



अखिल भारतीय आयुर्विज्ञान संस्थान  
ALL INDIA INSTITUTE OF MEDICAL SCIENCES  
साकेत नगर भोपाल (मध्यप्रदेश) - ४६२०२०  
Saket Nagar, Bhopal (M.P.) - 462020  
Website : www.aiimsbhopal.edu.in

**Note: Bidders who have already submitted their bids in response to our previous Tender notice no. 227 dated 29.12.2015 are not required to re-submit their bid.**

## **NOTICE INVITING TENDER**

**Manual Tender No. 227.1 AIIMS Bhopal/Central Store/RC–Supply of Hospital Linen/2015-16/01 Dated 10.02.2016**

### **RATE CONTRACT FOR SUPPLY OF HOSPITAL LINEN FOR AIIMS BHOPAL HOSPITAL.**

On behalf of **Director, AIIMS Bhopal, Medical Superintendent** invites **Bids** in the **Three Bid System** (i.e. **Pre-qualification, Technical and Financial Bid**) from Manufacturers/Firms/Companies/Authorized Agents/Distributors/ Dealers on mutually agreed terms and conditions and satisfactory performance for the Rate Contract for Supply of **Hospital Linen** for AIIMS Bhopal Hospital as per the Specifications at **Annexure-I**.

*Important: The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding document. The bid should be precise, complete and in the prescribed format as per the requirement of the bid document. The bid should not be conditional. Failure to furnish all information required by the bidding document or submission of a bid not responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.*

The Bidder shall bear all costs associated with the preparation and submission of bid and AIIMS will in no case be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.



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**TENDER SCHEDULE**

" Tender No. 227.1 AIIMS Bhopal/Central Store/RC–Supply of Hospital Linen/2015-16/01 Dated 10.02.2016"

Date of availability of Tender document in the AIIMS Bhopal website <a href="http://www.aiimsbhopal.edu.in">www.aiimsbhopal.edu.in</a> and CPP Portal <a href="http://www.eprocuregov.in">www.eprocuregov.in</a> for downloading/participating	:	10.02.2016
Pre-Bid Meeting	:	19.02.2016 at 15.00 Hrs. onwards, at the Board Room, First Floor, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020(MP)
Date and Venue of Submission of Tender	:	04.03.2016; 14.00 Hrs, In the Tender Box kept in the Office of the Stores Officer , 1st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP)
Date and Venue of Opening of Pre-Qualification Bid Document	:	04.03.2016; 15.00 Hrs in the Office of the Stores Officer , 1st Floor, E-Wing, Medical College Building, AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP)
Tender Document Cost payable to AIIMS Bhopal	:	<b>Rs.1050/- (One Thousand Fifty) inclusive of 5% VAT, Non Refundable by way of DD/Banker's Cheque in favor of "Director, AIIMS Bhopal", hard copy must accompany with Pre-Qualification Bid Envelop.</b>
Estimated Cost	:	<b>Rs. 10,00,000/-</b>
EMD	:	<b>Rs. 20,000/- in form of DD/FDR/Bank Guarantee in the name of "Director, AIIMS Bhopal" hard copy must be submitted before closing of the bid in the office of Medical Superintendent. Non-Interest Bearing refundable as per Clause mentioned under "Pre-Qualification Bid" Header.</b>

## Clarification on Bidding Documents

The prospective Bidder requiring any clarification about bidding documents may seek clarification in writing on the tender document during pre-bid meeting which shall be held at **15:00 Hours onward on scheduled Date as mentioned above in Tender Schedule**. The clarification of the queries would be uploaded on the AIIMS Bhopal website [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) for Bidders information. Bidders are required to consider all the clarifications/amendments while preparing their bid proposals. **Therefore, Bidders are requested to visit the said website on regular basis for checking necessary updates. These changes can be incorporated until 7 days before the last date of bid submission.**

## Amendments in Bidding Documents

At any time till **7 days** before the deadline for submission of bids, the Client may, for any reason, whether at own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding document through amendment. All amendments will be posted on the website regularly. Client shall not be responsible to notify the amendments to individual bidders. All amendments by the client till 7 days before the deadline for submission of bids, shall be binding on the participatory bidders.



## Three Bid System Terms & Conditions

The tender shall be submitted in 3 (Three) parts each should be superscripted clearly and kept in the separate sealed envelopes and all three sealed envelopes should be kept in fourth Envelope and submitted physically before the closing date as mentioned in the Schedule of Tender in the Tender Box kept in the Office of Medical Superintendent, AIIMS Bhopal Hospital, Saket Nagar, Bhopal:

- (i) **Pre-qualification Bid:** Only the pre-qualification bids shall be opened first and read out before the bidder.
  - (ii) **Technical Bid:** Technical bid of pre-qualified tenders shall be opened.
  - (iii) **Financial Bid:** The Financial Bids of bidders, who qualify at Technical Bid Stage, will be opened thereafter.
- **Validity of Tender/Offered Rates:** The validity of the Bid tender Document shall be for 120 days and after the acceptance and issue of Notification of award/conclusion of Rate Contract in the Format given at **Annexure-XI**, the rates shall be valid for initial period of One year extendable further One year on mutual agreement basis after successfully completion of initial One year period.
- **EMD (Refundable after expiry of the tender):**  
AS PER TENDER SCHEDULE (Rs. 20,000/-) against this Tender Notice:-
- No interest shall be payable by the purchaser on the Earnest Money Deposit.
  - **Exemption:** Firm registered with NSIC (for sale of Hospital LINEN) are exempted from submission of EMD (subject to the financial limits indicated in the NSIC certificate). Govt. of India/State Government departments/Undertakings are also exempted from EMD. However, the respective firm/departments have to submit the relevant certificate (NSIC etc.) to avail this exemption.

