



No.2020/AMC/14069

Date: 17/11/2020

SHORT TENDER NOTICE

Sealed tenders affixing non refundable court fee stamp of Rs. 8.25 (Rupees Eight and Paise Twenty Five) only are invited from Govt. Registered Firms/ Supplier/ Manufacturer to supply Aids & Appliances for Regional Rehabilitation Centre, Assam Medical College & Hospital, Dibrugarh. The last date for submission of Tenders is on **10th December 2020** till **02:00 PM** and the Tenders will be opened on the same day at **3.00 PM** in presence of the Tenderer or their authorized representative at the Office of the Principal cum Chief Superintendent, AMC&H, Dibrugarh. The tender must be accompanied by Earnest Money amounting to **Rs.35,000.00 (Rupees Thirty Five Thousand)** only in the form of Demand Draft duly pledged to **“The Principal-cum-Chief Superintendent, Assam Medical College & Hospital, Dibrugarh”**.

Detailed tender notice with terms and conditions may be obtained from the Office of the undersigned during office working hours.

Principal-Cum-Chief Superintendent
Assam Medical College & Hospital
Dibrugarh



BID DOCUMENT **(NOT TRANSFERABLE)**

FOR

**Supply and Installation of Aids & Appliances for
Regional Rehabilitation Centre, Assam Medical College &
Hospital, Dibrugarh.**

Tender Reference No	:	No.2020/AMC/14069, Date:17/11/2020
Date of Publish Tender	:	22/11/2020
Date of Issue Tender Document	:	23/11/2020
Date and time of submission of Tender Document	:	10/12/2020 till 2.00 PM
Date & Time of Opening Tender	:	10/12/2020 at 3.00 PM
Cost of the Tender Document	:	
Cost of Earnest Money Deposit(EMD)	:	Rs. 35,000/- (Rupees. Thirty Five Thousand) in the form of Demand Draft drawn in favour of “The Principal Assam Medical College” payable at SBI AMC branch.
Issued To	:	
Mode of Payment : Demand Draft	:	DD No: _____ Date : _____
Signature & date of issuing official	:	



TERMS & CONDITIONS

1. The Principal, Assam Medical College, Dibrugarh is not bound to accept the lowest rate and reserve right to reject or cancel the tender without assigning any reason whatsoever.
2. The Rate Contracts shall be valid for the period of one year from the date of awarding the contracts. The Annual Rate Contract awarded as a result of this Tender Enquiry will be in the nature of a standing offer. Actual supply order may be placed from time to time against the RCs concluded on the basis of such rate contract(s). **No guarantee can be given as to the minimum or actual services usage.**
3. EMD will be returned to the unsuccessful bidders within **15 days** after award of the Rate Contract to successful bidders.
4. The security money shall have to be deposited an amount of equivalent to 5% of the total value of the supply order(s).
5. Bid should be addressed to the Principal, Assam Medical College Dibrugarh and dropped in the tender box kept at Office of the Principal, Assam Medical College, Dibrugarh on or before due date and time specified in the tender.
6. A refundable amount of **Rs.35,000/- (Rupees Thirty Five Thousand)** only as Earnest Money Deposit in the form of Demand Draft drawn in favour of "The Principal, Assam Medical College, Dibrugarh" payable at SBI, AMCH Branch, Dibrugarh should accompany the tender document.
7. Tenderer should not have been debarred/ blacklisted by any Central Govt. / State Govt. and State Govt. undertakings/ Enterprises/ Organization doing business with them.
8. The Tenderer should successfully executed at least three supply order of similar nature to central/ state Govt. departments / organizations in the last three years. Copies of these supply order should be attached with the Technical Bids.
9. If necessary the Tenderer may be requested to show the physical samples of the items as directed by the Principal, Assam Medical College, Dibrugarh.
10. Special discount / rebate admissible to the Educational Institution may be indicated in the tender.
11. Installation of Items will be sole responsibility of the Tenderer.
12. The Warranty / Guaranty shall commenced from the date of satisfactory installations at the Regional Rehabilitation Centre, Assam Medical College & Hospital, Dibrugarh.
13. Bid should be submitted under two bid system viz., Part-1: Technical bid and Part-2: Financial Bid in two separate sealed covers clearly super scribed "**Technical Bid for Supply and Installation of Aids & Appliances for Regional Rehabilitation Centre of Assam Medical College & Hospital Dibrugarh**" and "**Financial Bid Supply and Installation of Aids & appliances for Regional Rehabilitation Centre of Assam Medical College & Hospital Dibrugarh**".
14. AMC&H reserves the right to conclude parallel Rate Contracts with a number of suppliers and place orders on any of such firm that may be the most economical to it or suitable to its requirements without affecting the quality of the item specified in the tender list. The rate should be quoted on a genuine basis considering the prevailing market price without quoting any vague rate.
15. The Tenderers should have their own establishment with valid Trade License, PAN & GST registration which must be submitted alongwith the tender documents.
16. The Security Deposit will be forfeited if the party is unable to deliver the required items within the delivery period mentioned in the order and as per the approved order rates.
17. AMC&H reserves the right to cancel the agreement at any point of time by giving 15 days notice in case supplier's service if the quality of items are not found satisfactory as per the terms of the

GOVERNMENT OF ASSAM
OFFICE OF THE PRINCIPAL ::: ASSAM MEDICAL COLLEGE
DIBRUGARH – 786002
Phone : 0373 – 2300080 Fax:2300080
e-mail : principalamch@rediffmail.com



contract and as per the sample provided and the security deposit will be forfeited as and when it comes to the notice of the authority.

