

**File No.: 63-1/2015/Misc-Procurement/PGIMER/Part**  
**GOVERNMENT OF INDIA**  
**POST GRADUATE INSTITUTE OF MEDICAL EDUCATION & RESEARCH**  
**DR.RAM MANOHAR LOHIA HOSPITAL, NEW DELHI**

**Dated 1<sup>st</sup> March, 2017**

To,

As per list attached

**Sub: Invitation of Quotation for procurement of kits for evaluation of (i) Trop T, (ii) 17 OHP, (iii) Bone specific ALP, (iv) SHBG, (v) Bile Acid , (vi) Urine Albumin, (vii) AMH Kit.**

2. Sealed quotations are invited for supply of establishment of evaluation of (i) Trop T, (ii) 17 OHP, (iii) Bone specific ALP, (iv) SHBG, (v) Bile Acid, (vi) Urine Albumin, (vii) AMH Kit as per performa enclosed on the terms and conditions enumerated in the following paragraphs. In case you are interested to undertake the work, you may submit your quotation on firm's letter head as per attached performa duly completed and signed in sealed cover. The tenderer will attach the copies documents in support of experience, list of clients and a photocopy of TIN/VAT/PAN & Service Tax numbers. The sealed cover containing the tender complete in all respect should be dropped in the Tender box placed in the first floor of Administrative Block, PGIMER, Dr. RML Hospital, New Delhi on or before **1.03.2017 to 15.03.2017 till 2.00 p.m.** Quotation received after the scheduled date and time shall not be considered. The quotation will be opened on 15.03.2017 **at 3:00 p.m. in Room No. 320, Third floor, Administrative PGIMER Building, (Dr. RML Hospital), New Delhi.** The tenderers or their representatives may be present at the time of opening of quotation.

**3. Terms and conditions:**

(i) The quotation should be submitted in a sealed envelope duly signed by the Tenderer (party). The envelope should be super-scribed on the top as "Quotation/Tender for supply of kits". The main envelope would contain two envelopes titled (superscribed) technical bid and financial bid. The technical bid cover should contain technical bid in prescribed format as given in Annexure-II, alongwith required document undertaking in prescribed format and EMD of specified amount. The financial bid envelope should contain financial bid in prescribed format as given in Annexure-III alongwith other required documents. Every page of the bid should be signed and stamped. The bid is not transferable only one bid should be submitted by one bidder.

(ii) The envelope should be addressed to the Director, Post Graduate Institute of Medical Education Research, Dr. RML Hospital, and New Delhi 110001. It is the responsibility of the tenderer to submit his quotation/tender before the due date and time. Tender/Quotation received after the stipulated date & time due to postal delay or otherwise shall not be considered under any circumstances and rejected out rightly by Director, Post Graduate Institute of Medical Education & Research, New Delhi.

(iii) Representative of the tender may be present of the time of opening Tender/Quotation.

(iv) The tender/Quotation should be valid at least for three months after opening.

(v) The quoted offer should be clearly mentioned that the Sales Tax/Packing charges, transport charges or insurance etc. will be charged extra. Otherwise it will be treated as all inclusive.

(vi) Payment will be made within 30 days by cheque/RTGS/NEFT after delivery of all the items in good condition and satisfactory acceptance against submission of bills in duplicate.

(vii) The party shall warrant that the items supplied are free from all defects in materials & workmanship for a period of one year from the date of receipt of items. For any defective items, supplier should replace free of cost.

(viii) Director, Post Graduate Institute of Medical Education & Research reserves the right to accept or reject the tender/quotation fully or partly at any item without assigning any reason thereof.

(ix) No figure or words should be over written.

(x) The order must be supplied within 30 days of issue of this letter.

(xi) Payment will be made only after delivery of material as per specification and quantity ordered.

(xii) No cartage charges will be paid.

(xiii) All the damages in transit or manufacturing defect etc detected at the time of supply shall be at the risk & cost of vendor.

(xiv) All stores received shall be subject to inspection on receipt of stores & the Director, PGIMER, New Delhi shall have the full discretion to accept or reject either the entire supply or any part thereof and his decision in this regard shall be final & binding on the supplier.

(xv) **Earnest Money Deposit (EMD)/Bank Guarantee by the successful Tenderer:** The bidder shall furnish an amount of Earnest Money of Rs. 30,000/- (Rupees Thirty Thousand only) in the form of Demand Draft/ Pay order drawn on any scheduled Bank in favour of " Pay and Accounts officer, Dr. RML Hospital, New Delhi" payable at New Delhi. The bid security of the unsuccessful bidder will be discharged/returned subsequent to the award of Contract. The successful bidder shall be required to furnish the Bank Guarantee equivalent to 10% of the cost of work, valid for a period of one year within a week from the award of work. After receipt of Bank Guarantee, earnest money to the successful bidder will be returned.

**4. Eligibility criteria:** (The following documents should be attached with tender document)

The contractor/Firms should have the following documents attached with the tender/quotation. Without these, the tender/quotation will be rejected out rightly.

The firm should be a registered firm having:-

- 1) Proof of Registration with the Delhi Sales Tax/Delhi Value Added Tax.
- 2) Photocopy of VAT Registration certificate/Tin No.
- 3) Proof of Income Tax Assessment/Return for the last three years (upto 2010-2011)
- 4) Proof of Annual Turnover which should not less than Rs. 75 Lakhs for the last three years (2012-13, 2013-14 and 2014-15)
- 5) Proof of Registration of firm for similar type of work/category with any Govt. Deptts. /PSU Organization. The firm should be registered /empanelled at least with the three Government of India departments/reputed organizations (photocopy of registration should be enclosed.)

