



**EMPLOYEES' STATE INSURANCE
CORPORATION MODEL HOSPITAL**
Vill : Sikandarpur, Bihta Patna - 801103
Email: ms-bihta.bh@esic.in
Website: www.esicbihar.in; www.esic.nic.in



No: 42/Z/17/12/Gen/2018/ESICH Bihta

Dated: 29.06.2017

SHORT TERM EXPRESS TENDER NOTICE-I

Single Bid Tender form for Hospital Equipment Items for ESIC Hospital Bihta

Tenders in prescribed form, under **SINGLE BID SYSTEM**, are invited by the Medical Superintendent, ESIC Hospital, Bihta, for the purchase of the following Equipment of different departments, as per list given hereinafter.

The equipment items shall be of best quality / standard to meet the requirement and norms of hospital equipment. It may be noted by the intending bidders that in case any equipment / item is found sub-standard the same shall be taken back by the vendor / returned by the ESIC.

**Medical Superintendent
ESIC Hospital, Bihta(Patna)**

MEDICAL EQUIPMENTS / ITEMS

Sl. No.	Items Name	Quantity	Rate per Piece / Box / Bottle Rs.....Paise (Gross Rate, without GST, GST will be paid extra as applicable)
01	PEDRIATIC THERMOMETER	06	
02	SINUS FORCEPS	01	
03	SIMS SPECULUM	01	
04	PAP SMEAR KIT	ONE BOX 100	
05	BIOFIX FIXATIVE	02 BOTTLE	
06	FINE SCISSORS	10	

Sl. No.	Items Name	Quantity	Rate per Piece / Box / Bottle Rs.....Paise (Gross Rate, without GST, GST will be paid extra as applicable)
07	GLASS SLIDE	05 BOX	
08	PROCTOSCOPE	02	
09	MACKINTOSH	10	
10	LARYNGEOSCOPE	02	
11	LARYNGEOSCOPE PAEDRIATIC	01	
12	TOUNGE DEPRESSER	01	
13	NASAL SPECULUM	01	
14	AURAL SPECULUM	01	
15	NASAL ENDOSCOPE WITH LIGHT	02	
16	INDIRECT OPHTHALMOSCOPE	01	
17	VISION DRUM	01	
18	READING VISION CHART	01	
19	TRIAL BOX FOR EYE EXAMINATION	01	
20	TRIAL FRAME FOR EYE EXAMINATION	01	
21	COLOUR VISION CHART FOR EYE EXAMINATION	01	
22	PLASTER CUTTING MACHINE MANUAL	02	
23	PLASTER CUTTING MACHINE ELECTRICAL	01	
24	PATIENT EXAMINTION TABLE	06	
25	CURTAIN SEPARATED	15	
26	ARTERY FORCEPS	12	
27	TOOTHED FORCEPS BIG	12	
28	TOOTHED FORCEPS SMALL	12	
29	PLAIN FORCEPS BIG	12	
30	PLAIN FORCEPS SMALL	12	
31	SPONGE HOLDING FORCEPS	12	

Sl. No.	Items Name	Quantity	Rate per Piece / Box / Bottle Rs.....Paise (Gross Rate, without GST, GST will be paid extra as applicable)
32	CHEATLE FORCEPS	10	
33	AUTOCLAV STERLISER	06	
34	AMBU BAG ADULT	06	
35	AMBU BAG CHILD	03	
36	LED VIEW BOX	06	
37	O.T. Table(Electrohydraulic Operating)	02	
38	Mobile Shadow less OT Operating Light	01	
39	Patient Examination Table / Couch	08	
40	Pulse Oxymeter	05	
41	Stretcher Trolley	02	
42	Wheel Chair	06	
43	Mattresses for Full Fowler Bed of Size 2030mm X 915mm	62	

1. The rate should be returned legibly in digits without any overwriting. In case of any overwriting, that item shall not be considered for evaluation.
2. Vendors can quote for any number of items as may be available with them and cross the items not quoted.

