

Tender for Supply & Installation of Psychological instruments



File No : J-11035 (002)/2013/S&P

Re-Issue Date : 22.11.2013

Last Date of Submission : 13.12.2013, 11.00 AM

Tender opening date (Technical bid): 13.12.2013, 03.30 PM

All India Institute of Medical Sciences,
Bhubaneswar

All India Institute of Medical Sciences, Bhubaneswar

Email: info@aiimsbhubaneswar.edu.in
www.aiimsbhubaneswar.edu.in

All India Institute of Medical Sciences (AIIMS), Bhubaneswar, Odisha, an apex healthcare institute, established by an Act of Parliament under aegis of Ministry of Health & Family Welfare, Government of India, invites sealed tenders in two-bid system for supply & installation of the following items at the institute. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

S.No.	Item Description	Quantity
1.	Psychological instruments	32 (Thirty-two)

(Refer Details as per Annexure-'I')

Quotation should be sealed and superscribed with tender number and address to:

“Administrative Officer
All India Institute of Medical Sciences,
Patrapada,
Bhubaneswar- 751019

The sealed quotations should reach the Institute, latest by 13.12.2013 at 11.00 hrs and the technical bid will be opened on 13.12.2013 at 03:30 PM in the Administrative Office, AIIMS, Bhubaneswar of the Institute in the presence of the bidder(s) or their authorized representative(s), who will present at the scheduled date and time. The list of technically qualified bidders with the date of opening of financial bid shall be hoisted in the website of AIIMS, Bhubaneswar.

Terms & Conditions:

- 1. Earnest Money Deposit:** The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs. 25,000/- (Rupees Forty Five Thousand only) by way of demand drafts only and Rs. 1,000/- as tender fees drawn in favour of the “AIIMS Bhubaneswar”. (TENDERS NOT ACCOMPANIED WITH EMD/BID SECURITY AND TENDER FEES ALONGWITH THE TECHNICAL BID SHALL BE SUMMARILY REJECTED). The demand drafts shall be drawn in favour of “All India Institute of Medical Sciences, Bhubaneswar”. The demand drafts for earnest money deposit must be enclosed in the envelope containing the technical bid.

The EMD of the successful bidder shall be returned after the successful completion of contract / order and for unsuccessful bidder(s) it would be returned after award of the contract. Bid(s) received without demand drafts of EMD shall be liable for rejection.

The firms who are registered with National Small Industries Corporation (NSIC) / OR Small Scale Industrial (SSI) are exempted to submit the EMD (Copy of registration must be provided along with).

2. **Rate:** Rates should be quoted in Indian Rupees (INR) on F.O.R Basis at AIIMS, Bhubaneswar, Odisha, Inclusive of all the Charges, with break-ups as:

- Basic Cost.
- VAT /CST as applicable.
- Insurance Charges if any
- Total Cost (F.O.R at AIIMS Bhubaneswar).

3. **Validity:** The quoted rates must be valid for a period for 180 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

4. **Warranty / Guarantee:** Bid must be quoted with five (05) year comprehensive on-site warranty / guarantee and it will be started from the date of the satisfactory installation / commissioning of goods, against the defect of any manufacturing, workmanship and poor quality of the components. Warranty would be followed by 5 year CMC (Comprehensive maintenance contract with spares) @ 3% of the cost of the Machine with 5% increment every year. Vendor would submit list of Consumables required for running the machine along with its cost. During the warranty and CMC period the supplier/ company should provide a minimum of 04 (four) preventive maintenance as routine services. After sales services must be provided in the city of installation. In situations requiring service or repair of the unit outside the city of installation, the expenditure on the account of this will have to be borne by the supplier.
5. **Uptime guarantee:** The firm should provide uptime guarantee of 95% during warranty and CMC period, with acceptance of the penalty clause in case of failure to do so.

6. **Downtime penalty Clause**

During the comprehensive warranty period, the guarantee uptime of 95% of 365 days will be ensured. In case the down time exceeds the 5% limit penalty of extension of guaranty period by two days for each additional day of down time will be enforced. The vendor must undertake to supply all spares for optimal upkeep of the equipment for at least FIVE YEARS after handing over the unit to the Institute.

If accessories/other attachment of the system are procured from the third party, then the vendor must produce cost of accessory/other attachment and the CMC from the third party separately along with the main offer and the third party will have to sign the CMC with the Institute if required.

The principal supplier or their service partners are required to submit a certificate that they have satisfactory service arrangements and fully trained staff available to support the uptime guarantee.

