders have quoted for each and every item mentioned in Financial Bid (Yes/No)	
8	Whether the firm has GST Registration	
9	Permanent Account No.	
12	Whether the firm has Certificate of Manufacture /Authorized Distributor / Authorized Dealer / Authorized Sub- Dealer	
13	Whether a copy of Income tax returns filed and audited accounts Statement for the last two years (2017-18 & 2018-19) and unaudited financial statement for 2019-20 are submitted. enclosed.	
	Whether the proof for having done the supply & Installation of medical equipment to Govt. Organizations/ PSUs/ Academics/Research Institutes/ Reputed Organizations are attached, if any.	
15	Email ID	
16	Contact No.	

ANNEXURE-II

FINANCIAL BID: PART-A

Item wise rate to be quoted for Medical Equipment

1. The Bidder(s) shall quote Basic Price (INR) in the respective column of the Item.
2. The price quoted shall include all statutory levies such as customs duty, insurance, packing, freight, transportation up to the site including loading, unloading & testing fees etc., *excluding GST*.
3. The Bidder(s) shall quote rate for all the items otherwise the bid will not be considered.
The Bidder(s) shall quote the rate only from any one of the Makes/Brands mentioned in the Price Bid.

S.No	Item Name	Preferred Make/Model		Specifications	Qty	Rate (INR) (without GST)	Amount (INR) (without GST)
1	ECG Machine Philips With Trolley (Mac 2000)	Philips / 12 Channel	Mindray / GE	TC20/Page Writer	1		
2	Defibrillator With External Paddles AED mode (TEC 5621 with AED)	Philips Efficia/DFM100	Mindray / GE	Biphasic	1		
3	Multi Para Monitor	Mindray / UMEC	Philips / Ge	5 Para	1		

S.No	Item Name	Preferred Make/Model		Specifications	Qty	Rate (INR) (without GST)	Amount (INR) (without GST)
4	Pulse Oymeter With Battery Backup	Bionet / Oxy9Wave	Philips / GE	Spo2 2 Probe Adult With Pediatric	1		
5	Finger pulse Oximeter / adult & pediatric	Choice med	Ramson/Jk	CE & FDA - 12m Waranty	2		
6	Bp Apparatus - Cuff Adult & Pediatric Aneroid	DIAMOND / Aneroid	Bosco	With Adult Cuff	2		
7	Pediatric cuff	DIAMOND / Aneroid	Bosco		1		
8	Stethoscope	Microtone	Littmann	Adult	2		
9	Stethoscope	Microtone	Littmann	Pediatric	1		
10	Digital Thermometer	Omron	Diamond		2		
11	O2 Cylinder (B-Type) with cylinder trolley	Aluminum (or) Gi		B -Type / 10Liters	2		

S.No	Item Name	Preferred Make/Model		Specifications	Qty	Rate (INR) (without GST)	Amount (INR) (without GST)
12	O2 Flow Meter with MOX Regulator. humidifier bottle	Ss		BPC	2		
13	Suction Apparatus / Mobile	YUWELL		CE Certified /Oil Free Type	1		
14	Glucometer	One Touch plus	Accucheck / Breeze	With 50 Strips	1		
15	Ambu Bag	Ramson	Galmed / Diamond	CE Certified	1		
16	Laryngoscope Set 4 Blade set			FDA/CE Certified	1		
17	Knee Hammer	Dimond		Ss	1		
18	Nebulizer Machine (OMRON- NE C101)	Omron	Nidek / Philips		1		
19	Wheel Chair	Furniicare	K.m. biomed/ Janak	Foldable size	1		
20	X- Ray Lobby Led	Avanttec	ZEDX-A-102 / JUPITER	Single	1		
21	Weighing Machine With Calibration & Stamping 150Kg Electronic	Essae Ds252	Prince PDX	Equal / UIP38	1		

SURGICAL EQUIPMENTS						
S.NO	Item Name	List Of Instruments	Qty	Make/Brand	Rate (INR) (without GST)	Amount (INR) (without GST)
1	Dressing tray set	Artery Forceps 6 " 1 / Mosquito Artery Forceps 6 "1 /Ss Bowel With Ss Kidney tray	3	Hebson Instruments, Tray Any Brand		
2	Suturing tray	Needle Holder -1,Ss Bowel-1 ,Mosquito Artery Forceps 6 "1, Toothed Forceps -1 Non Toothed Forceps 1,Scissor Ss 5"-1)	2	Hebson Instruments, Tray Any Brand		
3	Surure removal tray	Needle Holder -1,Ss Bowel-1 ,Suture removal scissor,2,Toothed Forceps -1	1	Hebson Instruments, Tray Any Brand		
4	Catherization tray	Artery Forceps 6 " 1 / Mosquito Artery Forceps 6 "1 /Ss Bowel With Ss Kidney tray	1	Hebson Instruments, Tray Any Brand		
5	Mouth care tray	Artery Forceps 6 " 1 / Mosquito Artery Forceps 6 "1 /Ss Bowel With Ss Kidney tray	1	Hebson Instruments, Tray Any Brand		

