TENDER NO AIIMS/Pat/Tender/Hostel Bed/2015  
DATED: 03.07.2015

TENDER DOCUMENT

FOR

SUPPLY OF HOSTEL COT WITH MATTRESS FOR  
MEDICAL COLLEGE OF AIIMS PATNA

DATE OF ISSUE OF TENDER FORM WITH DOCUMENT: 03.07.2015

DATE OF PRE-BID MEETING: 09.07.2015

DATE & TIME FOR SUBMISSION OF TENDER DOCUMENT: From 03.07.2015 to 23.07.2015 up to 14.00 hrs

DATE & TIME FOR OPENING OF TENDER DOCUMENT: On 23.07.2015 at 15.00 hrs
Notice Inviting Tender for Supply of Hostel cot with mattress

All India Institute of Medical Sciences, Patna (AIIMS Patna) invites bids for Supply of hostel cot with mattress from reputed companies/firms/individuals/societies etc. those are in the business for the last three years. Accordingly, sealed tenders are invited latest by 23.07.2015 up to 14:00 hrs.

2. The interested Companies/Firms/Agencies may send their bid complete in all respect along with Tender Fee of Rs. 1,000/- and Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees one lacs only) in the form of Demand Draft issued in favour of AIIMS, Patna, drawn on any scheduled bank payable at Patna and other requisite documents to the undersigned duly superscripted “Bid for Tender No AIIMS/Pat/Tender/Hostel Bed/2015” before 1400 hrs on 23th July, 2015. The bids received after this deadline shall not be entertained under any circumstances whatsoever.

NOTE: The EMD and Tender Fee draft should be put in the envelope containing Technical Bid failing which the tender shall be rejected forthwith.

3. The sealed envelopes are to be deposited in the tender box placed at the office of Faculty-in-Charge Procurement, AIIMS, Patna or may be sent through registered/speed post addressed to The Faculty-in-Charge Procurement, All India Institute of Medical Sciences, Phulwarisharif, Patna – 801 505. Bids sent by COURIER will not be entertained.

4. Bids will be opened on 23.07.2015 at 15.00 hrs in the presence of bidders or their authorized representatives who wish to participate in the bidding process with authorization letter. If the opening date happens to be a closed day/holiday, the tender will be opened on the next working day.

5. Any future clarification(s) and / or corrigendum(s) shall be communicated by the Faculty-in-Charge Procurement through the website www.aiimspatna.org.

6. Director, AIIMS, Patna reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Director, AIIMS, Patna in this regard shall be final.

Faculty-in-Charge Procurement
AIIMS, Patna
GENERAL INSTRUCTIONS TO THE TENDER

1. The tender is “Two Bid’ document. The technical bid should contain all the relevant information and desired enclosures in the prescribed format along with Earnest Money Deposit (EMD) and Tender fee. The financial bid should contain only commercial. In case, any bidder encloses the financial bid within technical bid, the same shall be rejected summarily.

2. The Technical bid must accompany with the tender fee of Rs. 1,500/- in form of Demand Draft in favour of AIIMS Patna. The tender document fee is non-refundable, non-adjustable and non-transferable and is payable through a demand draft on any scheduled bank drawn in favour of the “AIIMS Patna” payable at Patna.

3. The Tenders should be typewritten or handwritten but there should not be any overwriting or cutting. Correction, if any, shall be made by neatly crossing out, initialing, dating and rewriting. The name and signature of bidder’s authorized person should appear on each page of the tender. All pages of the tender document shall be numbered and submitted as a package along with forwarding letter on agency’s letter head.

4. The Contracts concluded as a result of this Tender Inquiry shall be governed by the ‘Terms & Conditions’ and other relevant instructions as contained in this Tender Document.

5. The prices/rates quoted should be indicated in words as well as in figures.

6. Bidders are requested to quote their prices on a firm & fixed basis for the entire period of the Contract. Bids of the firms received with prices quoted on variable basis shall be rejected straightaway.

7. Quotations qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly.

8. Bidders are requested to enclose a copy of their valid certificate of PAN No., TAN No, Sale Tax/VAT No./Service Tax No. or any other document as requested by the Institute with their tender.

9. Tenders received without Tender Fee and EMD amount by way of demand draft in favour of AIIMS, Patna will not be considered at all.