7. FALL CLAUSE

If, at any time, during the said period, the supplier reduce the said prices of such Stores/Equipment or sales such stores to any other person/organization/Institution at a price lower than the chargeable, he shall forthwith notify such reduction or sale to the Director, All India Institute of Medical Sciences (AIIMS) Bhubaneswar and the price payable for the Stores supplied after the date of coming into force of such reduction or sale shall stand correspondingly reduced.

The supplier shall furnish the following certificate to the Accounts Officer (TC) along with each bill for payment for supplies made against in Rate Contract Tender.

"I/We certify that the Stores of description identical to the Stores supplied to the government under the contract against Tender herein have not been offered/sold by me/us to any other person/organization/Institution upto date of bill/the date of completion of supplies against all supply orders placed during the currency of the tender/rate contract at the price lower than the institute under contract /against tender".

- 8. Delivery & Installation:** All the goods ordered shall be delivered & installed within 4 weeks from the date of issuing purchase order. All the aspects of safe delivery, installation and commissioning shall be the exclusive responsibility of the supplier.

If the supplier fails to delivered, installation and commissioning of the goods on or before the stipulated date, then a penalty at the rate of 2% per week of the total order value shall be levied subject to maximum of 10% of the total order value.

- 9. Performance Security:** The supplier shall require to submit the performance security in the form of irrevocable Bank Guarantee (BG) / or Fixed Deposit Receipt (FDR) issued by any Nationalised Bank for an amount of which is equal to the 10% of the order value and should be kept valid for a period of 30 day beyond completion of all the contractual obligation including CMC period.

10. Payment Term:

- 70% payment of the total order value shall be released after the successful installation/ commissioning of the ordered goods against the submission of the test report.

- Balance 30% of the order value shall be released within one month after successful installation, commissioning & functioning of the equipment and the submission of the performance security.

11. Bidder shall submit a copy of the tender document and addenda 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 enquiry document.
12. Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature must be enclosed with the bid.
13. After due evaluation of the bid(s) Institute will award the contract to the lowest evaluated responsive tenderer.
14. Conditional bid will be treated as unresponsive and it may be rejected.
15. The Institute reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).

16. **TENDER EVALUATION**

Tenders evaluation will be done in **two stages**:

- a. Technical bid and
- b. Price bid.

Each bid to be submitted in separate sealed envelopes super-scribed as “Technical Bid” and “Price Bid” respectively. All these 2 envelopes should be put in another envelope marked as “**Tender for Psychological instruments for AIIMS, Bhubaneswar**” sealed with sealing wax.

TECHNICAL BID:

The firm should submit the technical bid in a sealed cover separately super-scribing “**Technical Bid for Psychological instruments**” along with Name and address of the Bidder. Technical bid should contain:

- a. The name of items with specification and makes/brands of the items, indigenous or imported with name of manufacturer & address must be enclosed.
- b. Literature and catalogues in support of items quoted must be enclosed.
- c. Whether the items quoted is as per specification, if not the statement of deviation (Parameter wise) from the tender technical specification must be enclosed.
- d. Details about the
 - i. Past experience (in years).

- ii. Spares & services after the sale of the equipment.
- e. Undertaking for providing CMC for 5 years after 5 years Warranty
- f. Undertaking by manufacturer of equipment for servicing the equipment & supply of spare parts whenever required at least for 5 years after completion of warranty/Guaranty.
- g. Name, Address, Phone & Fax No. of Service Centre at Bhubaneswar or nearby.

The Committee constituted by the Director will technically evaluate the items on the basis of specification as per Annexure I, make/brand quoted; literature enclosed, sample submitted wherever asked, the authority from manufacturer for the item etc. The items accepted technically will only be considered for price evaluation (price bid). Price should not be quoted with technical bid, otherwise the tender will be rejected without any correspondence.

PRICE BID:

Should be submitted in a separate sealed envelope super-scribing the word **“Price Bid for Psychological Instruments** along with Name and address of the Bidder.

The price should indicate all inclusive lump sum price including cost of the item, freight, insurance, transit insurance, packing, forwarding, sales tax, excise duty, VAT, Octroi etc. and charges for installation and commissioning. No other charges in addition will be payable on any account over and above the lump sum price quoted. Offers with price variation clause will not be accepted. The rates quoted in ambiguous terms such as “Freight on actual basis” or “Taxes as applicable extra” or “Packing forwarding extra” will render the bid liable for rejection irrespective of its gradation in respect of lump sum prices quoted.