**All required information in rows & columns on prescribed format should be filled and not left blank, may be struck as not applicable.** Each document should be serially numbered and duly signed by the bidder with the rubber stamp of the firm on each page and kept in the respective Bid Envelope separately. All above three Bids Envelopes should be kept in Forth outer Envelope super-scripting :-

" Tender No. 227 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 28.12.2015"

**Name of Tender: Rate Contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

**Complete details of the bidder should also be mentioned on envelop.**



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## I) Pre-qualification Bid

1. Self attested, properly Stamped, Page Numbered copies of Documents to be submitted in the “**Pre-Qualification Bid Documents Envelope**”:-

**Documents to be submitted with pre-qualification bid:** In absence of the any documents tender may be rejected. Serial Number of submitted documents should be in sequence as mentioned below:

- I. **Original Hard Copy of EMD, Tender Document ; Fee and Undertakings (I, II, III & IV below)** should be submitted in a sealed envelope in original in the Tender Box Kept in the Office of Medical Superintendent, Hospital Building, AIIMS Bhopal, Saket Nagar, Bhopal-462020 (MP) India on or before closing date of the bid mentioned at Schedule of Tender or further intimated through uploading Corrigendum/Date of Extension on AIIMS Bhopal website in Tender Section.
- II. EMD of Rs. 20,000/- (Twenty Thousand only) in the form of DD/FDR/BG **in the format given at Annexure-IX** of any *commercial* Bank, in the name of “**Director, AIIMS Bhopal**” valid for Six months period.
- III. **Tender Document fee of Rs. 1050/- non refundable in the way of Demand Draft/Banker’s Cheque** in the name of “Director, AIIMS Bhopal”.
- IV. Original copy of **Undertaking for acceptance of all Terms & Conditions** mentioned in this Tender on Non Judicial Stamp Paper worth of Rs. 100/- as per **Annexure-II**, duly attested by notary public.
- V. Original copy of **Undertaking for Criminal Liability** on Non Judicial Stamp Paper worth of Rs. 50/- as per **Annexure-III**, duly attested by notary public.
- VI. Stamped and legible self attested photocopy of TIN Certificate and Two latest quarter of VAT/ST as applicable in financial year 2014-2015.
- VII. Self Attested Signed legible copy of PAN Card of the firm/company / proprietor issued by Income Tax Department.
- VIII. Self Attested Signed legible copy of Income Tax return of the firm/company for the previous three Financial Years (i.e. for FY 2012-13, 2013-14 and 2014-15).
- IX. Legible copies of Average Turnover of Rs. 5 Lakh for during previous Three Financial Years(i.e. for FY 2012-13, 2013-14 and 2014-15) of the participating firm must kept in Pre-Qualification Bid envelope.
- X. Legible copy of valid Company Incorporation/Firm Registration along with address, contact details must be enclosed in the Pre-Qualification Bid envelope.



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- XI. Legible copy of the authorization from proprietor / owner to sign the documents in case the owner/proprietor is not signing the tender document. In case of partnership, the copy of authorization to sign the tender document should be submitted by the other partner / partners. Copy of partnership deed should also be submitted.
- XII. Self Attested and stamped Check list of Pre-qualification required documents as per **Annexure-IV**.

Only those bidders who qualify the Pre-Qualification Stage after evaluation of above said Pre-Qualification documents found in their "Pre-Qualification Bid" Envelope as per above shall be considered and after PQ Evaluation, the PQ Qualified Bidders only be intimated for Technical Evaluation separately.

**NOTE:-**

***The original copies of first Four Documents i.e. EMD (DD/FDR/Bank Guarantee), Tender Cost Fee (DD/Banker's Cheque), Undertaking for Acceptance of Terms & Conditions and Criminal Liability undertaking shall be submitted along with all other Mandatory requested Document's Self Attested Copies duly Signed, Stamped and Page Numbered in the "Pre-Qualification Bid Envelope" in the Tender Box kept in the Office of Medical Superintendent, AIIMS Bhopal Hospital, Saket Nagar, Bhopal-462 020 India on due date of tender before closing of the Pre-qualification Bid in a sealed envelope super scribing***

**" Pre-Qualification Bid"**

Tender No. 227 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 29.12.2015

**Name of Tender: Rate Contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

***Tender shall not be accepted if the bidder fails to submit requested documents as per the List Mentioned under the heading "Pre-Qualification Bid".***

**Important Note:-**Only those bidders who qualify the Pre-Qualification Stage shall be considered for Technical Evaluation.



