

Notice Inviting Tender

For

**Rate Contract for
Supply of Window Curtain &
Vertical Venetian Blinds**



File No : J-11043(004)/2013/S&P

Issue Date : 10-09-2014

Last Date of Submission : 30-09-2014 at 12.00 hrs

Tender opening : 30-09-2014 at 15.00 hrs

All India Institute of Medical Sciences,
Bhubaneswar

Signature of Tenderer & Seal

Signature of Tenderer & Seal

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 of Window Curtain for guest house furnishing purpose. Intending Tenderers are requested to quote your best offer along with the complete details of specifications, terms & conditions.

S.No	Discription	
1.	<u>Drapery Rods :</u> Supplying, fitting & Fixing of 28mm powder coated aluminium section of any reputed make (colours: gold/ Copper) with all its accessories such as clamps/Double Clamps, designer finials, matching rings, etc complete with fitting at its proper place (after drilling, along with 38 mm s.s. screw & plastic wall plug)	
2.	<u>Sheer Curtain :</u> 48"width plain or self design tissue or organza material used for sheer curtains, which should be stitched to American pletes design (3 pleates), along with stiching materials such as bukrom , tape, "S" hooks , etc. with installation on respective draperies.	
3.	<u>Vertical Blinds :</u> "Supplying, fitting & Fixing of 100mm vertical Venetian blinds of fabric of any reputed make, with 45mm powder coated aluminium channel with all its accessories, and fitting at its proper place"	
4.	<u>Curtain Cloth :</u> 48" width synthetic mix curtain cloth (long Crush) with 250 gsm. Stitched to eye lit design with all materials, such as eye lit tape, rings etc. with installation on respective draperies.	

(Refer Details as at Annexure-'I')

Tender(s) should be sealed and super scribed with tender number and addressed to:

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

The sealed Tender(s) should reach the Institute, latest by 30-09-2014 at 1200 hrs and the technical bid will be opened on 30-09-2014 at 03:00 PM in the Administrative Office, AIIMS, Bhubaneswar of the Institute in the presence of the bidder(s) or their authorized representative(s), who may remain present at the scheduled date and time. The financial bid of the technically qualified bidders shall be hoisted in the website of AIIMS, Bhubaneswar. No paper publication shall however be made for opening of finance Bid.

Signature of Tenderer & Seal

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 Twenty Five Thousand only) and Rs 1,000 as Tender Fees by way of separate 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. No claim shall lie against the Government/AIIMS, Bhubaneswar in respect of erosion in the value or interest on the amount earnest money deposit or security deposit. 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 within 4 (Four) week from the date of issue of supply order/ acceptance letter. All the aspects of safe delivery shall be the exclusive responsibility of the supplier. The acceptance of the Supply order should be furnished with 7 (seven) days from the date of issue failing which it shall be treated that the firm has accepted the Supply Order.

If the supplier fails to delivered, installation and commissioning of the goods on or before the stipulated date, then late delivery charges at the rate of 2% per week or part thereof exceeding 3 days of the total order value shall be levied subject to maximum of 10% of the total order value. (Excluding the date of issue of Supply Order / acceptance letter and date of delivery).

Signature of Tenderer & Seal

5. Warranty / Guarantee: Bid must be quoted with One (01) years 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.

6. 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 Administrative Officer, AIIMS, Bhubaneswar.

"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".

7. 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.

8. Payment Term:

- 70% payment of the total order value shall be released after the successful installation of the ordered goods against the submission of the test report & on furnishing of Performance security & execution of Contract Agreement.
- Balance 30% of the order value shall be released after one month after successful installation of the item and basing upon the report of satisfactory functioning to be furnished by the user department.

9. 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.

10. Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature must be enclosed with the bid (Refer details at Annexure – I).

Signature of Tenderer & Seal

11. After due evaluation of the bid(s) Institute will award the contract to the lowest evaluated responsive tenderer.
12. Conditional bid will be treated as unresponsive and it may be rejected.
13. 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).

14. 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 Rate Contract for Supply of Window Curtain and Vertical Venetian Blinds for AIIMS, Bhubaneswar”** sealed with sealing wax.

