

TENDER NOTICE

Sir Sunderal Hospital invites sealed Tender from Manufacturers/Producers/Suppliers of the items for Rate-Contract of (i) Medical Gases: Oxygen, Nitrous Oxide, Carbon dioxide (ii) Milk Single Tone, Double Tone, Skim Milk & Butter Milk with different pack size viz. 200ml. /500ml./1000 ml. for the Financial Year 2016– 17. Interested Manufacturers/ Producers/ Suppliers may submit the quotations directly or through their authorized dealer alongwith complete documents. The Tender Document and other details can be downloaded from the University website i.e. www.bhu.ac.in last date of submission of completed tender document **up to 4.00 PM on or before 11.07.2016** at the office of the Medical Superintendent, S.S. Hospital, BHU.

निविदा सूचना

सर सुन्दरलाल चिकित्सालय द्वारा सत्र 2016-17 हेतु (1) मेडिकल गैसेस:- ऑक्सीजन, नाइट्रस ऑक्साइड, कार्बन डाईऑक्साइड (2) दूध सिंगल टोन, डबल टोन, स्किम दूध व बटर दूध विभिन्न पैक साइज जैसे 200 मिली / 500 मिली / 1000 मिली आदि के दर अनुबंधन के निमित्त मुहरबन्द निविदायें निर्माताओं से आमंत्रित की जाती हैं। इच्छुक निर्माता सीधे तौर पर अथवा अपने अधिकृत डीलर द्वारा संबंधित दस्तावेज सहित अपनी निविदा चिकित्सा अधीक्षक कार्यालय सर सुन्दरलाल चिकित्सालय में दिनांक 11.07.2016 अपराह्न 4 बजे तक जमा कर सकते हैं। निविदा प्रपत्र एवं अन्य संबंधित विवरण विश्वविद्यालय की वेबसाइट www.bhu.ac.in से प्राप्त किया जा सकता है।

चिकित्सा अधीक्षक

DETAILS OF ITEMS FOR TENDER

S.No.	ITEMS	MINIMUM ANNUAL TURN OVER	E.M.D.
1.	Compressed Medical Oxygen Gases for Boyles Apparatus - Anaesthesia Machine, Compressed Medical Oxygen for use in Hospital Wards, Compressed Medical Oxygen for Central Supply Pipeline, Compressed Nitrous Oxide Gas for the Boyles Apparatus – Anaesthesia Machine, Compressed Nitrous Oxide Gas for Central Supply Pipeline, Compressed Carbon Dioxide Gas for Surgical Operations. Medical cylinders must be CCOE certified.	3.0 Crore	2.00 lac
2.	Milk: Single Tone, Double Tone, Skim Milk & butter Milk with different pack size viz. 200ml., 500 ml./1000 ml.	1.00 Crore	0.50 lac

REQUISITE FEE

Cost of Tender Form : **Rs. 500/- (Non-refundable)**

Earnest Money Deposit (E.M.D.) : **In shape of FDR as per detailed**

- Cost of Tender Form is to be submitted through D/D in favour of the Registrar, BHU payable at Varanasi.
- **Earnest Money Deposit (EMD) should be in shape of Fixed Deposit Receipt duly discharged in favour of the Registrar, BHU valid for a period of One year.**
- Tenders received without Earnest Money Deposit, Cost of Tender Form will be summarily rejected.

Tender may be submitted by Registered Post / Speed Post or by Hand in the office of the Medical Superintendent, S.S. Hospital, BHU as per schedule

IMPORTANT INSTRUCTIONS FOR TENDERERS

LAST DATE OF SUBMISSION OF THE OFFER

The offer should be addressed to the **Medical Superintendent, Sir Sunderlal Hospital, Banaras Hindu University, Varanasi** in a sealed cover clearly super scribed with “**Tender Enquiry for Rate Contract for item.....**” **on the face of the envelope and submitted on or before 11.07.2016. Any offer received after the last date shall not be entertained.**

1. RATES

Please quote your lowest rates inclusive of all taxes, duties, whatsoever F.O.R. Destination in following terms only otherwise your offer may not be considered. The rates should include insurance coverage, if necessary for safe delivery. The University shall not pay separately for transit risk insurance. The firm shall be responsible until the stores arrive in good condition at the Destination.