## II) TECHNICAL BID

1. The samples of all quoted cloth items with proper tags in sealed envelope before closing of the Bid as per Schedule of Tender. Without samples tender will not be evaluated and shall be rejected.
2. The following self Attested, Stamped, Page Numbered and duly signed copies of Technical Bid Document's to be kept in the Technical Bid Document Envelope:-
  - I) Stamped, Self Attested copies of List of the participating items without indicating prices (i.e. un-priced list of participated items) interested by the Bidder for quote as per the Schedule of Requirement given in "Annexure-I".
  - II) Stamped, Self Attested copy of Declaration in case of manufacturer & Attested copy of current contract/Authorization – between manufacturer and distributor /bidder as the case may be in the format given at "Annexure-VIII". If applicable.
  - III) Declaration / authorization from the manufacturer should be submitted for every quoted item. However, if the bidder is quoting more than one item of the same make, single authorization mentioning the name of items from the manufacturer is sufficient. If applicable.
  - IV) Complete contact details of the bidder should be mentioned on envelop.
  - V) Bidder should furnish a list of orders executed by them for identical/similar stores for any Government Hospital /Govt. Institution of India/PSUs, with legible self attested copies thereof, in the last three years must accompany.
  - VI) Catalogue, Brand/Make, Technical Details of Hospital LINEN of the quoted Manufacturing Company for evaluation of Technical Features and Quality of Quoted Linen Items must accompany.
  - VII) The supplier should arrange for a demonstration of the Hospital LINEN (if directed by AIIMS Bhopal Authorities), preferably within the Hospital premises. Failure to arrange for a demonstration on the given date may lead to cancellation of the bid. Cost of such demonstration shall be borne by the bidder.

VIII) The *Technical Bid Documents in a sealed envelope super scribing*

### **"Technical Bid"**

*Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016*

**Name of Tender: Rate Contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

IX) *Tender shall not be accepted if the bidder fails to submit requested documents as above in his Technical Bid.*

Important Note:-Only those bidders who qualify the Technical Qualification Stage shall be considered for Financial Evaluation.



### III FINANCIAL BID

Rates for the items should be quoted in the given format “**Annexure-VI**” by the Bidder Agency.

The rates should be quoted in Indian Rupees in figure as well as in words only.

- I) All quoted rates should be inclusive of freight charges, packing charges, forwarding & insurance Charges, Transportation, applicable Taxes and other expenses for supply of items up to F.O.R. AIIMS Bhopal etc. The supply of Goods/Stores/Articles will be made in good conditions to the respective stores by the bidder at their own cost up to F.O.R. to AIIMS Bhopal. Quoted Price means each and every expenditure for supply of items up to F.O.R. has been taken on account by the Bidder during Quoting his price on “Financial Bid” of this Tender, AIIMS Bhopal will not pay any extra Amount beyond the accepted Price of L-1 to any Bidder.
- II) No increase in quoted price and change in quality of product will be allowed during the validity of tender period.
- III) Bidder will quote firm rates inclusive of all Taxes & expenditure up to F.O.R. to AIIMS Bhopal basis. No condition like discount in price, free goods/ incentives will be accepted towards finalization of the tenders. Rates should be according to a unit e.g. cost per Meter and not in any other form. Quoting of rates in variation to the prescribed unit will authorize the Competent Authority to cancel the quotation without any information to the bidder.
- IV) No item should be quoted with price more than the M.R.P. The prices should be quoted strictly in accordance with unit/quantity mentioned in the Financial Bid format.
- V) **Fall Clause:** If at any time during the execution of the contract, the Contractor/Manufacture/Distributor/Dealer reduces the sale price or sells or offers to sell such stores, as are covered under the contract, to any person/organization including the purchaser or any department of Central Government or any department of AIIMS Bhopal Hospital/PSUs at a price lower than the price chargeable under the contract during the Current Financial Year, he shall forthwith notify Medical Superintendent, The necessary difference amount about such reduction or sale or offer of sale to the purchaser and the price payable under the contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale shall stand correspondingly reduced and deposited to AIIMS Bhopal by the Bidder or AIIMS Bhopal will deduct from the pending bills/Performance Security Deposit to recover the loss to the Government.

VI) The *Financial Bid Documents in a sealed envelope super scribing*

### “Financial Bid”

*Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016*

**Name of Tender: Rate Contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

VII) The L-1 will decide on each of requested Hospital LINEN on per Meter Lowest cost basis.

**For any enquiry on this tender please email: [stores@aiimsbhopal.edu.in](mailto:stores@aiimsbhopal.edu.in)**

(Admn Officer)  
AIIMS Bhopal



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**GENERAL TERMS AND CONDITIONS**

- A. Bidders are required to submit the samples of Hospital LINEN as per the requirement schedule in a sealed envelope properly tagged and superscripted. In the tender box placed in the office of the Office of the Stores Officer, 1st Floor, E-Wing, Medical College Building, AIIMS Bhopal before closing date and time of the bids i.e. 04.03.2016 and 14.00 hrs. Non-submission of samples will invite rejection of the bid.
- B. Tenders should be quoted only by the actual manufacturer or their authorized distributors or dealers of a particular firm. It should submit a current authority letter in support of the same from the actual manufacturer concerned in the format given at “**Annexure-VIII**”. The bidder is responsible for the supply of stores. If the Principal Manufacturer withdraws rights of distribution from the bidder during validity period of rate contract, Medical Superintendent has right to cancel the eligibility of the bidder and accept the candidature of new coming authorized distributor. For supplying items at approved rates new coming firm may have to deposit the EMD.
- C. The bidder should submit an undertaking for acceptance of Terms & Conditions “**Annexure-II**” to the effect that they have necessary infrastructure for supply the approved Raw Linen Than items as and when required by the indenter.

The Director, AIIMS Bhopal has full authority to take into account the performance of manufacturer/authorized dealer or distributor/bidder and they should submit a latest performance certificate from any other Govt. Hospitals/Institutions/PSUs to testify the proper dealing & performance of the participating Tenderer for similar nature supply works.