MEDICAL EQUIPMENTS							
S.No	Item Name	Preferred Make/Model		Specifications	Qty	Rate (INR) (without GST)	Amount (INR) (without GST)
1	IV Stand	Furniicare	Janak / Ragavendra	SS with Hook	1		
2	Medicine Trolley	Furniicare	Janak	Premium	1		
3	Dressing Trolley 3 Tier Rectangle	Furniicare	Janak		1		
4	Patient Cot 2 Key with wheel	Furniicare	Janak	Head, Leg, Side, Middle	2		
	Mattress for the above mentioned Cot	Curlon / Sleepwell or similar brands with five years warranty		Brown Rexin	2		
5	Cardiac Tables / Over bed Table	Furniicare	Janak	(Refer Image 3 at page no 29)	2		
6	Bed Side Lockers	Furniicare	Janak		2		
7	Patient Examination Table (Couch) Blue	Furniicare	Janak	Classic	2		
8	Stretcher With Hydraulic And Cylinder Stand	Furniicare	Janak		1		



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(An Institute of National Importance, Ministry of HRD, Government of India)

Trichy - Pudukkottai Main Road, Tiruchirappalli-620 024 (TN)

Phone: 0431- 2505121/5122 | email : purchase@iimtrichy.ac.in

S.No	Item Name	Preferred Make/Model		Specifications	Qty	Rate (INR) (without GST)	Amount (INR) (without GST)
9	Patient Shifter	K.M.Biomed		Recovery Trolley /Manual	1		
10	Foot Stool With Rubber Mat	Furniicare	Janak/Team Surgicals	Single	1		
11	Refrigerator 90 ltr	Samsung/LG /Whirlpool			1		
12	Fridge Thermometer (Temp. Indicator)	Model & Make TFA-LT 102			1		

Date :

Signature of the Bidder with Seal

S. No	Item name	Brand / Model	Specifications	Qty (Nos)	Rate (INR) (without GST)	Amount (INR) (without GST)
1	Bed Sheet (Cotton)	White Colour	60 Inch X 120 Inch	10		
2	Pillow	Brown Rexin	18 Inch X 28 Inch	3		
3	Pillow cover	White Colour	20 Inch X 30 Inch	10		
4	Mackintosh		1.2 Mtr X 2 Mtr L	2		
5	Plastic Tray		Medium Size	6		
6	Patient gown	Checked - Velcro Model	Large Size	5		
7	Tissue dispenser		(Refer Image 1 at page no 29)	2		
8	Hand rub dispenser		(Refer Image 2 at page no 29)	2		
9	Bedside sterlium with stand 500 ml		(Refer Image 7 at page no 30)	2		

S. No	Item name	Brand / Model	Specifications	Qty (Nos)	Rate (INR) (without GST)	Amount (INR) (without GST)
10	Hot water bag		1 Lit	2		
11	Bio medical waste bin	Green – 02, Red – 02 Yellow - 02	Pedal Type 15 Ltr	6		
12	Bio medical waste cover Each - 50 x3	Green – 50, Red – 50 Yellow - 50	As per Dust bin size	150		
13	Kidney Tray plastic		8 Mm	3		
14	sputum mug		Normal	2		
15	Bed pan		Male & Female Each One	2		
16	Door mat		Cotton Mat	5		
17	Doctors table	Wooden (Refer Image 5 at page no 30)	4 .5 ft X 2.5 ft X 2 ft (draw with locker left side and CPU cabin with key board option)	1		
18	Nurses table	(Refer Image 6 at page no 30)	4 ft x 2.5 ft X 2 ft (draw with locker)	1		
19	Rolling stool		Rolling Type with SS Top	2		
20	Attender chair		Plastic	2		
21	Table for pharmacy	(Refer Image 6 at page no 30)	4 ft x 2.5 ft X 2 ft (draw with locker)	1		

