

Limited Tender Inquiry
for
Supply of Window Curtain



File No : J-11043(004)/2013/S&P
Issue Date : 02.08.2013
Last Date of Submission : 09.08.2013 at 11.00 hrs
Tender opening : 09.08.2013 at 14.30 hrs

All India Institute of Medical Sciences,
Bhubaneswar

All India Institute of Medical Sciences, Bhubaneswar

Email: info@aiimsbhubaneswar.edu.in
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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 of Window Curtain for guest house furnishing purpose. You are requested to quote your best offer along with the complete details of specifications, terms & conditions.

S.No	Discription	Unit
1	Supply of screen cloth for Main curtain (Silk finish) of S. Drope quality of crush "volaire" Shade No. 3 (cream colour) & shade No. 17 (rust colour) of superior quality stitched in EYELET design with 4' (feet) with cloth converted in to pleted fold of 2' (feet) with 5 folds per piece with lying attached to the main curtain (Lying make "Flome passion" - Pride shade No. 23 & 27) Director's bungalow : 950 sft Guest House : 1735 sft	2685 sft
2	Supply of screen cloth for sheer curtain (Net finish) make "Home passion" design No. 601, shade No. 04 (cream colour) of superior quality stitched in American/ Box plates with 4' (feet) with cloth converted in to 2' (feet) folded curtain with 4 Nos. (3 plates) stitched per piece Director's Bungalow : 950 sft Guest House : 1735 sft	2685 sft
3	Supply, fitting & fixing of decorative drapory rod including all accessories such as Section, clamps, rings, ss screws, wall plug, Director's Bungalow : 268 rft Guest House : 482 rft	750 Rft

(Refer Details as per Annexure-'I')

Quotation should be sealed and super scribed 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 09.08.2013 at 11.00 hrs and the technical bid will be opened on 09.08.2013 at 14:30 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.

Terms & Conditions:

- 1. Earnest Money Deposit:** The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs. 15,000/- (Rupees Fifteen thousand only) and Rs 1,000 as Tender Fees by way of demand drafts only. 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.
- 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. Delivery & Installation:** All the goods ordered shall be delivered & installed within 2 weeks from the date of issuing purchase order. All the aspects of safe delivery, shall be the exclusive responsibility of the supplier.

If the supplier fails to deliver the goods on or before the stipulated date, then a penalty at the rate of 3% per week of the total order value shall be levied subject to maximum of 10% of the total order value.

5. Payment Term:

- 90% 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 10% of the order value shall be released within one month after successful installation, commissioning & functioning of the item and the submission of the performance security.
6. 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.
 7. Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature must be enclosed with the bid.
 8. After due evaluation of the bid(s) Institute will award the contract to the lowest evaluated responsive tenderer.
 9. Conditional bid will be treated as unresponsive and it may be rejected.
 10. 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).

11. 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 Window Curtain 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 Window Curtain**” 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).
- e. 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 Window Curtain”** 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. 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).

12. 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 Window Curtain

S.No	Description
1	Supply of screen cloth for Main curtain (Silk finish) of S. Drope quality of crush ""voltaire" Shade No. 3 (cream colour)& shade No. 17(rust colour) of superior quality stitched in EYELET design with 4' (feet) with cloth converted in to pleted fold of 2'(feet) with 5 folds per piece with lying attached to the main curtain(Lying make "Flome passion" - Pride shade No. 23& 27) Director's bungalow : 950 sft Guest House : 1735 sft
2	Supply of screen cloth for sheer curtain (Net finish) make "Home passion" design No. 601, shade No. 04(cream colour) of superior quality stitched in American/ Box plates with 4' (feet) with cloth converted in to 2'(feet)folded curtain with 4 Nos.(3 plates)stitched per piece Director's Bungalow : 950 sft Guest House : 1735 sft
3	Supply ,fitting & fixing of decorative Drapory rod including all accessories such as Section, clamp, rings, ss screws, wall plug, Director's Bungalow : 268 rft Guest House : 482 rft

Annexure-II

**Inviting of sealed quotations for supply of Window Curtain, 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)	
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.15,000/- as Earnest Money Deposit. Rs 1,000/- as Tender Fees	
Whether the Firm/Agency has signed each and every page of Tender/NIT	
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 (Sqft & Rft)	Rate	Vat/Taxes etc. and other charges if any	Amount
1.	Supply of screen cloth for Main curtain (Silk finish) of S. Drope quality of crush "'volaire"Shade No. 3 (cream colour)& shade No. 17(rust colour) of superior quality stitched in EYELET design with 4' (feet) with cloth converted in to pleted fold of 2'(feet) with 5 folds per piece with lying attached to the main curtain(Lying make "Flome passion" - Pride shade No. 23& 27) Director's Bungalow : 950 sft Guest House : 1735 sft	2685 sft			
2.	Supply of screen cloth for sheer curtain (Net finish) make "Home passion' 'design No. 601, shade No. 04(cream colour) of superior quality stitched in American/ Box plates with 4' (feet) with cloth converted in to 2'(feet)folded curtain with 4 Nos.(3 plates)stitched per piece Director's Bungalow : 950 sft Guest House : 1735 sft	2685 sft			
3.	Supply ,fitting & fixing of decorative drapory rod including all accessories such as Section, clamps, rings, ss screws, wall plug, Director's Bungalow : 268 rft Guest House : 482 rft	750 Rft			

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.