**DELIVERY OF THE SUPPLIES/STORES: -**

- I. Delivery of stores shall be **F.O.R to AIIMS Bhopal**. The AIIMS Bhopal Hospital is not liable for payments on account of freight/taxes/expenditures, which are to be paid inclusively by the suppliers.
- II. The firm will be bound to supply the ordered Linen items within 35 days/period as mentioned in the Purchase Order. Thereafter suitable action as deemed fit, will be initiated. The hospital will recover the general damages or extra expenditure incurred in the risk purchase at the risk and cost of bidder and amount paid in excess shall be deducted from their pending bills. The above shall be in addition to forfeiture of Bid Security and black listing of the firm depending upon the circumstances of the default/merit of the case.
- III. The Director, AIIMS Bhopal reserves the right to extend the period of delivery subject to imposition of a penalty of 5% of the value of order per day for delayed supply with prior permission subject to a maximum of 10% of the total value of the order. Maximum delay of only 15 days is admissible. No supplies will be entertained after expiry of 45 days from date of issue of supply order on e-mail as supply order will be treated as cancelled without any further reference and order shall be placed to L2 bidder and difference of cost shall be recovered from the EMD/Performance Security and action as deemed fit shall be initiated against the firm.





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- IV. Part/Partial supply will not be accepted. For non-supply or part/partial supply, EMD/Performance Security Deposit will be forfeited in full with reference to Clause mentioned above.

**INSPECTION OF SUPPLIES:-**

- I) Inspection will be done by the duly constituted committee and or authorized representatives in AIIMS Bhopal Hospital premises at designated place The Consignee Receipt Certificate and Final Acceptance Certificate will issue to the supplier Agency by the constituted committee and this needs to be submitted with the payment claim of the supplier agency on each occasion when the Order placed.
- II) No payment shall be made for rejected material. The Tenderers would remove rejected items within one week of the date of rejection at their own cost and replace the same immediately. In case these are not removed, these will be disposed of in a manner as deemed fit by the authorities at the risk and responsibility of the suppliers without any further notice. Every substandard supply will attract deemed penalty @ 0.05% per week and subject to maximum @5% of the Total Cost of the supply Order and LD/Penalty will be deducted from their EMD/pending payment/ performance security etc. by AIIMS Bhopal. The Director, AIIMS Bhopal will reserved the right to impose penalty as mentioned above, as deemed fit, to resort to risk purchase in full or part thereof at his/her discretion, his/her decision shall be final and binding.

**PAYMENTS: -**

Payments will be made only after the acceptance of the supplies as per terms and conditions and specification against the supply order in the designated place of Hospital or Hospital stores duly approved on satisfactory inspection, acceptance in the concerned department in good condition against the pre-receipted bills in triplicate along with delivery challans, Consignee Receipt Certificate and Final Acceptance Certificate.

**OTHERS:-**

Technical Evaluation Committee/Procurement Committee and other committees as constituted by the Director will decide regarding approval of samples and rates and quantities required to be procured (i.e. increase/decrease in either side as indicated in Annexure-I) as per requirement of AIIMS Bhopal basis. Decision of the Director will be final and binding to all parties.

**PACKING & MARKING OF SUPPLIES:-**

The firm shall supply the stores with proper packing and marking for transit so as to be received at destination free from any loss or damage. The supplies shall be ordered in staggered manner usually quarterly.

**DISPUTES AND ARBITRATION: -**

All disputes or differences arising during the execution of the contract shall be resolved by the mutual discussion failing which the matter will be referred to an Arbitrator who will appointed by the Director, AIIMS Bhopal for Arbitration for settlement of disputes in accordance with Arbitration & Conciliation Act 1996 or its subsequent amendment, whose decision shall be binding on the contracting parties.



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**THE CONTRACT: -**

The rates approved shall remain **valid for initial one year period** and shall be extendable for another year on mutual agreement basis. The laws of the Government of India shall govern this contract. The Court of Bhopal shall alone have jurisdiction to decide any dispute arising out of or in respect of the contract.

**PERFORMANCE SECURITY DEPOSIT (for 15 Months):-**

The successful Bidder will liable to deposit 10% of value of the Contract/Purchase Order as Performance Security Deposit in favour of "Director, AIIMS Bhopal" by way of "Performance Bank Guarantee in the format given at "Annexure-X"/Fixed Demand Receipt" from nationalized/Commercial Bank refundable after expiry of the tenders/or after the completion of 1 years period + 3 months (valid for i.e.15 months) in case of supply of Hospital LINEN. No dues certificate from the concerned departments/authorities. Security Deposit/EMD is liable to be forfeited if the bidder withdraws or impairs or derogates the bid in any respect.

No bidder/or his representative shall bring or attempt to bring any political or other outside influence to bear upon any superior authority or hospital functionaries to further this business interest. In doing so, tender of the concerned bidder will be rejected without assigning any reason.

**Exclusive right: The Director, AIIMS Bhopal, India.**

The Director, AIIMS Bhopal, India has the full and exclusive right to accept or reject, increase or decrease order quantity, any or all the tenders without assigning any reasons and also to cancel the supply at any time without assigning any reason.

