

**NOTICE INVITING BID**  
**FOR**  
**"SUPPLY OF AUDIO VISUAL SOLUTION (Hardware & Software)"**  
**AT**  
**ALL INDIA INSTITUTE OF MEDICAL SCIENCES, NAGPUR.**

**CRITICAL DATE SHEET**

Published Date	05 <sup>TH</sup> OCTOBER, 2018
Bid Document Download/Sale Start Date	
Pre bid Meeting	
Bid Submission Start Date	05 <sup>TH</sup> OCTOBER, 2018
Bid Document Download/Sale End Date	
Bid Submission End Date	22 <sup>ND</sup> OCTOBER, 2018
Bid Opening Date	25TH OCTOBER, 2018

**DISCLAIMER**

This tender is not an offer by the All India Institute of Medical Sciences, Nagpur, but an invitation to receive offer from bidders/firm/agency, etc. No contractual obligation whatsoever shall arise from this tender process unless and until as formal contract is signed and executed by duly authorized officers of AIIMS, Nagpur with the selected bidder/firm/agency.

All India Institute of Medical Sciences, Nagpur.  
Government Medical College Campus, Hanuman Nagar, NAGPUR-440 003.  
Tele : (0712) 2744447      email : aiimsnagpur1@gmail.com

# अखिलभारतीयआयुर्विज्ञानसंस्थाननागपुर

## ALL INDIA INSTITUTE OF MEDICAL SCIENCES, NAGPUR

Address: Government Medical College Campus, Hanuman Nagar, Nagpur 440003

Email: - [aiimsnagpur1@gmail.com](mailto:aiimsnagpur1@gmail.com)

Ph.No.0712-2744447

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01. Bids are invited on single stage two bid system for "**Supply of Audio Visual Solution (Hardware and Software)**" for AIIMS, Nagpur.

The Technical bid should include the detailed specifications of main item/equipment and its accessories. All items should be numbered as indicated in the Annexure I (Any deviation should be clearly mentioned and supporting document should be submitted).

02. **Quotations should be valid for 180 days** from the tender due date i.e. tender opening date. The bidder should clearly indicate the period of delivery and other terms.
03. Bidder must provide evidence of having supplied government hospital/reputed private hospital/organizations in India similar nature of items of at least Rs. 7,00,000/- (Rupees Seven Lakhs ) of Supply of Audio Visual Solution (Hardware and Software) of tender value in the last three years and the copy of the same should be uploaded.
04. The firm should be registered and should have the average annual turnover at least Rs. 14,00,000/- in the last three financial years. Copies of authenticated balance sheet for the past three financial years should be uploaded.
05. Tender value : Rs. 14,00,000/- (Rupees Fourteen Lakhs only).
06. The bid must be accompanied by copy of PAN, Certificate of firm/company registration, GST registration.
07. The GST registration details may please be furnished.
08. The quantity shown against each item is approximate and may vary as per demand of the Institute at the time of placement of order.
09. The bidder must be able to provide the product/items within specified time period as prescribed in the Purchase Order, failing which the EMD will be forfeited. Furthermore on completion of the stipulated time period, Purchase Order will be cancelled and award will be given to another qualified bidder with the negotiated terms and conditions as per Institutes norms.
10. In the event of any dispute or difference(s) between the vendee (AIIMS, Nagpur) and the vendor(s) arising out of non-supply of material or supplies not found according to the specifications or any other cause whatsoever relating to the supply or purchase order before or after the supply has been executed, shall be referred to the Deputy Director (Admin), Nagpur who may decide the matter himself or may appoint Arbitrator(s) under the Arbitration and Conciliation Act, 1996. The decision of the Arbitrator shall be final and binding on both the parties.
11. The place of Arbitration and the language to be used in arbitral proceedings shall be decided by the Arbitrator.
12. All disputes shall be subject to Nagpur Jurisdiction only.

13. AIIMS, Nagpur, reserves the rights to accept or reject any bid in full or in part without assigning any reason thereof, and, also does not bind itself to accept the lowest bid. Any bid containing incorrect and incomplete information shall be liable for rejection.
14. The Bid will be opened at Administrative office at AIIMS, Nagpur premises.
- i) Only those financial bids will be opened whose technical bids are found suitable by the expert committee appointed for the concerned instrument/equipment ;
  - ii) No separate information shall be given to individual bidders. In incomparable situation, the committee may negotiate price with the technically and financially qualified bidder before awarding the bid.
15. Copies of original documents defining the constitution or legal status, place of registration and principal place of business of the company or firm or partnership, etc.

**24. Award of Contract :**

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has bided the lowest evaluated quotation price.