S.N	Name of the Items	Discount offered to BHU	Cost for BHU inclusive all levies

Further, if there is any damage or loss to the stores in transit, the firm will get the stores replaced/repaired to the entire satisfaction of the consignee otherwise cost will be deducted for items found in broken/ unserviceable conditions or short in quantities.

2. DISCOUNT

Kindly indicate the maximum discount allowed for the purpose of rate contract. As the University is an educational institution and the largest Central University of the country, its rate contract is quite prestigious.

3. TAXES AND DUTIES

Please clearly specify the rates for the taxes, duties and other expenses applicable on the stores even if the rates are net. The rate of taxes as applicable should be clearly mentioned in the offer.

In case of sales made by local dealer, only UPTT / VAT can be charged. UPTT / VAT is also not payable to the second importers of the goods in the state.

The CST will be paid only when supplies are made from outside the state of U.P. and are not reimbursable to the local dealers.

4. VALIDITY OF THE OFFER

Since it is rate contract for the financial year 2016– 17 the rates quoted shall remain valid till next Rate Contract is finalized for the next session and no request for rate revision shall be entertained during this period.

5. FALL CLAUSE

- i. The prices charged for the stores supplied under the rate contract by the firm in no event should exceed the lowest price at which the firm sells the stores or offers to sell the stores of identical description to any individual / organization / body etc. during the currency of the rate contract.
- ii. If at any time during the said period, the firm reduces the sales price, sells or offers to sell such stores to any person (s) /organization (s) / body etc including the purchaser or any Department of Central Government or any Department of State Government of any statutory undertaking of the Central or a State Government as the case may be, at a price lower than the price chargeable under the contract, it shall forthwith inform such reduction or sale or offer to sale to the **Medical Superintendent, S.S. Hospital** and the price payable under the contract for stores supplied after the date of coming into force of such reduction or sale or offer to sale shall stand correspondingly reduced. However, if it is discovered later on that the firm failed to inform the University about the reduction in the sale price and continues to charge higher rates, **excess money so charged is liable to be deducted from E.M.D. Further, more such firm is liable to be debarred from doing any business with the University in future.**

6. **EXECUTION OF SUPPLIES AND BILLING**

It is desired that the supplies be made by a manufacturer directly. However, if a manufacturer is not in a position to execute supplies directly and intends to make the same through authorized dealer their name and address should be declared in advance at the time of submission of the offer.

7. **PAYMENT TERMS**

Payments shall be made after satisfactory execution of the order and supply of goods in satisfactory condition on bill basis.

8. **REJECTION CLAUSE**

If the stores received do not conform to the description and quality as contained in the catalogue or have deteriorated (and the decision of the purchaser in that behalf will be final and conclusive) the purchaser will be entitled to reject the said items or such portion, thereof as may be discovered not to conform to the said description and quality. On such rejection the goods will be replaced by the firm at its cost.

If the terms of the quotation etc. are vague, incomplete, contradictory and confusing, the offer will summarily be rejected without any information.

In case of sub-standard supply / non-execution of supply of ordered goods within the stipulated time, the University reserves the right to impose penalty on the concerned firm.

9. The Bidders must agree for immediate free replacement in case any discrepancy is found with regard to quality/quantity of the material to be supplied by them under this Rate Contract.

10. The enclosed **certificates and proforma** (Annexure A,B,C) **must be returned in original** duly filled in and signed ***(Photocopy will not be accepted)***.

11. Printed conditions of tender including there on to reserve or otherwise sent alongwith the tender, if any shall not be binding upon us

12. **ENHANCEMENT OR REDUCTION OF QUANTITIES:** The purchaser shall be at liberty to enhance or reduce the quantity mentioned in the purchase order up to a maximum of 30% without assigning any reasons. The bidder shall comply to such modifications unconditionally provided these are made before completion of the deliveries under the purchase order. Any such change in quantity shall have no impact on the rates mentioned in the purchase order for any such item.