S. No	Item name	Brand / Model	Specifications	Qty (Nos)	Rate (INR) (without GST)	Amount (INR) (without GST)
22	Fastrack VX – Cubicle Track S System - Hospital Grade Superior Fabric Curtains — Stain retardant Curtain with Net on top.		Colours - SR-SOFT BEIGE CUBES Track (VX)-Complete with wall clamps, roof clamps, L – clamps, bridge clamps, curtain removal point and runners. Complete with Ellen bolt, screws, anchors etc. as required for installation. Height of the Screen should be 8 ft.	52 Running Ft.		
23	Wall mounted stature meter		At least 200 cms	01 No		
24	3 Seater chair with divider		(Refer Image 4 at page no 29)	01 No		
25	RO plant with UV treatment process	Eureka Forbes / Voltas / Blue Star	10 ltrs capacity with 3 Tabs (hot, cold & normal) facility	1		
				Total of Part A (without GST)=		

Image 1: Tissue dispenser



Image 2: Hand Dispenser



Image 3: Cardiac Tables / over bed Table



Image 4: 3 Seater chair with divider



Date :

Signature of the Bidder with Seal

Image 5: Doctors table



Image 6: Nurses table & Table for pharmacy



Image 7: Bedside sterlium with stand 500 ml



ANNEXURE-II

FINANCIAL BID : PART-B

Please quote the rate for each item for onsite Comprehensive Annual Maintenance Contract (CMC), which is inclusive of all the spare parts & accessories including labour charges after expiry of two years' company warranty;

S. No	Item Description (As per Annexure I of Tender Document)	Rate (Without GST)
1	ECG Machine With Trolley (TC20/Page Writer)	
	CMC for 1 st year (after completion of company warranty period of two years)	
	CMC for 2 nd year	
	CMC for 3 rd year	
	CMC for 4 th year	
	CMC for 5 th year	
2	Defibrillator With External Paddles AED mode	
	CMC for 1 st year (after completion of company warranty period of two years)	
	CMC for 2 nd year	
	CMC for 3 rd year	
	CMC for 4 th year	
	CMC for 5 th year	



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S. No	Item Description (As per Annexure I of Tender Document)	Rate (without GST)
3	Multi Para Monitor	
	CMC for 1 st year (after completion of company warranty period of two years)	
	CMC for 2 nd year	
	CMC for 3 rd year	
	CMC for 4 th year	
	CMC for 5 th year	
4	Total of Part B (without GST)	
5	Grand Total (Part A + Part B)	

Date :

Signature of the Bidder with Seal



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ANNEXURE-III

Application Form for submission of Tender Document

The Chief Administrative Officer (i/c),
Indian Institute of Management,
Pudukkottai Main Road,
Chinna Sooriyur Village,
Tiruchirappalli 620 024

Subject: Tender for Supply, Installation, Testing and Commissioning of Medical Equipment at IIM Tiruchirappalli

Reference: Tender Notice published in IIM Trichy website.

Tender No. IIMT/MED/002/2020 dated 16/05/2020

Dear Sir,

With reference to the tender notice published in above mentioned website, I / We hereby submit my/ our tender in a required format. *Technical Bid in sealed envelope and Financial Bid in separate sealed envelope, put in one single envelope.*

I / We have carefully gone through the terms and conditions and prescribed given and I / We accept the same without any alterations / modifications.

Yours faithfully,

Signature _____

Name _____

Seal of agency / Firm / Company

Date :

Signature of the Bidder with Seal

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ANNEXURE- IV

UNDERTAKING CERTIFICATE

It is certified that I, _____ (name of the
person) S/o Shri _____ r/o

hereby certify that I am authorized to sign this document and that our firm / company has never been blacklisted by any of the Government Organization / Agencies in the past and there is no criminal case registered against our firm / company or its owner / partners anywhere in India.

Name:

Place:

Designation:

Date:

Signature:

Office Seal



ANNUEXURE V

LETTER OF AUTHORISATION FOR ATTENDING PRE BID MEETING / BID OPENING

To

The CAO (i/c)
IIM Tiruchirappalli
Pudukkottai Main Road,
Chinna Sooriyur Village,
Tiruchirappalli - 620 024

**Subject: Authorization for attending Pre Bid Meeting / Bid Opening on
.....(date) in the tender of Tender for Supply, Installation,
Testing and Commissioning of Medical Equipment at IIM Tiruchirappalli**

Following persons are hereby authorized to attend the Pre Bid Meeting / Bid Opening for the tender mentioned above on behalf of(Bidder) in order of preference given below.

Order of preference

Name

Specimen Signatures

I

II

Alternate Representative

Signatures of bidder
or
Officer authorized to
sign the bid
Documents on behalf of
the bidder.