Schedule to Tender dated 29.06.2018

<i>Date of upload of Tender documents</i>	<i>29.06.2018</i>
<i>Last Date and Time of Submission of Tender documents (duly signed)</i>	<i>03.07.2018 ; 03:30 pm</i>
<i>Opening of Tender</i>	<i>03.07.2018 ; 04:00 pm</i>
<i>Performance Security Deposit (After finalization of tender in the form of Demand Draft/Banker's Cheque)</i>	<i>A sum equivalent to the 10% of the cost of approved item(s)</i>

TENDER TERMS & CONDITIONS

1. PREPARATION OF TENDER:

- A.** The Tender/ forms are not transferable.
- B.** Tender is required to be submitted in a Single Bid Document.
- C.** Each and every page of the Tender Document is to be serially numbered and duly signed by authorized bidder/signatory and the official seal be affixed under it. All the entries must be free from cutting/ over-writing or correction.
- D. One bidder/supplier cannot represent more than one manufacturer or quote on their behalf in a particular tender at the same time.**
- E. TENDER BID SHOULD INCLUDE THE FOLLOWING:-**
- i) Technical details of the quoted items complying to the tender specifications must be enclosed, duly supported by printed brochures. Original Catalogue of Make and Model of each Equipment Items quoted should be submitted.
- ii) All quoted Items must carry a Standard Warranty/Guarantee period for **minimum 1 (One) years.**
- iv) Undertaking for quarterly visits of technical person for providing service during the Warranty Period.
- v) Authority letter to quote rate from manufacturer, in case bid is being submitted by authorized dealer/agent. **SUBLETTING OF THE AUTHORITY LETTER OF PRINCIPAL SUPPLIER/ MANUFACTURER IS NOT PERMITTED.**
- vi) The Covering letter should indicate the list of enclosures.
- vii) Local (Patna) address of the Authorized Service Centre of the Manufacturer with Telephone Nos. / fax no.
- viii) Rate should be quoted as lump sum price F.O.R. destination ESIC Hospital, Bihta (Patna), in Indian Rupees inclusive of Cost of the Item, freight, insurance, transit insurance, packaging, forwarding, excise duty etc. as well as charges for installation and commissioning with all the men, material required for the same except GST. Price variation clause will not be acceptable.
- ix) The rates of CMC for a period of five years after expiry of warranty must also be quoted. The same shall be considered for financial comparison of the Final Cost of Item.
- x) The Rate is to be quoted in Indian Rupee only in the Price-Format enclosed mentioning the Serial Number & Name of Item.** The rates must be free from any cutting / correction/ Over-writing and be mentioned in figures as well as words. **In case of cutting, rates with respect to that Item will not be considered.**
- F.** Conditional Tenders & tenders with price variation clause shall not be accepted at all and will be rejected summarily.
- G.** The quantity of items to be purchased **may be increased or decreased** as per the requirement of this Hospital, at the time of actual supply. The offered rate/price shall be valid for at least 6 months, subject to agreement between ESIC, Bihta and the vendor, may be extended to 1 year.

2. SIGNING OF TENDER:

- a) The tender is liable to be ignored if complete information is not given therein or if the particulars and date (if any) asked for in the tender are not fully filled in.
- b) Individuals signing tender or other documents connected with the contract must specify:
 - i) Whether signing as a „Sole Proprietor“ of the firm or his Attorney?
 - ii) Whether signing as a „Registered Partner“ of the firm or his Attorney?

In the case of companies and firms registered under the Indian Partnership Act, the capacity in which signing e.g. Secretary, Manager, and Partner etc. or their attorney and produce copy of documents, empowering him to do so.

3. DELIVERY OF TENDER:

The tenderers/bidders have to **submit** each page of tender, duly signed including the required certificates, documents, etc. latest by date and time mentioned in schedule of tender process.

SUBMISSION OF THE SAMPLES:

The firm shall provide samples of quoted item(s) in ESIC Hospital, Bihta or any other place ,mutually agreed, before the Technical Evaluation Committee within stipulated time frame as and when asked for. Only one chance for demonstration will be given to the firm. **Quoted items should be of a reputed make/BIS/ISI/ CE/USFDA certified and marked as far as possible. Supply will be actually made after Technical Evaluation Committee recommends the equipment as found suitable.**

5. LATEST HOUR FOR RECEIPT OF THE TENDER:

Your tender must be uploaded not later than the time and date notified in the Tender Notice, stated in the schedule of tender. In the event of the stipulated date of opening of the tender being declared a closed holiday for Govt. offices, the date of opening of the tender(s) will be the next working day.

6. PERIOD FOR WHICH THE OFFER WILL REMAIN OPEN:

- i) All tenders shall remain valid for acceptance for a Period of Twelve Months from the date of Finalization of the tender.
- ii) Quotations qualified by such vague and indefinite expressions such as „subject to immediate acceptance“; „subject to prior sale“ etc. will not be considered.