10. Refund of Earnest Money Deposit: The EMD submitted by unsuccessful bidders shall be returned to them without any interest whatsoever, within 15 to 90 days after conclusion of the contract with successful bidder. The EMD submitted by successful bidders shall be returned to them after the successful bidder deposits the performance security according to conditions stipulated in the bid document.

11. Bidders may note that if the date of tender opening given in this Tender Document is declared to be a gazetted holiday, the tender shall be opened on the next working day at the same timing. In such an event the closing hours for receipt of tenders in AIIMS will stand automatically extended up to 14.00 hours of the next working day in the Government offices.

12. Late/delayed tenders received in AIIMS due to any reason whatsoever will not be accepted under any circumstances.

13. At any time prior to date of submission of tender, Tender Inviting Authority may, for any reason, or decision, modify the terms & conditions of the tender document by a corrigendum.
displayed on the website of AIIMS Patna (www.aiimspatna.org). In order to provide reasonable time to take the amendment into account in preparing their bid, Tender Inviting Authority may or may not, at his discretion, extend the date and time for submission of tenders.

14. Tendering firms are at liberty to be present or authorize a representative to be present at the opening of the tender at the time and date as specified in the Schedule. The name and address of the representative authorized to attend the opening of the tender on behalf of a tendering firm should be indicated in the tender. The representative so deputed should also bring with him a letter of authority from the firm for having been authorized to be present at the time of opening of tender. Only one representative per firm shall be permitted to attend the opening of the tender. The name and address of permanent representative of the firm, if any, should also be indicated in the tender. Representatives of firms who have not submitted the tender or representatives not possessing authority letter from the bidders or outsiders shall not be allowed to attend the tender opening process.

15. DOCUMENTS COMPRISING THE BID:

The bids prepared by the bidder shall comprise of (1) The Technical Bid and (2) Financial Bid:

**(1) TECHNICAL BID:** - To qualify in the Technical bid the firm should have the minimum eligibility criteria as under and the firm in this regard must submit the following documents in support of their eligibility criteria –

(a) Duly filled format of Technical Bid as per Annexure “1”.

(b) Profile of the organization.

(c) Should have executed projects of similar nature in central/state govt./PSU’s/Autonomous Bodies in the last three years.

(d) Copy of constitution or legal status of the sole proprietorship/firm/agency etc.

(e) Financial status: - The average annual turnover in similar jobs, of the firm should not be less than Fifty Lakhs in the last three years. Copies of profit & loss account and balance sheets duly authenticated by a Chartered Accountant for the last three years should be enclosed.

(f) Experience of 03 years or more.

(g) The technical bid should be accompanied by Demand draft of Rs. 1,500/- (non-refundable) against tender fee and Demand Draft of an amount as mentioned in the schedule of requirement (refundable) for EMD/bid security.

(h) Copy of Income Tax Return Filed Acknowledgements for last Three years.

(i) Copy of PAN Card.

(j) Copy of Sales tax/VAT registration certificate.

(k) Authorization letter/certificate from original manufacturer (if any) of the product.

(l) Broachers, original technical catalogue with detailed specification and picture of the product offered.

**(2) FINANCIAL BID:** - The financial bid shall contain:

Price Bid Form [as per Annexure – 2] – Prices must be quoted as per format specified, failing which tender shall be summarily rejected.
16. **SUBMISSION OF BIDS**

16.1 **SEALING AND MARKING OF BIDS:** The bidder shall wax seal the Technical and Financial Bids in separate envelopes and keep them in a bigger wax sealed envelope. The Technical Bid shall bear the name “TECHNICAL BID OF Tender No. AIIMS/Pat/Tender/Hostel Bed/ 2015” on the envelope, while the Financial Bid shall bear the name “FINANCIAL BID of Tender No. AIIMS/Pat/Tender/Hostel Bed/2015” on the envelope for avoiding any mismatch.

16.2 The bigger envelope containing technical and financial bids in separate envelopes shall be:

(a) Addressed at the following address:

Faculty-in-Charge Procurement,
All India Institute of Medical Sciences,
Medical College Building,
Phulwarisharif, Patna – 801505.

(b) All the envelopes shall bear the Tender name, the tender number and the words ‘DO NOT OPEN BEFORE’ (due date & time).