Notes:

1. Maximum of two representatives will be permitted to attend Pre Bid Meeting / bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not recovered.



ANNEXURE-VI

**NEAR RELATIVE CERTIFICATE
(To be given by ALL Directors)**

I _____ S/o. Shri _____

R/o _____

hereby certify that none of my relative (s) as defined in the tender document is / are employed in IIMT as per details given in tender document. In case at any stage, it is found that the information given by me is false / incorrect, IIMT shall have the absolute right to take any action as deemed fit / without any prior intimation to me.

Dated:

Signature

Name in block letters of the signatory

In capacity of

NOTE:

- In case of Company / Institution/ Body corporate, a list of all Board of Directors may be submitted along with the bid.
- In case of Company / Institution/ Body corporate, “Near Relative Certificate” are required by all the Directors of Company / Institution/ Body corporate excluding Government of India /Financial Institution nominees and Independent non-official part time Directors appointed by Government of India or the Governor of State.
- In case of Proprietorship firm, certificate will be given by the proprietor.
- For Partnership firm, certificate will be given by all the partners.
- The ‘Near Relative Certificate’ should be submitted as per clause 8

Date:

Signature of Bidder with seal

ANNEXURE VII

DECLARATION

I, _____ (name of the person) hereby declare that I am authorized to sign this document and that:

- 1) All the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that our agency does not satisfy the eligibility criteria, our candidature/empanelment is liable to be cancelled/ terminated.
- 2) I understand that the decision taken by the IIMT is final and binding in all matters.
- 3) I hereby agree to work as per the terms and conditions stipulated by IIMT.
- 4) I understand that the IIMT reserves the right to accept or reject and to cancel the empanelment process and reject all expression of interests at any time prior to the award of the contract, without detailing any specified reasons whatsoever.

Place: _____

Signature: _____

Date: _____

Name : _____

Designation: _____

Signature of Bidder with seal

ANNEXURE VIII

Bank Account Details:

Sl. No.	Particulars	Details
1	Name of the Beneficiary	
2	Beneficiary's Bank Account No.	
3	Beneficiary's nature of Bank account	
4	Beneficiary's Bank name	
5	Beneficiary's Bank branch address	
6	Beneficiary's Bank branch code	
7	Beneficiary's Bank branch IFSC Code	
8	Beneficiary's Bank Branch, MICR Code	
9	GST No.	
10	Beneficiary's Address	
11	Beneficiary's Contact No.	

CHECKLIST

Sl.No	Covers	Details	Remarks	Tick (√)
1	Envelope – A (Cover 1)	Technical Bid (Annexure I). All the documents and Annexures including copy of the payment transaction receipts amounted to Rs. 1,180/- and Rs. 20,000/- towards tender fee and EMD, respectively, except Financial Bid document .		
2	Envelope – B (Cover 2)	Only Financial Bid document (Annexure II)		
3	Main cover	All the above 2 covers put inside the cover superscribing ' Supply, Installation, Testing and Commissioning of Medical Equipment '		
4	GST Registration Certificate (Enclose copy of the Certificate)			
5	PAN (Enclose copy of the Certificate)			
6	Application form as per Annexure - III			
7	Certificates / Undertaking as per Annexure IV to the effect that the bidder had never been blacklisted by any of the Government Organization / Agencies.			
8	Authorisation Certificate as per Annexure V .			
9	Near Relative Certificate as per Annexure VI .			
10	Written undertaking as per Annexure VII regarding accepting all the terms and conditions of the tender document. Tender document signed in all the pages with seal of the bidder.			
11	Copy of constitution or legal status of the bidder manufacturer /Sole proprietorship / firm / agency etc.			
12	Copy of Registered Partnership Deed or Articles / Memorandum of Association in the case of partnership firm or Private Limited Company.			
13	The proof for having done the supply & Installation of Medical equipment to Govt. Organizations/PSUs/Academics/Research Institutes/Reputed Organizations.			
14	Experience Certificate in supply/sale of medical equipment and accessories, etc during the last three years. Copy of work order, testimonials/completion certificate and Performance Certificate from past clients of equivalent order sized (issued in the last three years) with verifiable contacts need to be attached with the Tender document.			
15	Annual Turnover for the last two financial years. A copy of Income tax returns filed and audited accounts statement for last two financial years (2017-18 & 2018-19) and unaudited financial statement for the financial year 2019-20.			
16	Technical details/literature/operational manual etc. of the Medical equipment.			
17	Bank Details as per Annexure-VIII			