7. OPENING OF TENDER:

All tenderers and /or their representatives, if they should desire, may be present at the opening of the tender at the time and date as specified in the schedule.

8. The decision of Technical Evaluation Committee on selection and suitability of the Items shall be final and shall not be open for discussion. No correspondence will be entertained in this regards. Medical Superintendent does not pledge to purchase the lowest quoted item by any bidder.

9. VALIDITY OF TENDER:

The tender shall be valid for a period of **one year** from the date of award of the tender unless short closed before that by the Medical Superintendent. However, the Medical Superintendent on his discretion can also extend the period for further one year on the same Terms & Conditions.

10. DELIVERY TERMS & PERIOD:

a) The delivery of the stores/equipments etc., is required within a period as specified below and as the place mentioned therein. **Delivery Period – within 03 Days from the date of Supply Order.**

b) The successful bidder shall deliver the stores F.O.R. at destination ESIC Hospital, Bihta to the consignee in good order (of which the Medical Superintendent, ESIC Hospital, Bihta shall be the sole judge) within the limits of the time.

c) The time for and the date of delivery of the stores stipulated in the schedule shall be deemed to be the essence of contract and delivery must be completed not later than the date(s) specified.

11. **SUPPLY:** The supply will have to be made **within 03 days** of the confirmed supply order. The stores may be handed over to Hospital central store and receipt be obtained from authorized person. In case of non-supply of the goods/ equipment ordered, the earnest money deposit shall be forfeited. The Store will receive Hospital Equipment during normal office hours and will verify the quoted price & other particulars and certify on the challan as well as bills. In case any of the selected vendor fails to supply the item within the stipulated time, the order will be placed with same rate to the next higher vendor as a **Counter Offer and so on to the vendors participated in the tender.**

12. All challan as well as the Bills are to be submitted strictly in triplicate. Bill should be pre-receipted with application of revenue stamp wherever necessary. Care should be taken to submit the challan and bills duly completed and without any errors to prevent rejection/cancellation/delay in their processing of bills.

13. **FALL CLAUSE:** The tenderers must give certificate on the body of each bill while supplying the material(s) that the **“Rate of supplied material(s)/ Item/ Equipment is not higher than the price charged from any public institution/hospital.”**

14. LATE SUPPLY PENALTY:

If the supply is not made within the stipulated time period, a late penalty of 2% per day or part thereof up to a maximum of 10% will be levied and deducted from the bill(s) without prior notice.

15. INSPECTION OF STORES/WORK:

Supplies shall be deemed to be accepted/ work/ installation shall be certified as completed subject to inspection by Medical Superintendent, ESIC Hospital, Bihta or his assigned representative. Any defect or any deviation found from the specifications of the tender found in the materials will be liable for rejection and decision of the Medical Superintendent, ESIC Hospital, Bihta shall be final and legally binding. The rejected store shall be returned to the suppliers at their risks and cost.

16. RESPONSIBILITY FOR EXECUTING CONTRACT:

1) The contractor is to be entirely responsible for the execution of the contract in all respects in accordance with the terms and conditions as specified in the acceptance of tender.

2) The contractor shall not sublet/ transfer or assign the contract or any part of it to any other supplier. In the event of the contractor contravening this condition, Medical Superintendent be entitled to place the contract elsewhere on the contractors account at his risk and cost and the contractor shall be liable for any loss or damage, which the Medical Superintendent, ESIC Hospital, Bihta may sustain in consequence or arising out of such replacing of the contract.

17. REFUND OF EARNEST MONEY DEPOSIT:

In the event of the withdrawal/revocation of tenders before the date specified for acceptance, the earnest money shall stand forfeited and no correspondence in this regard shall be entertained.

The earnest money of unsuccessful bidder will be refunded, without accrual of any interest, in due course of time as per official convenience.

18. SECURITY DEPOSIT:

On acceptance of the tender, contractor shall within the period specified by the Medical Superintendent, deposit as Performance security/ SECURITY DEPOSIT, a sum equivalent to the 10% of total bill. The hospital authority shall be entitled to forfeit the Security Deposit or any part thereof to any other remedies provided in the contract or available under the law. The Security shall be in the form of Demand Draft **in favor of the “ESIC RO FUND ACCOUNT No. 2”, Payable at SBI Branch, Patna. Alternatively 10 % of the value of supplied item(s) shall be retained as Security.**

After 60 days of the expiry of Warranty/ Guaranty Period (completion of the contract) in all respects, the Security Deposit will be returned to the contractor without any interest on presentation of Satisfactory Performance Report from the user unit. **Security Deposit will be forfeited in cases of Unsatisfactory Performance Report.**

19. RECOVERY OF SUMS DUE:

Whenever any claim for the payment of a sum of money arises out of or under this contract against the contractor (tenderer) the purchaser shall be entitled to recover of such sum by appropriating, in part or whole from the security/earnest money deposited by the contractor, when the balance or the total sum to be recoverable, as the case may be, shall be deducted from any sum then due or which at any time thereafter may become due to recoverable under this or any other contract with the purchaser. If this sum should not be sufficient to cover the full amount recoverable, the contractor shall pay to the purchaser on the demand the remaining balance due.