(c) The envelopes shall indicate the name and address of the bidders to enable the bid to be returned unopened in case it is declared ‘late’ or rejected.

(d) Bids shall be delivered in person and shall be dropped in the tender box placed in the office of the Faculty-in-Charge Procurement, AIIMS Patna or shall be sent by Registered/Speed Post. **Bids sent by COURIER will not be entertained.** The Purchaser shall not be responsible if the bids are delivered elsewhere.

(e) Venue of Tender Opening: Tender will be opened in Medical College Building, AIIMS Patna at specified time on the due date. If due to administrative reason, the venue/ time of bid opening is changed, it will be displayed prominently on the notice board of the Institute as well as in the office of the Faculty-in-Charge Procurement, AIIMS Patna.

17. **BID PRICES:**

17.1 The bidder shall give the total composite price inclusive of all levies and taxes (inclusive of VAT) as per price schedule given in Annexure-2. The offer shall be firm in Indian Rupees only. No foreign exchange will be made available by the purchaser.

17.3 The prices quoted by the bidder shall remain fixed during the entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation is likely to be treated as non-responsive and rejected.

18. **TECHNICAL EVALUATION:**

18.1 Detailed technical evaluation shall be carried out by Technical Evaluation Committee pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any material deviation. The Institute’s determination of bid’s responsiveness is to be based on the contents of the bid itself without recourse to extrinsic
evidence. The Institute shall evaluate the technical bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.

18.2 The technical evaluation committee may call the responsive bidders for discussion or presentation to facilitate and assess their understanding of the scope of work and its execution. However, the committee shall have sole discretion to call for discussion/presentation.

18.3 Financial bids of only those bidders who qualify the technical criteria will be opened, provided all other requirements are fulfilled.

18.4 A bid determined as substantially non-responsive will be rejected by the Purchaser and shall not subsequent to the bid opening be made responsive by the bidder by correction of the nonconformity.

18.5 **Demonstration of Samples:** Samples of product offered must be submitted at the time of opening of technical bid before the technical bid evaluation committee. Financial bids of only those products will be opened samples/specifications of which are found fit for use by the technical bid evaluation committee. However, the committee may call for the samples at any point of time.

19. **FINANCIAL EVALUATION:**

19.1 The financial bid shall be opened of only those bidders who have been found to be technically eligible as enumerated under clause 18. The financial bids shall be opened in presence of representatives of technically eligible bidders, who may like to be present. The Institute shall inform the date, place and time for opening of financial bid.

19.2 The Financial Bids of unsuccessful bidders would not be opened and destroyed.

19.3 The rates must be quoted per job basis. Agency shall include in its price all taxes and other costs while quoting for the tender, in “Annexure-2: Price Bid” to be kept in Envelop No. 2. Income Tax will be deducted at source from the bills as applicable. The Agency needs to furnish its PAN number.

19.4 Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is, the unit price shall prevail and the total price shall be corrected by the Institute. If there is a discrepancy between words and figures, the lesser amount shall be considered as valid. If the Supplier does not accept the correction of the errors, his bid shall be rejected.

19.5 The evaluation and comparison of responsive bids shall be done on the price offered inclusive of Levies & Taxes i.e., Service Tax, Sales Tax, VAT, insurance etc. as indicated in the Price Schedule in Annexure-“2” of the Bid Document.

19.4 The AIIMS Patna does not bind himself to accept the lowest bid or any bid and reserves the right of accepting the whole or any part of the bid or portion of the job offered; and the bidder shall provide the same at the rates quoted. The AIIMS Patna reserves the right to reject any or all offers.
received in response to tender or cancel or withdraw the tender notice without assigning any reason, whatsoever.

20. **AWARD OF CONTRACT: PLACEMENT OF ORDER**

The Institute shall consider placement of orders for jobs on those bidders whose offers have been found technically, commercially and financially acceptable. The Institute reserves the right to counter offer price(s) against price(s) quoted by any bidder.

21. **PERFORMANCE BANK GUARANTEE & EXECUTION OF CONTRACT:**

21.1 Firm whose offer is accepted will have to furnish Performance Bank Guarantee of an amount equal to 10% of the value of contract, in favour of AIIMS Patna issued by any scheduled bank.