***For any enquiry on this tender please email: stores@aiimsbhopal.edu.in***

**(Admn Officer)  
AIIMS Bhopal**

**Please see annexure enclosed: - Annexure-I to XI**



## Annexure-I

### Schedule of Requirement

Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016

### **Name of Tender: Rate Contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

The quantities of item/items as per the decision of Director/Medical Superintendent, AIIMS Bhopal will be increased/decreased as per the actual requirement of AIIMS Bhopal during the concurrency of this Rate Contract. The prospective Tenderers are advised to read carefully following special terms and conditions required for mandatory compliance as per AIIMS Bhopal requirement before participation:-

1. The Quantities intimated in this Schedule of Requirement are an approximation.
2. The Estimated Quantities will vary, either increase or decrease and the decision of the Director/Medical Superintendent AIIMS, which shall be final and binding to all parties.
3. Each Tenderer should submit two sets of samples of each of type of Hospital LINEN in sealed envelope superscripted the tender Id and name as suggested above before closing date time of this Tender. The two sets of samples required due to one will use for testing and second will use for future comparing of the supplies. In case of non- availability of samples, during the Technical Bid Evaluation as per AIIMS Bhopal, Bids would be automatically rejected on the ground of non-submission of the Samples. The technical qualification of the bid shall be determined on the basis of the quality and technical specifications mentioned in the bid document.
4. Only on Qualifying the desired Quality Parameters examined and approved by the Technical Expert Committee, Nominated by Director/Medical Superintendent, the supply will be accepted at AIIMS Bhopal.
5. Failure of adequate supply within the stipulated supply time period communicated through the Purchase Order to L-1 Tenderer by AIIMS Bhopal, on two occasions / failure on quality parameter of supplied item/items will automatically enforce penal action in the form of blacklisting or principal manufacturer for 5 years and the desired items shall be procured from the open market as per the satisfaction of AIIMS Bhopal Expert Technical Committee, Nominated by Director/Medical Superintendent to meet the urgent requirement of the Institute on the cost of the L-1 Rate offered Vendor and the same will be recovered from his Outstanding Bills/Performance Security Deposit by AIIMS Bhopal.
6. Under rare circumstances some of these items may not be asked for / ordered for less than the annual demand due to unforeseen conditions and the decision of Director/Medical Superintendent in this regard shall be final.



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**Hospital Linen Requirement Schedule: Tentative Quantity and desired Technical Specifications:-**

S. No.	Type of cloth	Purpose/ Use	Colour	Tentative Qty (in Mtrs.)	Measurement		Technical Specification			
					Width	Weight (gm/meter)	Composition Percentage	Density	Thread Count/ cm	Absorbency after 10 min of soaking
1	Polyster-viscos/Trovine	Uniform for OT	Ice Blue	1500	57"	260-270	65 Polyester + 35%Viscos	100*96	32*34	100ml/meter
2	100% Cotton Fabric	Bedding	White/light pink/light sky blue	1800	60"	160-170	100% cotton	80*50	30*28	115 ml/meter
3	100% Cotton Fabric	OT Gown	Bottle green	800	58"	170-180	100% cotton	70*46	28*25	175 ml/meter
4	Casement Metty cloth	OT drapes/sheets	Dark Green	2000	57"	290-300	100% cotton		20*15	335 ml/meter
5	Poplin cloth	Various type of work +patient dress	Sky Blue & light grey	2000	57"	150-160	100% cotton	132*72	30*25	110 ml/meter
6	Toweling	Various type of work	Snow White	1000	62"	600-150	100%cotton		15*20	1450 ml/meter
7	Markin cloth	Various type of work	Natural fiber color	500	57"	100-120	100% cotton	58*66	20*35	150 ml/meter
8	Flannel cloth	Infant's & Baby patient's dress	Animal & flower print	250	58"	250	100%cotton	40*42	20*10	400 ml/meter
9	Duster Cloth	For Cleaning	-----	500	40"	320-350 gm/Piece	100%cotton		10*10	380 ml/meter

**Note:** All Tenderers should quote item/items with following approved standards:-

- The Evaluation and selection of the cloth for approval for next stage will be whole decided by a committee duly constituted based on quality and meeting above mentioned technical requirements.
- L1 will be decided on the basis of price/meter inclusive of all Taxes and Expenditure up to F.O.R. AIIMS Bhopal for each of Hospital LINEN.
- Substandard/ rejected items must be replaced within 1 Week time by the approved Supplier Agency on receiving intimation from AIIMS Bhopal.



Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016

**Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

**UNDERTAKING**

**FOR COMPLIANCE OF ALL TERMS & CONDITIONS MENTIONED IN THIS TENDER DOCUMENT**

*(To be executed on Rs. 100/-Non-judicial Stamp Paper duly attested by Public Notary)*

To

The Director,  
AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP), India

Sir,

1. The undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them. I have no objection for any of the content of the tender document and I undertake not to submit any complaint/ representation against the tender document after submission date and time of the tender. The rates quoted by me/us are valid and binding on me/us for acceptance till the validity of tender.
2. I/We undersigned hereby bind myself/ourselves to ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL, SAKET NAGAR, BHOPAL-462020 (MP) INDIA to supply the approved awarded items in the approved prices to AIIMS Bhopal, during the Rate Contract period under this contract.
3. The articles shall be of the best quality and of the kind as per the requirement of the institution. The decision of the Director, AIIMS Bhopal, India (herein after called the said Officer) as regard to the quality and kind of article shall be final and binding on me.
4. Bid security/Performance security 10% of the cost of the supply value shall be deposited by me in the form of DD/FDR/Bank Guarantee in the name of "The Director, All India Institute of Medical Sciences, Bhopal (India)" as attached herewith and shall remain in the custody of the Director till the validity of the Tender Contract plus three month (i.e. for 15 months).
5. Should the said officer deem it necessary to change any article on being found of inferior quality, it shall be replaced by me/us free of cost in time to prevent inconvenience.
6. I/We hereby undertake to supply the items during the validity of tender as per directions given in supply order within stipulated period positively.
7. If I/We fail to supply the stores in stipulated period the AIIMS Bhopal hospital has full power to compound or forfeit the Bid Security/Security Deposit.
8. I/We declare that no legal/financial irregularities are pending against the proprietor/partner of the tendering firm or manufacturer.
9. I/We undertake that the rates quoted by me when approved and selected by the Director, AIIMS Bhopal will be valid for initial one year period from the date of approval of the rate contract in the format given in Annexure-XI or till extended as mutually agreed upon. I