Bidders shall indicate the actual rate of octroi, excise duty, sales tax, VAT, etc. which will be payable.

Price quoted should be in Indian currency (INR).

17. Applicable Law:

- The contract shall be governed by the laws and procedures established by Govt. Of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings / processing.
- Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Bhubaneswar, Odisha, India only.
- The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Bhubaneswar. The decision of the Arbitrator shall be final and binding on both the parties.
- Force Majeure: Any delay due to Force Majeure will not be attributable to the supplier.

Annexure - I
SPECIFICATIONS FOR Psychological instruments

A. Children:

1. **Vineland Social Maturity Scale (VSMS):** It is a scale to measure developmental quotient of children containing items of communication skills, general self help ability, locomotion skills, occupational skills, self direction, self help eating, self help dressing and socialization skills.
2. **Gessel's Developmental Screening Test (DST/Developmental Observation revised GDQ-R):** It is a comprehensive assessment system to evaluate a child's cognitive, language, motor and socio-emotional development for determination of Developmental Age (relative to chronological age)
3. **Seguine Form Board: (SFB)** It is a test of intelligence in children useful in evaluating a child's hand eye coordination, shape-concept, visual perception and cognitive ability.
4. **Binet Kamat Test:** It is a test of intelligence including both verbal and performance for age range of 3-22 years. It is useful in predicting mental age and presence of mental retardation if any.
5. **Weschler's Intelligence Scale for Children-Fourth edition integrated:** IT is an intelligence test for children between ages 6 and 16 that can be completed without reading or writing.
6. **Malin's Intelligence Scale for Indian Children (MISIC):** It is the Indian adaptation of WISC which can be administered in the age range 6-15 years. It includes both verbal and performance scales.
7. **Raven's Progressive Matrix (CPM):** Raven's matrices measure young children ages 5-11 years and older adults. The test consists of 36 items in 3 sets (A,Ab,B) with 12 items per set. It is reliable measure of analytical reasoning.

B. Adults:

1. **Weschler's Adult Intelligence Scale (WAIS_III):** It is a test designed to measure intelligence in adults and older adolescents. The WAIS_III is a revision of the WAIS and the WAIS-R. It provides score of verbal IQ Performance intelligence in adults.
2. **Wechsler Adult Performance Intelligence Scale (WAPIS-PR):** It is an Indian adaptation of the tool designed for measurement of performance intelligence in adults.
3. **Ravens Standard Progressive Matrix (SPM):** It is a nonverbal group test typically used for age group of 5 years to the elderly. The booklet comprises of 5 sets (A to E) of 12 items each. (E.g.A1 through A12).
4. **Advanced Progressive Matrix:** The advanced form of the matrices contains 48 items, presented as one set of 12(set1), and another of 36(setII).These items are appropriate for adults and adolescents of above average intelligence.
5. **Bhatias Battery of Intelligence:** It is developed for measuring performance and intelligence. This battery consists of five subtests; Koh's Block design test, Alexander Pass along Test, Pattern drawing test, immediate memory and Picture construction tests.

Memory tests:

1. **Weschler's memory scale-4: (WMS-4):** It is a neuropsychological test design to measure memory in 16-90 years age group. There are five index scores: Auditory memory, visual working memory, immediate memory, delayed memory.
2. **PGI Battery of Brain Dysfunction: (PGI-BBD), (PGI Memory Scale):** PGI BBD is a compilation of individual tests of memory, intelligence and visual perception. The battery consists of the following scales: PGI Memory Scale, Bhatia short battery of performance revised, Verbal adult intelligence (VAIS), Bender Gestalt Test (BGT) and Nahor Benson Test (NBT).

Personality Tests:

1. **16 Personality Factor inventory: (16 PF)** It is a comprehensive instrument for measurement of 16 dimensions of personality. The 16 factors comprises of factors A to O and Q1 to Q4. It includes various forms of questionnaires such as A, B, C, D etc.
2. **Minnesota Multiphasic Personality Inventory (MMPI):** It is a self-report inventory and widely used for objective personality assessment and diagnostic clarification. It consists 566 true/false items in self-report format.
3. **International Personality Disorder Examination (IPDE):** It is an extensive semi-structured diagnostic interview administered by experienced clinicians to evaluate personality disorders for both ICD 10 AND DSM IV classificatory systems.