21.2 The performance Bank Guarantee submitted should be valid for 15 months.

21.3 The Performance Bank Guarantee shall be refunded within 15 to 90 days after completion of the contract as per order, or after the expiry of contract on satisfactory completion of the same whichever is later.

21.4 No interest will be paid on Performance Bank Guarantee/Earnest Money Deposit.

21.5 In case of breach of any terms and conditions of the contract or on unsatisfactory performance, the amount of security deposit shall be liable forfeited by Faculty-in-Charge Procurement, AIIMS Patna and his decision shall be final.

21.6 The expenses of completing and stamping the agreement shall be paid by the bidder.
## Schedule of Requirements with Specifications

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Item with Specification</th>
<th>Quantity</th>
<th>EMD (INR)</th>
</tr>
</thead>
</table>
| 1       | NET DIMENSION: 1905±5 mm X 915±5mm (approx)  
OVERALL DIMENSION: 945±5 mm L X 1975±5 W X 450±5 H  
Bed structure shall consist of metal frame made of power coated ms square pipe of SIZE 50MM X 50 MM having wall thickness 1.5mm. There will be two legs in the centre of the bed in addition to 4 legs at corners. Height of HEAD END FORM FLOOR shall be 800 mm X WIDTH 35 mm FOOT END HEIGHT FORM FLOOR 550 mm. Board of HEAD END AND FOOT END shall be made of 35 mm Pre-Laminated MDF Board with total edge binding (three side 2 mm and lower side 0.5 mm) PVC edge binding with EVA hot melt glue. Colour and shade of pre-laminated shall be approved. Bed fitted with POLYPROPYLENE GROMMETS, other part of bed shall be made from 18 MM PRE LAMINATED MDF BOARD screwed in frame reinforcement on 3 section of square pipe (Reinforcement shall be of MS 18 SWG, 25 mm X 25mm attached by welding and powder coated).  
The lower part of the half under storage having 18 mm pre laminated MDF board will 18 mm SWG 25mm x 25mm attached by welding and powder coated and it will have a ground clearance of 75 mm for cleaning and other half under storage with one side drawer unit side opening half length only on 4 castors made of 18 mm pre laminated MDF board and half bed box side hinged lifting cover made if 18 mm pre laminated MDF board. All hinges shall be stainless steel. Castors shall be high quality and as per approved sample.  
**MATTRESS**  
The mattress should be coir of bed size/dimension. The thickness should be at least four inches (4”). The approved make for mattress is of Sleepwell or Kurl-on. | 200 | 1,00,000/- |
NOTE: In case of any discrepancy between figure attached at page number 9, 10, 11 and schedule requirement with specification, the specification will supersede.
TERMS & CONDITIONS OF CONTRACT

1. The bidders are expected to read carefully all the terms and conditions of the tender documents and their submission will be taken as consent to abide.

2. If the bidder gives deliberately wrong information to create conditions for acceptance of the tender, Director, AIIMS, Patna, reserves the right to reject such tenders without assigning any reason. Not more than one tender will be submitted by one bidder for the same work. Legal action will be taken for furnishing wrong information.

3. **Manner of Submission of Tender:** The bidding should be done on two bid method viz 1) Technical Bid & 2) Commercial / Price Bid. The bidders should ensure that the Technical bid complete in all respect and containing the required enclosures (attested Photocopy) is sealed in a separate envelop and the commercial bid sealed in a separate envelop & both the sealed envelopes are kept and sealed in a suitable size of envelop. All envelop will be address to The Faculty-in-Charge Procurement, AIIMS, Patna. The Sealed Technical bid Envelop of all bidders will be opened first. Only the Commercial bids of those who have furnished all the valid documents will be opened.

4. **Language:** The language of the Tender shall be in English.

5. **Documents to Accompany Tender:** The Bidder shall submit the Documents mentioned in the clause 16 of General Instructions to the Tender.

6. The bidders must have at least 03 (Three) years experience in this job and credentials of Rs. Fifty Lakhs annually in this business in the last three years done in any Govt. Hospital directly. Credential Certificate in this regard must be furnished by the bidders along with their Tender.

7. The firm / agency must have requisite trade and other licenses to do the similar kind of business for which the bid is being made.

8. **Earnest Money Deposit:** Each Tender must be accompanied with “Earnest Money Deposit” in the form of Demand Draft, as mentioned in the Notice Inviting Tender.