अखिल भारतीय आयुर्विज्ञान संस्थान  
ALL INDIA INSTITUTE OF MEDICAL SCIENCES

साकेत नगर भोपाल (मध्यप्रदेश) - ४६२०२०

Saket Nagar, Bhopal (M.P.) - 462020

Website : www.aiimsbhopal.edu.in

undertake to supply the stores within 35 days. I undertake to supply the order within stipulated period and if fail to supply order during the stipulated period the necessary action can be taken by the Director, AIIMS Bhopal, India.

10. I/We undertake that if the rates of any items are lowered due to any reason, I will charge the lower rates.
11. I/We undertake that the items supplied are as per sample/catalogue/technical literature description.
12. I/We undertake that the quoted rates are not higher than that approved in any other Govt. institutions in India for the same items during the current Financial Year.
13. Affidavit regarding No CBI inquiry/FEMA/Criminal proceeding/Black listing is pending or going on against the manufacturer/Bidder firm is also enclosed. None of my relative is posted /working in AIIMS Bhopal. I undertake that I will not submit any irrelevant documents with the tender and in doing so I will not have any objection if my tender is rejected on that ground.
14. I/we do hereby confirm that the prices/rates quoted are fixed and are at par with the prices quoted by me/us to any other Govt. of India/Govt. Hospitals/Medical Institutions/PSUs. I/we also offer to supply the stores at the prices and rates not exceeding those mentioned in the Financial Bid.

**Affirmation**

I/We pledge and solemnly affirm that the information submitted in tender documents is true to the best of my knowledge and belief. I further pledge and solemnly affirm that nothing has been concealed by me and if anything adverse comes to the notice of purchaser during the validity of tender period The Director, All India Institute of Medical Sciences, Bhopal (India) will have full authority to take appropriate action as he/she may deem fit.

**Signature of Bidder**

**(Name of Bidder Company with Seal )**

Place .....

Date.....



**Tender No. 227.1 AIIMS Bhopal/Central Store/RC–Supply of Hospital Linen/2015-16/01  
Dated 10.02.2016**

**Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal  
Hospital.**

**CRIMINAL LIABILITY UNDERTAKING**

*(To be executed on Rs.100/-Non-judicial Stamp Paper duly attested by Public Notary)*

I/We.....S/o..... Resident of  
.....

..... Do solemnly pledge and affirm: -

1. That I am the proprietor /partner/authorized signatory of

M/s. ....

2. That my firm has not been declared defaulter by any Govt. Agency and that NO case of any nature i.e. CBI/FEMA/Criminal/Income Tax/VAT/ Sales Tax/ Blacklisting is pending against my firm.

Name & Signature

**Seal of the participating Bidder Company with Date**

Affirmation/Verification



Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016

**Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

**PRE-QUALIFICATION CHECK LIST**

**(Submit Signed and Stamped copy in Pre-Qualification Bid Envelope)**

S. NO.	NAME OF DOCUMENT REQUIRED*	YES	NO	Remarks
I	Original copy of EMD Deposit of Rs. 20,000/- (Twenty Thousand) in the form of DD/FDR/BG in favour of "Director, AIIMS Bhopal"			
II	Original Copy of Tender Document Fee of Rs. 1050/- in the form of DD/Banker's Cheque in favour of "Director, AIIMS Bhopal".			
III	Original Signed and Notarized Attested copy of Undertaking as per prescribed format on non-judicial stamp paper worth of Rs. 100/- marked as <b>Annexure-II</b> in the tender document duly attested by Notary Public.			
IV	Signed and Notarised copy of Criminal Liability undertaking on non-judicial stamp paper worth of Rs. 50/- as per prescribed format regarding CBI case/FEMA/Criminal case/Income tax case VAT/Sales Tax case/ Black listing not pending against the bidder or manufacturer/firm/company by Drug licensing authority/Statutory Authority marked as <b>Annexure-III</b> in tender Document.			
V	Signed and Self Attested photocopy of PAN card of the firm/company/proprietor issued by income tax department.			
VI	Signed and Self Attested copy of Income tax return of the firm/company for the three Financial year 2012-13, 2013-14, 2014-15.			
IX	Signed and Self Attested Copies of average Turnover of Rs. 5 Lakh including Profit and Loss Accounts for during last Three previous Financial Years of the participating firm. The Letter from Company Secretary/Chartered Accountant is also needed to be enclosed.			
X	Legible copy of Company Incorporation/Firm Registration along with address, contact details must be enclosed in the Pre-Qualification Bid envelope.			