20. RESERVATIONS:

The Medical Superintendent reserves the right to accept or reject any or all tender in part or full without assigning any reason thereof. No Compensation whatsoever will be paid to any bidder.

21. NON SUPPLY/ RISK PURCHASE: In case of failure to supply any or all items as per requisition/purchase order/specification/approved brand of item, it shall be treated as „Non-Compliance” and „Breach of Contract”, and the order in part or full shall be arranged from alternative source(s) at the sole discretion of the hospital authority and the difference in prices will be recovered from the tendered with whom the contract is made by way of any of his subsequent/pending bills or security deposit.

22. EMERGENCY PROVISIONS: The tenderer or his representative should be available/approachable, 24 hours a day over phone for maintenance of items if breakdown occurs in supplied item(s) during Warranty/ CMC period. In case of any emergency requirement, if the order is placed for any item any time, the requisitioned item shall have to be supplied immediately. The contact telephone number and mobile number must be provided to the hospital authority for such purpose.

23. WARRANTY: All Quoted item(s) must carry comprehensive warranty of 1 (One) year from the date of satisfactory installation, including free breakdown maintenance. A technical person for providing service during the Warranty Period must visit on quarterly basis. In the event of equipment covered under warranty going out of order, the fault shall have to be attended to within 24 hours of lodging the complaint. In case the equipment is not restored in functional order within one week a penalty of 0.25% of the total cost of the equipment per day for the period equipment remaining out of order shall be levied and deducted from the security deposit without notice.

24. CMC CLAUSE: The firm will have to submit CMC proposal for the period of five years.

- A. The bidder shall enclose an undertaking by the manufacturer of the equipment for the servicing of the equipment and supply of the spare parts whenever required for a period of minimum 3 (three) years after the expiry of the warranty period.
- B. In the event of equipment covered under CMC going out of order, the fault shall have to be attended to within 24 hours of lodging the complaint. In case the equipment is not restored in functional order within one week a penalty of 0.5% of the total cost of CMC of the equipment per day for the period equipment remaining out of order shall be levied and deducted from the bill without notice.
- C. If the equipment needs calibration, the firm will be responsible for calibration as a part of CMC.

25. FOR SPARES: along with rates of CMC a list of commonly used spares with price-list shall have to be enclosed.

26. WORKING DEMONSTRATION: Shall be provided in ESIC Hospital, Bihta to Technical Evaluation Committee with in stipulated time frame as and when asked for & **only one chance for demonstration will be given. No request for second chance shall be entertained.**

27. ARBITRATION: In case of any dispute (between the purchaser and the tenderer) arising under the contract or in regard to the interpretation of the terms and conditions of the contract, decision of the Medical Superintendent or any other officer nominated by him to act as arbitrator in the dispute, shall be final and binding on both parties of this contract. In case of disputes all the legal matters will be under the jurisdiction of the Courts of Patna, Bihar.

UNDERTAKING

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

To,
Medical Superintendent,
ESIC Hospital, Vill – Sikandarpur,
Bihta, Patna - 801103

Respected Madam, /Sir,

1. The undersigned certifies that / we have gone through the terms and conditions mentioned in the tender document including annexure & same are acceptable to me/ us and I/ we undertake to comply with them. The rates quoted by me/us are valid and binding on me/us for acceptance for the period of one year from date of finalizing the tender.

2. It is hereby certified that rates quoted are the lowest quoted by me/ us for any other Institution/Hospital in India.

3. Earnest money deposited by me/us in the form Demand Draft/Banker"s Cheque in favor of the ESIC RO Fund Account No.2, payable @ SBI Branch, Patna is enclosed herewith and shall remain in custody of the Medical Superintendent ESIC HOSPITAL, Bihta as per terms and conditions.