9. **Forfeiture of Earnest Money:**
   a. If the Bidders withdraw their Bids after opening of the same or the successful bidders withdraw their Bids after approval of their rates.
   
   b. If the successful bidders fails supply or refused either partial or total offer (Acceptance) made by The Faculty-in-Charge Procurement, AIIMS, Patna.

10. **Return of Earnest Money:**
    a. After finalization of the Tender, the deposited Earnest Money will be returned back to the unsuccessful bidders.
    
    b. On receipt of Security Deposit, the deposited Earnest Money will be returned back to the successful Bidders.

11. **Deposition of Security Money:** The Selected bidders must deposit the requisite amount of Security Money (10% of the approximates value of accepted items) within the stipulated date specified in the acceptance letter. The approved firm shall deposit the Security Money in the form of Demand Draft/Bank Guarantee payable at Patna duly pledged in favour of AIIMS, Patna.
12. **Forfeiture of Security Money**: 
   a. In the event of failure to supply or maintain the goods/articles/equipment / instruments as per Work Order within the stipulated period, the security deposit may be forfeited.
   b. In that event, supply of the said equipment may be taken from the next lowest bidder vide the same Work Order at contractors risk and cost without any farther reference, so that the loss incurred would be recoverable from the Security Deposit of the said contractor or from any sum due of which may become due to the contractors.
   c. If any equipment/ instrument is damaged by the approved firm, cost of the same will be deducted from the deposited Security money of the contractor.

13. **Refund of Security Deposit** - After successful completion of entire supply and period of maintenance Security Deposit will be refunded within the six months if not extended for further period.

14. **Submission of Documents**:
   b. The bidder must submit attested photocopy of Income Tax and Sales Tax / VAT of last three years.
   c. In case of SSI unit, current SSI certificate must be deposited by the bidder along with his Tender which is issued in favour of the bidder for this type of jobs.
   d. In case of Co-operative Society Limited, Companies etc. this type of jobs must be included in the object of their By-laws or MoA as the case may be.

15. It must be mentioned clearly whether bidder is manufacturer/sole manufacturer/ Authorized agents for the items for which he is quoting.
   a. **Manufacturer** must add a certificate that item(s) is manufactured by them as per range of products.
   b. **Sole Manufacturers** must add a certificate that they are the sole manufacturer of the Item for which they are quoting in this tender enquiry & item is /are their proprietary Item in India. The rate certificate is also required from the sole manufactures that the Rates quoted are the same as they quote to other State/Centre Govt. and DGS & D for the similar item(s) and these are not higher than those quoted by them.
   c. **Authorized agents** must submit an authority letter from their Manufacturer/Principals on the letter head of the manufacturer/principals. The authorization letter must give/mention the purpose for which it will be allowed. The validity period of the authorization letter must be mentioned to the authority letter otherwise letter will be liable to rejection.

16. **Submission of the Tender**:
   a. Bidder at their own cost shall have to submit Tender at the office of Faculty-in-Charge Procurement, AIIMS Patna within the schedule date and time as mentioned in the Tender Notification No. AIIMS/Pat/Tender/Hostel Bed/2015 Dated 03.07.2015.
b. The said sealed documental bids will be opened by the Tender Purchase Committee in presence of the Bidders or representative of the Bidders who may be present in the opening date & time.

17. Rates:-
   a. Rates should be clearly quoted in both in figures and words in respect of each item. Rate should be quoted inclusive of all Taxes. VAT & Service tax. All corrections must be initialed.
   b. Rate should be quoted for all equipment / instrument in details as described in the tender schedule otherwise tender will be rejected.

18. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of absence of any partners, it must be signed on his behalf by a person holding “Power of Attorney” authorizing him to do so. Such “Power of Attorney” is to be produced with the Tender and in the case of the firm, carried on by one member of Joint Family, it must be disclosed that the firm is duly registered under the ‘Indian Partnership Act’.

19. Necessary proof as to the financial status of the individual and firm tendering is to be attested and submitted.

20. Tender Form with all relevant papers in details shall be essential part of the bid.

21. Before submission of the Tender, Bidder shall sign each page of his Tender and all of its relevant papers with date. The additional alternative and or subtractive clause (if any) shall also to be signed by the Bidder.