- i) Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
  - ii) The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the bid validity period. The terms of the accepted bid shall be incorporated in the Purchase Order.
- 25 Normal comprehensive warranty/guarantee and CMNC (if applicable) shall be applicable to the supplied goods.
26. Rates should be quoted inclusive of packing, forwarding, postage and transportation charges, etc.
27. The Competent Authority reserves all rights to reject the goods if the same are not found in accordance with the required description/specifications/quality.
28. A brochure displaying clearly the product is to be attached with the bid, if required.
29. **EARNEST MONEY :** Earnest Money of Rs. 42,000/- (Rupees Forty Two Thousand only) by means of a Bank Demand Draft/FD, a scanned copy to be enclosed. It is also clarified that the bids submitted without earnest money will be summarily rejected. The DD/FD may be prepared in the name of: All India Institute of Medical Sciences, Nagpur (AIIMS, NAGPUR). The EMD cost must reach at the Administrative Officer, AIIMS, Government Medical College Campus, Hanuman Nagar, Nagpur-440 003 before the opening of the bid.
- i) No request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the AIIMS, Nagpur, in respect of any previous supply will be entertained. Bidder shall not be permitted to withdraw his bid or modify the terms and conditions thereof. In case the bidder fail to observe and comply with stipulations made herein or back out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
  - ii) Bids without Earnest Money will be summarily rejected.
  - iii) No claim shall lie against the AIIMS, Nagpur in respect of erosion in the value or interest on the amount of the EMD.

- iv) If MSME form is registered for above tendered item, then the firm will be exempted for submission of EMD amount. Firm must submit scanned copy of following documents in support of exemption :
- National Small Industries Corporation (NSIC).
  - Directorate of Handicraft & Handlooms
- v) The Earnest Money will be returned/refunded to the unsuccessful bidder after the bid is decided.
- vi) EMD should remain valid for a period of 45 days beyond the final bid validity period. When the bidder agrees to extend the validity of bid, he shall also extend the validity of EMD suitably. In case the supplier requires any elucidation regarding the tender documents, they are requested to contact the Administrative Officer, AIIMS, Government Medical College Premises, Hanuman Nagar, Nagpur-440 003 or through e-mail : [www.aiimsnagpur.edu.in](http://www.aiimsnagpur.edu.in) on or before the end date of clarification as per critical date sheet.
30. The EMD of the successful bidder will be returned to them without any interest after the submission of Security Deposit/PSD.
31. Other terms and condition applicable as per manual for procurement of goods 2017, General Financial Rules, 2017, etc.

#### **OTHER TERMS & CONDITIONS :**

##### **01. Pre-Qualification Criteria :**

- Bidder should either be the Manufacturer/Dealer/Distributor/Trader/Supplier. Letter of Authorization from Manufacturer for the same and specific to the bidder should be enclosed.
- An undertaking from the original Manufacturer is required stating that they would facilitate the bidder on regular basis with technology/product updates and extend support for the warranty as well. The scanned copy of same is to be uploaded.

##### **02. Performance Guarantee Bond :**

The successful bidder shall have to submit a Performance Guarantee (PG) within 30 (THIRTY) days FROM THE DATE OF ISSUE OF Letter of Award (LOA). Extension of time for submission of PG beyond 30 days but up to 60 days from the date of issue of LOA may be given by the Competent Authority to sign the contract agreement, however, a penal interest of 15 percent per annum shall be charged for the delay beyond 30 days i.e. 31<sup>st</sup> day after the date of issue of LOA. In case of the contract fails to submit the requisite PG even after 60 days from the date of issue of LOA, the contract shall be terminated duly forfeiting the EMD and other dues, if any, payable against the contract. The failed contractor shall be debarred from participating in re-tender (if any) for that item. Performance Guarantee Bond is mandatory.

- Successful supplier/firm should submit performance guarantee as prescribed in favour of "AIIMS Nagpur" and to be received in office premises AIIMS, Nagpur, at C/o Government Medical College, Hanuman Nagar, Nagpur-440 003, before the date of commencement of supply or 30 days from the Purchase Order, which ever is earlier.

- (b) The Performance Guarantee should be established in favour of "AIIMS, Nagpur" through any Scheduled Bank with a clause to enforce the same on their local branch at Nagpur.
- (c) Validity of the Performance Guarantee Bond shall be for a period of 60 (SIXTY) days beyond the entire warranty period from the date of issue of Installation & Commissioning.
- (d) After completing of warranty period of a fresh BG/DD/FDR of 10 percent of CMC cost will be submitted by the supplier for Performance Security Deposit will be released (if applicable).

**03. Delivery & Installation :** Delivery and Installation will be at AIIMS, Nagpur. The successful bidder should strictly adhere to the following delivery schedule supply, installation and commissioning should be effected within 45 days from the date of purchase order and this clause should be strictly adhere to failing which administrative action as deemed fit under rules will be taken against the defaulter.