13. **THE UNIVERSITY RESERVES THE RIGHT TO**

- i. Enter into parallel rate contracts simultaneously with more than one firm for the purchases of the items.
- ii. Withdraw rate contract of any firm during the currency of rate contract without assigning any reason.
- iii. Reject the quotation in absence of not furnishing the documentary evidence in respect of Trade Tax Registration (C.S.T. / U.P.T.T/VAT.), Income Tax and Trade Tax clearance certificates together with the performance of supplies in various branches/institutions.

- iv. Reject the quotation in the event of non-furnishing the authentic documentary evidence in respect of Testing reports/Performance report of the concerned Govt. Organization/Institutions about the products being manufactured and marketed. The performance test of the product can be conducted at University level also for which charge will have to be borne by the suppliers.
- v. Reject the supplies already made, if not found up to the mark. Random checking may be adopted to test the correctness of the supply. In such an event further action may call to conform the supply or discard further business.
- vi. To reject any addition/alteration in respect of local dealerships intimated by the Principals after consideration of the case by the committee appointed by the University for the purpose.
- vii. To reject any or all the offers without assigning any reasons thereof.
- viii. **In case of any dispute arises between the supplier and purchaser, the matter should be referred to Hon'ble Vice-Chancellor, BHU for arbitration.**
- ix. All disputes are subject to ***"Varanasi jurisdiction"*** only.

The decisions of the University in all respect shall be final and binding on all.

Please ensure that your offer is complete in all respect as no further clarifications shall be sought from bidder and reaches us within the last date mentioned above. **The S.S. Hospital, BHU shall not be responsible for any postal delay/loss in transit etc.**

Please mention our reference number and due date on the sealed envelope, otherwise your quotation may not be entertained.

A checklist (list documents to be attached) with proper signature, seal and date should be enclosed with tender document for verification, otherwise the proposal will not be entertained.

Medical Superintendent, SSH

**NOTE: 1- While arranging the Tender Documents, check list should be placed on TOP.
2- EMD should be enclosed afresh.**

UNDERTAKING FOR CHECK LIST

The following undertaking for checklist duly signed with seal and with required documents should be submitted along with offer:

We hereby declare that the following requirements have been fulfilled by us –

1. Printed copy of price list of the product.
2. Valid License required:-
 - (a) Attested photocopy of valid Oxygen IP Drug manufacturing license issued by competent authority .
 - (b) Attested photocopy of valid license issued by the competent authority in respect of supply of Milk.
3. The enclosed certificates and proforma (Annexure A,B,C,) duly filled in and signed.
4. ***Documentary evidence for the turnover of last two consecutive years along with copy of the audited balance sheet of the manufacturer. A minimum turnover for consumables as indicated at page no. 3 is essential for manufacturer.***
5. Demand Draft of Rs. 500/- (in case tender form downloaded from Website) ***in favour of “The Registrar, BHU” payable at Varanasi.***
6. An Earnest Money Deposit (EMD) for each item as per amount indicated at page no. 3 is to be submitted along with the offer in form of an Fixed Deposit Receipt duly discharged in favour of ***“The Registrar, BHU” payable at Varanasi.***
7. Registration Certificate of Central Excise, wherever applicable.
8. Registration Certificate of C.S.T. and other Taxes of State Govt.
9. **Copy of Income Tax Returns for 2 years.**
10. **Copy of Sales Tax / VAT Assessment for 2 years.**
11. **Every page of the tender documents and the enclosed copies of the certificates have been signed with seal.**

We hereby agree that in the absence of any of the above documents / information, the offer may be summarily rejected without making any further reference to us.

Date:

Signature with seal

TO BE RETURNED WITH QUOTATION
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Following proforma should be filled in and duly signed by the firm and sent alongwith the quotation.
(Please refer to the detailed instructions/notes before filling this proforma).