4. (A) I/We give the rights to Medical Superintendent, ESIC Hospital; Bihta to forfeit the Earnest Money deposited/ Security Deposit submitted by me/us if any delay/ default occurs on my/ our part or fails to supply the article at the appointed place and time and of the desired specification.

(B) I/We undertake that I/We will be in a position to provide CMC, spare parts, consumables during warranty as well as for a period of five years after expiry of warranty. I/We also undertake to keep the equipment in working condition round the year during warranty /CMC period. If not done so I/We authorize Medical Superintendent to deduct penalty as per the terms and conditions.

5. There is no vigilance/CBI case or court case pending against the firm/supplier.

6. On Inspection if any article is found not as per supply order, it shall be replaced by me/us in time as asked for, to prevent any inconvenience, at my/our own expenses.

7. I/we hereby undertake to supply the items as per directions given in supply order within the stipulated period.

8. I/we hereby undertake to provide guarantee/warranty as mentioned in specifications from the date of satisfactory installation and inspection. I also undertake that I will maintain the equipment(s) during this period and replace the defective parts free of cost, if necessary.

9. I/we hereby certify that I/we have authorized Service Center in Patna & the Address of which is as below _____ .

10. I/we understand that Medical Superintendent, ESIC Hospital Bihta, has the right to accept or reject any or all the tenders in part or full without assigning any reasons (s) thereof.

Date:

Signature of the Tenderer:

Place:

Full Name:

Designation:

Address:

(Office seal of the tenderer)

AUTHORIZATION CERTIFICATE

To,

Medical Superintendent,
ESIC Hospital,
Vill : Sikandarpur,
Patna - 801103.

Respected Sir/Madam,

Authority letter against Tender No. _____ due on _____ item quoted
_____.

We, _____, who are established and reputed manufacturers of
_____ having factory at _____ and hereby
authorize M/s _____ (Name and address of agent) to bid,
negotiate and conclude the contract with your institution against above tender for the above
Hospital Equipment Items manufactured by us. We hereby extend our full guarantee/warranty as
per the Terms & Conditions of tender for the goods offered for supply against this invitation of bid
from the above firm. We also confirm that the spares/ consumables and any other miscellaneous
items (As applicable) to the items quoted will be freely available for at least three years after expiry
of warranty/guarantee period.

The above Authorized agent will not Sublet the same to any other firm.

Our other responsibilities include:

1. Information regarding the name of new agent, in case of change of agent.
2. The services to be rendered by M/s _____ having
address and contact details as under

_____. (Here
specify the services to be rendered by the agent)

Yours faithfully

(Signature & Name of manufacturer)



EMPLOYEES" STATE INSURANCE CORPORATION HOSPITAL

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No: 42/ESIC MH/Store/50 Bed Hosp.Equip./18-19

Dated: 29.06.2017

Annexure: III

Invitation of E-Tender for procurement of Hospital Equipment

TECHNICAL BID

1	Name of firm and type of firm		
2	a	Full postal address	
	b	Cell Phone No.	
	c	Telephone No.	
	d	Email ID.	
	e	Fax No.	
3	Name and address of your Bankers stating the name in which the account stands	Name of Bank	
		Name of Branch	
		A/C No. & Type	
		IFSC Code No.	
		MICR Number	
4	Are you in the list of approved contractors of any other organization/ institutions, if any give details		
5	Any other information which you consider necessary to furnish		

Compulsory scanned copy of documents to be uploaded:

S.No.	Documents	Uploaded (Yes/No.)
1	Original Tender Document signed all the pages.	
2	Manufacturer"s Authorization Certificate (As per Annexure-II) in case Bid is submitted by Authorized Agents/dealer.	
3	Rate certificate indicating that they have not supplied the said item to any individual, Govt. or private institution at the rate lowers than the quoted rate.	
4	Authorization Certificate from the manufacturer that spares and any other miscellaneous items (as applicable) of the item quoted will be freely available for at least three years after expiry of warranty/guarantee period.	
5	Authorization Certificate from the Principal/Manufacturer that they will be solely responsible for maintenance of items and during guarantee/warranty and CMC period even when the Agent is changed during this period.	
6	Undertaking (As per Annexure I)	
7	Compliance certificate of any standard as mentioned in the specifications	
8	Copy of Firm"s Registration Certificate.	
9	Catalogue of quoted machine with complete specification	
10	Copy of attested GST and PAN card	
11	Complete local Jaipur Address & Telephone Number of the Authorized Service Center.	
12	Undertaking of warranty of Equipment	

Date:

Place:

**Signature of the
Tenderer/Bidder**