**04. Penalty :** If the suppliers fails to deliver and place any or all the Equipment or perform the service by the specified date as mentioned in the Purchase Order, an a rate of 0.5 percent per week of delayed value of goods subject to the maximum of 10 percent of delayed goods value will be deducted, afterwards another penalty may be imposed.

**05. Right of Acceptance :** AIIMS, Nagpur, reserves the right to accept or reject any or all quotations without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender. AIIMS, Nagpur, also reserves the right to accept all the equipment/instruments in the given tender or only part of it in any given schedule without assigning any reason.

**06. Validity of the bids :** The bids shall be valid for a period of 180 days from the date of opening of the bids. This has to be so specified by the tenderer in the commercial bid which may be extended, if required.

**07. Risk Purchase and Recovery of sums due :**

Failure or delay in supply of any or all items as per Requisition/Purchase Order, specification or Brand prescribed in the bid, shall be treated as "noncompliance" or "breach of contract" and the order in part or full be arranged from alternative source(s) at the discretion of the Hospital authority and the difference in price has to be recovered from the bidder as mentioned elsewhere.

The amount will be recovered from any of his subsequent/pending bills or Security Deposit.

In case the sum of the above is insufficient to cover the full amount recoverable, the Contractor shall pay to the purchaser, on demand, the remaining balance due.

**08. Communication of Acceptance :**

AIIMS, Nagpur, reserves all right to reject any bid including of those bidders who fail to comply with the instructions without assigning any reasons whatsoever and does not bind itself to accept the lowest or any specific tender. The decision of this Institute in this regard will final and binding.

**09. Training and Demonstration (If required) :**Suppliers needs to provide adequate training and demonstration at AIIMS, Nagpur to the nominated person of AIIMS, Nagpur at their cost. AIIMS Nagpur will not bear any training or living expenditure in this regard. The Supplier should arrange for regular weekly visit to the AIIMS, Nagpur campus by it's technical team and assist in maintenance of the item/equipment within the warranty period. Assistance limited to locking companies with manufacturer will not be considered sufficient.

**10. Guarantee/Warranty, Service, Maintenance :**The bidder must quote for 2 (TWO) years onsite warranty for Audio Visual Solution (Hardware & Software) from the date of completion of the satisfactory installation as certified by the stipulated committee. The warranty charges shall not be quoted separately otherwise, the bid shall be summarily rejected.

**11. Insolvency, etc :** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a Court or any other under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any other conditions herein specified, AIIMS, Nagpur, shall have the power to terminate the contract without any prior notice.

**12. Force Majeure :** If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, exception, epidemics, quarantine restriction, strikers lockout or act of God (hereinafter referred to as events) provided notice of happening of any such eventuality is given by party to other within 21 days from the date of occurrence thereof, neither party shall be reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against other in respect of such non-performance or delay in performance and deliveries have been so resumed or not shall be final and conclusive.

Further, that if the performance in whole or in part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days, AIIMS, Nagpur may at least have the option to terminate the contract.

**13. Breach of Terms and Conditions :** In the case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the contract without assigning any reasons thereof and nothing will be payable by AIIMS, Nagpur. In that event the security deposit shall also stand forfeited.

**14. Subletting of contract :** The firm shall not assign or sublet the contract or any part of it to any other person or party without having first obtained permission in writing of AIIMS, Nagpur, which will be at liberty to refuse if it thinks fit. The tender is not transferable.

**15. Right to call upon information regarding status of contract :** The AIIMS, Nagpur, will have the right to call upon information regarding the status of contract at any point of time.

**16. Terms of Payment :** Payment shall be made in Indian Rupees as specified in the contract in the following manner :-

(a) **On delivery :** 70 percent payment of the contract price shall be paid on receipt of goods in condition at the consignee premises and up on the submission of the following documents :

- (i) Four copies of supplier's invoice showing contract number, goods description quantity, unit price and total amount ;
- (ii) Consignee Receipt Certificate , in original, issued by the Authorized Representative of the consignee ;
- (iii) Two copies of packing list identifying contents of each package; and
- (iv) Certificate of Warranty/Guarantee.

(b) **On Acceptance :** Balance 30 percent payment would be made against 'Final Acceptance Certificate' of goods to be issued by the Consignee, subject to recoveries, if any, either on account of non-rectification of defects/deficiencies not attended by the Supplier or otherwise.

(c) **Payment for Annual Maintenance Contract Charges :** The Consignee will enter into AMC with the supplier at the rates as stipulated in the contract. The payment of AMC will be made six monthly after satisfactory completion of said period duly certified by the Consignee on receipt of Bank Guarantee.