अखिल भारतीय आयुर्विज्ञान संस्थान  
ALL INDIA INSTITUTE OF MEDICAL SCIENCES  
साकेत नगर भोपाल (मध्यप्रदेश) - ४६२०२०  
Saket Nagar, Bhopal (M.P.) - 462020  
Website : www.aiimsbhopal.edu.in

XI	Legible copy of the authorization from proprietor / owner to sign the documents in case the owner/proprietor is not signing the tender document. In case of partnership, the copy of authorization to sign the tender document should be submitted by the other partner / partners. Copy of partnership deed should also be submitted.			
XII	Self Attested and stamped Check list of Pre-qualification required documents as per <b>Annexure-IV</b> .			

**Signature, Name of Authorized Person of the Bidder with Date & Seal**

Contact Cell No. : .....Email ID : .....

\*Note:(v) in applicable column.

[For office use only] Bid is Accepted/rejected

Signature -----  
with name & date

Signature -----  
with name & date

Signature -----  
with name & date



## Annexure-V

Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016

Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.

### TECHNICAL BID

(Submit duly Signed and Stamped copy in Technical Bid Envelope)

No.	Type of cloth	Purpose/ Use	Absorbency after 10 min of soaking	Measurement		Technical Specification			
				Width	Weight (gm/ meter)	Composition Percentage	Density	Thread Count/ cm	Deviation to specification if any with reason
1	Polyster- viscos/Trovine	Uniform for OT							
2	100% Cotton Fabric	Bedding							
3	100% Cotton Fabric	OT Gown							
4	Casement Metty cloth	OT drapes/sheets							
5	Poplin cloth	Various type of work +patient dress							
6	Toweling	Various type of work							
7	Markin cloth	Various type of work							
8	Flannel cloth	Infant's & Baby patient's dress							
9	Duster Cloth	For Cleaning							

Signature, Name of Authorized Person of the Bidder with Date & Seal

Contact Cell No. : ..... Email ID : .....



**ANNEXURE-VI**

Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016

Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.

**FINANCIAL BID**

**(Submit duly Signed and Stamped copy in Financial Bid Envelope)**

S. No.	Type of Hospital LINEN	Name of Brand/ Company Quoted	Price Per Meter Inclusive of all (INR) (in figure)	Price Per Meter inclusive of all (INR) (in words)
1	Polyster-viscos/Trovine			
2	100% Cotton Fabric			
3	100% Cotton Fabric			
4	Casement Metty cloth			
5	Poplin cloth			
6	Toweling			
7	Markin cloth			
8	Flannel cloth			
9	Duster Cloth			

1. The Bidder will quote firm rates inclusive of all Taxes & expenditure upto F.O.R. to AIIMS Bhopal basis.

2. L1 for each type of Hospital LINEN per Meter unit Rate basis.

Name(s) & Signature of Authorized person of the Bidder Company with seal

Name of the Firm .....Date..... Place.....



## ANNEXURE-VII

Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016

**Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

### TERMS & CONDITIONS OF SUPPLY ORDER'S

1. The store should be supplied strictly in accordance with the supply order and with the approved specification/ samples.
2. The supply should be made between 9.30am to 2.30pm on any of the working day and 9.30am to 12.00pm on Saturday. Part supply will be entertained only in exceptional cases with prior approval of competent authority. However in case due to any reason part supply has been made the payment will be made only after the completion of complete supply.
3. Supplier must ensure that every challan is to be submitted in the concerned store along with the supplies. The number and date of delivery challan must be indicated on the bill.
4. Triplicate bills duly, pre receipted on appropriate revenue stamp affixed be submitted in the name of the Medical Superintendent in respective stores.
5. The bill should be in printed form having printed bill number, VAT/CST/TIN Number.
6. For Linen items supply time will be 35 days from the date of issue of Purchase Order.
7. The Director, All India Institute of Medical Sciences, Bhopal (India) reserves the right to extend the delivery period subject to imposition of a penalty of 1% per day for delayed supply subject to maximum of 10% of the value of the order (Maximum 10 days @1.00%)
8. All rejected stores shall be at the risk of the supplier and must be removed immediately.
9. Guarantee/Warranty Certificate must be provided, at the time of supply (if applicable).
10. In case it is a computer-generated bill, it must have the seal of the firm affixed on it.

**Name(s) & Signature of Authorized person of the Bidder Company with seal**

**Name of the Firm .....Date..... Place.....**



**Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016**

**Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

## **MANUFACTURER'S AUTHORISATION FORM**

To,  
The "Director",  
All India Institute of Medical Sciences (AIIMS) Bhopal  
Saket Nagar, Bhopal- 462 020 (MP) INDIA

Dear Sirs,

Ref. Your Tender document No \_\_\_\_\_, dated \_\_\_\_\_  
We, \_\_\_\_\_ who  
are proven and reputable manufacturers of \_\_\_\_\_  
(name and description of Raw Linen Than Items offered in the tender) having factories at  
\_\_\_\_\_, hereby  
authorise M/s \_\_\_\_\_ (name and address of the  
agent) to submit a tender, process the same further and enter into a contract with you  
against your requirement as contained in the above referred Tender Enquiry documents for  
the above Stores manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs.  
\_\_\_\_\_ (name and address of  
the above agent) is authorized to submit a tender, process the same further and enter into a  
contract with you against your requirement as contained in the above referred Tender  
Enquiry documents for the above Stores manufactured by us.

We also hereby confirm that we would be responsible for the satisfactory execution of  
contract placed on the authorized agent.

We also confirm that the price quoted by our agent shall not exceed than that which we  
would have quoted directly.