18. Authorized Signatory/ Signing of Tender:

Individual signing the tender or other documents connected with contract **must specify the capacity in which the tender documents are signed as :**

- a) A partner of the firm, if it be a partnership firm, in which case he/she/ they must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
19. In the event of any disputes arising out of the execution of Rate Contracts/ Supply orders, the matter will be referred to Principal cum Chief Superintendent, Assam Medical College & Hospital, Dibrugarh and his decision shall be binding to both the parties.
20. For judicial adjudication, the disputes, if any, arising out of the Contract/ service orders against the Rate Contract will be subject to the jurisdiction of the Courts in Dibrugarh only.

Name & Signature of the Bidder



Annexure -1

Technical Specification

Sl No.	Aids & Appliances
1.	Wheel Chair
2.	Tri-Cycle
3.	Axillary Crutch
4.	Haring Aids 1. Strong 'S' Cord 2. Strong 'V' Cord 3. Moderate 'S' Cord 4. Moderate 'V' Cord 5. Mild 'S' Cord 6. Mild 'V' Cord
5.	Walking Stick
6.	M.R. Educational Kit



Bidder Letter Form

From: (Registered name and address of the bidder)

To
The Principal,
Assam Medical College,
Dibrugarh

Sir,

Having examined the bidding documents and amendments there on, for the supply and Installation of Aids & Appliances for Regional Rehabilitation Centre, AMCH, Dibrugarh in response to your tender call dated

1. I/We hereby offer to supply the item as listed in the schedule to this tender hereto as you may specify in the acceptance of Tender at the price given in the said Schedule and agree to hold this offer open for a period of 90 days from the date of opening of the tender.

2. I/we shall be bound by a communication of acceptance / rejection by authority concerned.

3. I/We have understood the Instruction to bidders and terms and conditions of Contract in the form as enclosed with the invitation to the tender and have thoroughly examined the specifications quoted in the Schedule hereto and am/are fully aware of the nature of the goods required and my/our offer is to supply the goods strictly in accordance with the specifications and requirements.

4. Certified that ours is:

a) A sole proprietorship firm and the person signing the bid document is the sole proprietor/constituted attorney of the sole proprietor (OR)

b) A partnership firm, and the person signing this bid document is a partner of the firm and has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement /by virtue of general power of attorney (OR)

c) A company and the person signing the document is the constituted attorney/ authorized signatory.

(NOTE: Strike out whatever is not applicable. All corrections/deletions should invariably be attested by the person authorized to sign the bid document).

5. I/We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding contract between us.

6. If bid is accepted, I/we undertake to:

a) Provide services/execute the work according to the time schedule specified in the bid document,

GOVERNMENT OF ASSAM
OFFICE OF THE PRINCIPAL ::: ASSAM MEDICAL COLLEGE
DIBRUGARH - 786002
Phone : 0373 - 2300080 Fax:2300080
e-mail : principalamch@rediffmail.com



b) Agree to abide by the bid conditions, including pre-bid meeting minutes if any, which remain binding upon us during the entire bid validity period and bid may be accepted any time before the expiration of that period.

7. We understand that you are not bound to accept the lowest or any bid you may receive, nor to give any reason for the rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Yours faithfully,

(Signature)

Dated this day of : _____
Address : _____
: _____
: _____
Telephone : _____
E-mail : _____



Annexure -3

Bidder Information Sheet

1.	Name of the organization:	
2.	Year of establishment:	
3.	Registered Office Address	
4.	PAN No.	
5.	TIN No.	
6.	Name & Designation of Authorized person	
7.	Phone No.	
8.	Email-ID	
9.	Nature of the firm (Proprietary/partnership/etc...)	
10.	Whether Manufacturer/authorized Dealer/ Service Provider?	Provide relevant documents
11.	Bank Details	
	Bank Name	
	Bank Address	
	Bank Account Number	
	IFSC Code	
12.	Bid Document Fee(Non-refundable)	
	Amount Rs. :	
	DD No. :	
	DD Date :	
	Issuing Bank & Branch :	
13.	EMD Amount Rs. :	
	DD No. :	
	DD Date :	
	Issuing Bank & Branch	

Date:

Place:

(SIGNATURE & STAMP OF THE AUTHORIZED SIGNATORY)



PRICE REASONABILITY CERTIFICATE

1. I/We _____ hereby certify that the prices quoted by us in our offer letter No.....are not higher than prices to any Government Department/PSU/Institution.
2. I/We further certify that I/We have not supplied or quoted for any item in offer letter at prices lower than those quoted for the relevant items to any Government/Semi Government/ Public/Charitable Trust Organization/ Institution/ Wholesalers/ Stockiest/ Distributors within the period of 90 days preceding the last date of submission of the offer.
3. I/We hereby undertake that I/We will not supply or quote for any item in offer letter at prices lower than those quoted for the relevant items to any Government/Semi Government/ Public/Charitable Trust Organization/ Institution/ Wholesalers/ Stockiest/ Distributors within the period of validity of the offer/rate contract.
4. I/We also undertake to bring the attention of the authority, any incidence of breach of any of the above Para within 30 days from the occurrence of the breach and further undertake to refund/reimburse the difference which may arise due to breach of any of the above Para and I/We also understand that the decision of Director regards to the determination of quantum payable shall be final.

Date:

Place:

(SIGNATURE & STAMP OF THE AUTHORIZED SIGNATORY)