No. payment shall be made for rejected Stores. Rejected goods must be removed by the supplier within two weeks of the date of issue of rejection advice at their own cost and replace immediately. In case these are not removed these will be auctioned at the risk and responsibility of the suppliers without notice.

17. Any deviation in the material and the specifications from the accepted terms and conditions may liable to be rejected and the suppliers need to supply all the goods in the specified form to the satisfaction/specifications specified in the Purchase Order and demonstrate at their own cost.

18. **Lowest Bidder :** L1 will be decided on total value of each item (item-wise accordingly) for AIIMS, Nagpur.

19. **Technical Bid :** The following documents are required to be submitted by the Bidder along with Technical Bid:

- (a) Scanned copy of bid cost and EMD Cost must be enclosed.

- (b) Please mention that the bidder is Manufacture/Distributor/Dealer/Supplier relevant documents should be enclosed.
- (c) In case of Distributor/Dealer/Trader/Supplier, the bidder must submit specific authorization certificate from ORM/Manufacture (Form C).
- (d) Copy of PAN Card should be enclosed.
- (e) Firm/Company registration certificate should be enclosed.
- (f) GST registration certificate should be enclosed.
- (g) Income Tax Return of last three years should be enclosed.
- (h) Bidder must provide evidence of experience/supplied materials as mentioned in bid document should be enclosed.
- (i) Annual turnover and balance sheet of last three years duly certified by CA mentioned in bid document should be enclosed.
- (j) "Declaration by the Bidder"(Form B) should be submitted as mentioned in bid document should be enclosed.
- (k) Relevant brochure/catalogue pertaining to the items quoted with full specifications, etc.
- (l) An undertaking of manufacturer as per Serial No. 1b of the bid document page No. 05 in case of Distributor/Dealer/Trader/Supplier should be uploaded.
- (m) Bidder must provide a certificate on letter head that proprietor/firm has never been black listed by any Organization should be uploaded.
- (n) Form A with duly filled by bidder should be uploaded.
- (o) Technical Specification Compliance Report
- (p) Have you previously supplied these items to any government/reputed private organization ? If yes, attach the relevant proof. Please provide a certificate on letter head that you have not quoted the price higher than previously supplied to any government Institute/Organization/reputed private organization or DGS & D rate in recent past. If you don't fulfill this criteria, your tender will be outrightly rejected.

**PRICE BID:**

Price Bid in the form of BOQ in excel format only.

**ANNEXURE I**

**TECHNICAL SPECIFICATION**

<b>SR. NO</b>	<b>ITEM DESCRIPTION</b>	<b>QUANTITY FOR SIX SET</b>
01.	(1) JBL Speaker, Model : Control One (2) Audio Receiver, Model: Harmon HK 3770 (3) Studio Master XR 100 (UHF Wireless Microphone 2 Nos, Hand held and 2 Nos Lapel Mike (4) Headband Microphones Model AHUJA HBM 50 speaker cable 100 Meters (5) Speaker Cable (100 Mtr approx.) (6) Steel rack for housing, amplifier and microphone Of D Link make (approx.)	12 Pairs 06 Nos 06 Sets 12 Nos. 06 Nos. 06 Nos.
02.	(1) Whitemark Ceramic White Board (2) HDMI Cable of Logic make 10 meters (3) VGA Cable of Logic make of 10 meters (4) Power cable of 10 meters (5) Wireless dongle EPSON ELPAP 10	06 Nos. 06 Nos. 06 Nos. 06 Nos.
03.	EPSON EB-695 Wi Ultra Short Throw IntractiveIntractive LCD Multimedia Projector	06 Nos.

**FORM C**

**MANUFACTURE'S/PRINCIPAL` AUTHORISATION FORM**

To,

The Administrative Officer,  
All India Institute of Medical Sciences,  
**NAGPUR.**

Dear Sir,

TENDER : \_\_\_\_\_

We, \_\_\_\_\_ who are established and reputable manufacturers of \_\_\_\_\_ having authorize Messrs(Authorised Dealer/Sole Distributor/Supplier) \_\_\_\_\_ (Name and address of agents) to bid, negotiate and conclude the contract with you against Tender No. \_\_\_\_\_ for the above goods manufactured by us. No company or firm or individual other than Messrs \_\_\_\_\_ are authorized to bid, negotiate and conclude the contract in regard to this business against this specific tender.

We hereby extend our full guarantee and warranty as per the conditions of tender for the goods bided for supply against this tender by the above firm.

The authorization is valid upto \_\_\_\_\_

Yours faithfully,

(Name)  
For and on behalf of M/s \_\_\_\_\_  
(Name of Manufacturers/Principal)