Projective Tests:

1. **Rorschach inkblot test: (Klopfer Scoring system):** It is the most widely used projective techniques for psychodiagnostics. The test kit contains: Rorachach introductory guide, Psychodiagnostic test plates, Rorschach inkblot test records blanks, schema block, scoring manual and frequency table for scoring Rorschach responses.
2. **Indian modification of Thematic Apperception Test (TAT (Uma Chaudhary):** It is a method of revealing to the trained interpreter some of the dominant drives, emotions, sentiments, complexes and conflicts of a personality. It is found useful in comprehensive study of personality, behaviour disorders, psychosomatic illness, etc.
3. **Children Apperception Test (CAT): Animal/Human:** This projective technique presents situations of special concerns to children. It reveals child's responses in social and family situations addressing his conflict, identities, roles, family structures and inter-personal interactions.
4. **Objective scoring test: (OST) The Goldstein Scheerer Objective Sort Test** was developed by Kurt Goldstein and Martin Scherer. It is a measure of person's ability to categorize and of his/her cognitive flexibility.
5. **Draw a person test (DAPT): (A Kohli, M Kaur and R Malhotra)** Draw a person is a commonly used adjunct technique for the assessment of children. It helps to assess the personality emotional state, developmental level, and possible neurological impairment.

Neuropsychological Tests:

1. **Wisconsin Card Sorting Test: (WCST)** it is a neuropsychological test to assess executive functions. WCST performance has been found to have positive correlation with various neuropsychological domains such as verbal fluency, recent memory, working memory, attention and set-shifting.

2. Colour Trail Tests: (CTT) This retains the psychometric properties of the standard TMT but it substitutes the use of colour for the use of English alphabet letters making it more suitable in cross cultural and other specific needs context.
3. Stroop test: The cognitive dimension tapped by the stroop is associated with cognitive flexibility, resistance to interference from outside stimuli, creativity and psychopathology.
4. Tower of London Test: It is a well-known test used in applied clinical neuropsychology for the assessment of executive functioning specifically to detect deficits in planning.
5. Luria Nebraska Neuropsychological Battery: It is a standardized test based on the theories of Alexander Luria regarding neuropsychological functioning which comprises of various neuropsychological tests. There are altogether 14 tests. It is used with people who are 15 years or older.
6. Cambridge neuropsychological tests automated batter (CANTAB): It is a computer based cognitive assessment system consisting of a battery of neuropsychological tests administered to subjects using a touch screen computer.
7. AIIMS comprehensive neuropsychological battery: It is useful in detection, lateralization and localization of discrete brain lesions. The scales included are motor, visual, tactile, receptive speech, expressive speech, reading scale, writing scale, arithmetic, memory, intellectual processes, pathogenic scale etc.

Others:

1. Bender Visual Motor Gestalt Test: It is a brief assessment of visual motor integration that may provide interpretive information about an individual's development and neuropsychological functioning.
2. Benton Visual Retention Test (BVRT): It is an individually administered test for people aged from 8 years to adulthood that measures visual perception and visual memory and possible learning disabilities.
3. Temperament and Character inventory: It is an inventory for personality traits devised by Cloninger et al. The traits assessed are novelty seeking, harm avoidance, reward dependence and persistence.

Annexure-II

Inviting of sealed quotations for supply and installation of Psychological Instruments at AIIMS, Bhubaneswar

TECHNICAL BID

Name of Firm/Contractor/Supplier	
Complete Address & Telephone No.	
Name of Proprietor/Partner/Managing Director/Director.	
Phone & Mobile No.	
Name and address of service centre near by Bhubaneswar.	
Whether the firm is a registered firm Yes/No (attached copy of certificate)	
PAN No. (enclose the attested copy of PAN Card)	
Sales/Service Tax No. (enclose the attested copy of Service Tax Certificate)	
VAT No. (enclose the attested copy of VAT Certificate)	
Whether the firm has enclosed the Bank Draft/Pay Order/Banker's cheque of Rs.25,000/- as Earnest Money Deposit. Rs 1,000/- as Tender Fees	
Whether the Firm/Agency has signed each and every page of Tender/NIT	
Please provide full list of consumables.	
Any other information, if necessary	

Authorized signatory of the bidder with seal.

Annexure-III

Financial Bid

(To be submitted on the letterhead of the company / firm)

Sl. No	Name of Item	Quantity	Rate	Vat/Taxes etc	Amount
1.	Psychological Instruments	32			

1. I/We have gone through the terms & conditions as stipulated in the tender enquiry document and confirm to accept and abide the same.
2. No other charges would be payable by the Institute.

Authorized signatory of the bidder with seal.