Yours faithfully,

[Signature with date, name and designation]  
for and on behalf of Messrs \_\_\_\_\_  
[ Name & address of the manufacturers ]

### **Note:-**

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed by a person competent and having the power of attorney to legally bind the manufacturer.
2. Original letter's duly signed and stamped must be enclosed in the Pre-Qualification Bid Documents and Technical Bid Documents.



**ANNEXURE-IX**

**Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016**  
**Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

**EMD BANK GUARANTEE (EMD-BG) FORMAT**

Whereas \_\_\_\_\_  
(hereinafter called the "Bidder") has submitted its quotation dated \_\_\_\_\_ for the supply of \_\_\_\_\_ (hereinafter called the "Tender") against the Purchaser's Tender Enquiry No. \_\_\_\_\_ Know all persons by these presents that we \_\_\_\_\_ of \_\_\_\_\_ (Hereinafter called the "Bank") having our registered office at \_\_\_\_\_ are bound unto \_\_\_\_\_ (hereinafter called the "Purchaser") in the sum of \_\_\_\_\_ for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_. The conditions of this obligation are:

- (1) If the Bidder withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the Bidder having been notified of the acceptance of his tender by the Purchaser during the period of its validity (180 Days):-
  - a) fails or refuses to furnish the performance security for the due performance of the contract.  
or
  - b) fails or refuses to accept/execute the contract.  
or
  - c) if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition(s).

This EMD Bank Guarantee will remain in force for a period of additional 90 Days (Ninety days) after the period of tender validity (90 Days) i.e. total validity of EMD should be 180 Days from the scheduled date of submission of Bid and any demand in respect thereof should reach the Bank not later than the above date.

**Signature of the authorized Office of the issuing Branch of the Bank** \_\_\_\_\_

**Name and designation of the Officer** \_\_\_\_\_

**Seal, Name & Address of the Bank** \_\_\_\_\_

**Address of the issuing Branch with Telephone No. & Email ID** \_\_\_\_\_



**ANNEXURE-X**

Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016  
Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.

**PERFORMANCE SECURITY BANK GUARANTEE FORMAT**

To,

The "Director",  
All India Institute of Medical Sciences (AIIMS) Bhopal  
Saket Nagar, Bhopal- 462 020 (MP) INDIA

WHEREAS \_\_\_\_\_ (Name and address of the supplier) (Hereinafter called "the supplier") has undertaken, in pursuance of contract no \_\_\_\_\_ dated \_\_\_\_\_ to supply (Stores) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognised by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of \_\_\_\_\_ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to 15 (Fifteen) months from the date of satisfactory acceptance of Supplies in the User Department at AIIMS Bhopal i.e. up to \_\_\_\_\_ (indicate date).

.....  
(Signature with date of the authorised officer of the Bank)

.....  
Name and designation of the officer

.....  
Seal, name & address of the Bank and address of the issuing Branch,  
including Telephone No. & Email ID



## ANNEXURE-XI

Tender No. 227.1 AIIMS Bhopal/Central Store/RC-Supply of Hospital Linen/2015-16/01 Dated 10.02.2016

**Name of Tender: Rate contract for Supply of Hospital LINEN for AIIMS Bhopal Hospital.**

### **ANNUAL RATE CONTRACT FORM**

**(Form for Entering into Rate Contract with the Qualified Tenderer on Non Judicial Stamp Paper worth of Rs.100/-)**

**(Address of the Purchaser's/Consignee's office issuing the contract)**

Contract No \_\_\_\_\_ dated \_\_\_\_\_

**( Valid for Two Year from the date of Commencement).**

### **First Party (Purchaser/Consignee)**

**The Director,  
AIIMS Bhopal  
Saket Nagar, Bhopal-462 020 (MP)**

1. Purchaser's Tender Enquiry document

No \_\_\_\_\_ dated \_\_\_\_\_  
and subsequent Amendment No \_\_\_\_\_, dated \_\_\_\_\_ (if  
any), issued by the purchaser.

**This is in continuation to this office's Notification of Award  
No \_\_\_\_\_ dated \_\_\_\_\_**

### **Second Party (Supplier Agency)**

2. Name & address of the Supplier:

3. Supplier's Bid Ref. No \_\_\_\_\_  
dated \_\_\_\_\_ and subsequent communication(s)  
No \_\_\_\_\_ dated \_\_\_\_\_ (if any), exchanged between the  
supplier and the purchaser in connection with this tender.







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Any other additional services (if applicable) and cost thereof:  
Total value (in figure) \_\_\_\_\_ (In words)

(ii) Delivery schedule : 35 Days from date of Purchase Order issued

(iii) Quality Control :-

(a) Lot No(s). Batch No(s), and place(s) of conducting inspections and tests.

(iv) Destination and dispatch instructions—AIIMS Bhopal, Saket Nagar, Bhopal-462 020 (MP)

(v) Consignee (s)

(a) Paying authority – Director, AIIMS Bhopal

\_\_\_\_\_  
(Signature, name and address  
of the Purchaser's/Consignee's authorized official)  
For and on behalf of Director, AIIMS Bhopal, Saket Nagar, Bhopal

**Received and accepted this contract**

(Signature, name and address of the supplier's executive  
duly authorized to sign on behalf of the supplier)

For and on behalf of

\_\_\_\_\_

(Name and address of the Supplier)

(Seal of the supplier)

Date: \_\_\_\_\_

Place: \_\_\_\_\_

\*\*\*\*\*