15. TECHNICAL BID:

The firm should submit the technical bid in a sealed cover separately super-scribed **“Technical Bid Rate Contract for Supply of Window Curtain and Vertical Venetian Blinds ”** 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 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.

16. PRICE BID:

Should be submitted in a separate sealed envelope super-scribing the word **“Price Bid for Rate Contract for Supply of Window Curtain and Vertical Venetian Blinds ”** along with Name and address of the Bidder(Refer details at Annexure – III).

Signature of Tenderer & Seal

The price should indicate cost on mentioned at para/clause 2 above. 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.

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 unless proved in Record.

Signature of the bidder with seal

Date:

Tele. No.

E-mail ID

Signature of Tenderer & Seal

Annexure - I

Specifications for Window Curtain & Blinds

S.No	Discription
1.	<u>Drapery Rods :</u> Supplying, fitting & Fixing of 28mm powder coated aluminium section of any reputed make (colours: gold/ Copper) with all its accessories such as clamps/Double Clamps, designer finials, matching rings, etc complete with fitting at its proper place (after drilling, along with 38 mm s.s. screw & plastic wall plug)
2.	<u>Sheer Curtain :</u> 48" width plain or self design tissue or organza material used for sheer curtains, which should be stitched to American pletes design (3 pleates), along with stiching materials such as bukrom , tape, "S" hooks , etc. with installation on respective draperies.
3.	<u>Vertical Blinds :</u> "Supplying, fitting & Fixing of 100mm vertical Venetian blinds of fabric of any reputed make, with 45mm powder coated aluminium channel with all its accessories, and fitting at its proper place"
4.	<u>Curtain Cloth :</u> 48" width synthetic mix curtain cloth (long Crush) with 250 gsm. Stitched to eye lit design with all materials, such as eye lit tape, rings etc. with installation on respective draperies.

Signature of the bidder with seal
Date:
Tele. No.
E-mail ID

Signature of Tenderer & Seal

Annexure-II

Inviting of sealed Tender(s) for Rate Contract for Supply of Window Curtain& Vertical Venetian Blinds AIIMS, Bhubaneswar

TECHNICAL BID

SL No	Details / Particulars	Submitted (Yes/NO)	Page No.
A	Name of Firm/Contractor/Supplier		
B	Complete Address & Telephone No.		
C	Name of Proprietor/Partner/Managing Director/Director.		
D	Phone & Mobile No.		
E	Name and address of service centre near by Bhubaneswar.		
F	Whether the firm is a registered firm Yes/No (attached copy of certificate)		
G	PAN No. (enclose the attested copy of PAN Card)		
H	Service Tax No. (enclose the attested copy of Service Tax Certificate)		
I	VAT No. (enclose the attested copy of VAT Certificate)		
J	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		
K	Whether the Firm/Agency has signed each and every page of Tender/NIT		
L	Any other information, if necessary		

Signature of the bidder with seal
Date:
Tele. No.
E-mail ID.

Signature of Tenderer & Seal

Annexure-III**Financial Bid****(To be submitted on the letterhead of the company / firm)**

S.No	Discription	Rate per (Meter/ Sqmt.)	Vat/Taxes etc. and other charges if any	Amount (Including All Taxes)
1.	<u>Drapery Rods :</u> Supplying, fitting & Fixing of 28mm powder coated aluminium section of any reputed make (colours: gold/ Copper) with all its accessories such as clamps/Double Clamps, designer finials, matching rings, etc complete with fitting at its proper place (after drilling, along with 38 mm s.s. screw & plastic wall plug)			
2.	<u>Sheer Curtain :</u> 48"width plain or self design tissue or organza material used for sheer curtains, which should be stitched to American pletes design (3 pleates), along with stiching materials such as bukrom , tape, "S" hooks , etc. with installation on respective draperies.			
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4.	<u>Curtain Cloth :</u> 48" width synthetic mix curtain cloth (long Crush) with 250 gsm. Stitched to eye lit design with all materials, such as eye lit tape, rings etc. with installation on respective draperies.			

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.

Signature of the bidder with seal
Date:
Tele. No.
E-mail ID

Signature of Tenderer & Seal