1. Validity of the offer :
2. Approximate Delivery Period :
3. (a) Whether rates have been quoted F.O.R. site and covers packing forwarding and insurance charges. : YES / NO
(b) If not, please mention the same :
4. (a) Whether the prices are inclusive of Sales Tax/VAT & other taxes. : YES / NO
(b) If not, kindly specify the amount / rate :
5. If the Sales Tax/VAT is charged extra, declaration for Charging Sales Tax Correctly, attached. : YES / NO
6. (a) Whether supply will be made directly or through any Local / Regional / Authorized Dealer / Stockiest : Directly / Stockiest / Authorized Dealer
(b) If through a Stockiest / Dealer : -
(i) Name and full address of the Party :
(ii) Whether the order to be placed with the : Principal / Stockiest / Dealer
(iii) Who will raise the bill : Principal / Stockiest / Dealer
(iv) Cheques will be drawn in favour of : Principal / Stockiest / Dealer
(v) Whether any Delivery, Packing and Forwarding Charges will be payable to local Stockiest/Dealer : YES / NO
(Please specify the amount/percentage etc.)
7. Our terms of payment (Please indicate your preference By a (✓) mark) Please note that no other payment terms are likely to be accepted.

(a) **For Local Firms or if the bills are raised by the Local Dealers.**
(i) 100% Payment on bill basis :
OR
(ii) 100% payment against Proforma Invoice after receipt of materials in good condition . :
(Only under exceptional cases)
(b) **If the bill are raised by outstation Firms**
(i) 100% Payment on bill basis :
OR
(ii) 100% payment against Proforma Invoice after receipt of materials in good condition.
8. Whether any Excise Duty is payable on the items. : YES / NO
If yes, indicate the amount / percentage. :%
(Please note that excise duty shall be paid only when it is clearly shown in the invoice separately
9. Whether any delivery charges are payable extra. : YES / NO

If yes, amount to be specified. :

10. Whether any discount for educational institution offered on the printed price list of the manufacturer. : YES / NO
If yes, mention the amount / percentage. :%

11. Whether the firm is Sales Tax payer. : YES / NO
If yes, please mention the Sales Tax Number. :

14. Whether valid manufacturing license enclosed, if yes
Please mention the license no. : YES/ NO

15. Whether printed / authenticated price list of the Firm enclosed. : YES / NO

16. Whether Medical Cylinder is certified from CCOE, if yes : YES / NO
Please enclose a copy of the same.

Signature with Seal.

**TO BE RETURNED
ALONGWITH THE OFFER**

CERTIFICATE

WE CERTIFY THAT :

1. We will not sell the product (s) to other institutions, bodies and also in the market on the rates less than the prices quoted by us to the University.
2. I / We certify that there has been no reduction in sale price of the Stores of Description identical to the Government under the contract herein and such stores have not been offered / sold by me / us to any person(s) / Organization(s) including the purchaser or any Department of Central government or any Department of State Government or any statutory undertaking of the Central or State Government as the case may be upto the date of the bill / the date of completion of supplies against all supply orders placed during the currency of the R/C at a price lower than the price charged to the Government under the Contract except for quantity of stores.
3. The goods on which Sales Tax / V.A.T. has been charged are not exempted for payment of Sales Tax / V.A.T. under C.S.T. Act or U.P.S.T. Act or the rules made there under and the amount mentioned on account of Sales Tax / V.A.T. on goods is not more than what is payable under the provisions of the relevant Act or Rules made there under.
4. The rate of Excise Duty mentioned in the quotation is in accordance with the provisions of the rules in all respects and the same is payable to the Excise Authorities in respect of the stores.
5. The goods / Stores / articles offered under the rate contract shall be of the best quality and workmanship and their supply be strictly in accordance with the technical specifications and particulars as detailed in the quotation and also certificate of quality control system attached.
6. The information furnished by us in the quotation are true and correct to the best of our knowledge and belief.
7. We have read and understood the rules, regulations, terms and conditions of rate contract as applicable from time to time and agree to abide by them.

Authorized Signatory
(Seal)

SCHEDULE OF REQUIREMENT

S.N.	Name of the Items	Rate	Remark
1.	Compressed Medical Oxygen Gases for Boyles Apparatus - Anaesthesia Machine, Compressed Medical Oxygen for use in Hospital Wards, Compressed Medical Oxygen for Central Supply Pipeline, Compressed Nitrous Oxide Gas for the Boyles Apparatus – Anaesthesia Machine, Compressed Nitrous Oxide Gas for Central Supply Pipeline, Compressed Carbon Dioxide Gas for Surgical Operations		
2.	Milk: Single Tone, Double Tone, Skim Milk & butter Milk with different pack size viz. 200ml., 500 ml./1000 ml.		