22. Delivery Period: 30 days from the date of issue of work order/supply order.

23. Payment: 100% Payment will be made by accounts department after delivery of goods against each order on submission of invoices in triplicate along with inspection report, original copy of work order/supply order and receipt voucher of central stores.

24. Warranty: - The goods/stores/articles/furniture supplied by result of this contract/supply order shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specifications and particulars contained /mentioned against each item in the tender document/supply order. The seller guarantees that the said goods/stores/articles/ furniture would continue to confirm to the description and quality aforesaid for a period of 12 months from the date of delivery/installation of the said goods/stores/articles/furniture to the buyer or 15 months from the date of shipment/dispatch from the sellers work, whichever is earlier.

25. Option Clause: - During the currency of the contract, the buyer (AIIMS Patna) can exercise an option to procure an additional 50% of the original contracted quantity in accordance with the same terms & conditions of the present contract. This will be applicable within currency of contract. The Bidder is to confirm the acceptance of the same for inclusion in the contract. It will be entirely the discretion of the Buyer to exercise this option or not.

26. Repeat Order Clause: - The buyer (AIIMS Patna) can order up to 50% quantity of the items under the present contract within six months from the date of supply/successful completion of the work, the cost, terms & conditions remaining the same. The bidder is to confirm acceptance of this clause. It would be entirely the discretion of the buyer to place the repeat order or not.
27. The quantity as per the Annexure “2” may be revised upward/downward subject to the requirement of the Institute. Any minor deviation or variation will bear no financial effect.

28. **Disputes:** In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Patna with regards to the interpretation of “Terms & Conditions” stipulated herein or in the contract done, the same shall be referred to the Director, AIIMS Patna whose decision will be final and binding upon the contractor.

29. Rate must be valid for a period of 120 days, which, if the Institute authority desires, may be extended for further period issuing proper notification.

30. Acceptance of lowest tender is not obligatory.

31. The AIIMS Patna reserves all rights to accept or reject any Tender without showing any reason.

32. The Tender, submitted by the firm who have already been declared as Black Listed or whose contract was terminated for dissatisfactory supply or repairing works or who was unable to execute any repairing order in this hospital or in any other Hospital run by the state or central government., will not be considered even his being the lowest rate.

33. Regarding Supply and Charges for repairing, Abnormal Low Rate or Abnormal High Rates (in comparison to the market Rate) will not be considered.

34. The approved firm, after supplying the equipments, have to deposit the spares (if any) to the in-charge of the respective user Department which should be shown clearly in the Service Reports duplicate copy of which must be furnished to the AIIMS Store. The repairing bill may be submitted after execution of the work order satisfactorily along with the Service Report duly certified by the in-charge of the respective user Department.

35. Submission of the Tender by a bidder shall be taken to signify his acceptance of the above terms and conditions. Alterations, overwriting or erasures of any terms and conditions are not permitted.

36. Canvassing in any form is strictly prohibited and the bidders who are found canvassing are liable to have their tenders rejected out rightly.

**Faculty—in-Charge Procurement**

AIIMS, Patna

I/We submit this tender after reading the tender notice, instruction of terms and conditions contained herein and accepted by me/us.

Dated: 
Address: 
Mobile Number: 

Signature of the tenderer
<table>
<thead>
<tr>
<th>S.No.</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the firm/ Society/ Company/ Proprietary Concern</td>
</tr>
<tr>
<td>2</td>
<td>Address of registered office</td>
</tr>
<tr>
<td>3</td>
<td>Address of the office at Patna</td>
</tr>
<tr>
<td>4</td>
<td>Telephone Nos./Fax/E-mail at Patna</td>
</tr>
<tr>
<td>5</td>
<td>Earnest Deposits money (EMD) Yes/No</td>
</tr>
</tbody>
</table>
| 6     | EMD Details:  
|       | Demand Draft No. :  
|       | Dated:  
|       | Drawn on Bank:  
|       | Amount (In Figures):  
|       | Amount (In Words): |
| 7     | Banker of Company/ Firm/agency with full address  
|       | Telephone Number of Banker |
| 8     | PAN No.  
|       | (Attach attested copy) |
| 9     | VAT/SALE TAX Reg. No.  
|       | (Attach attested copy) |
| 10    | Whether rates are quoted as per format mentioned in the Bidding Document or not. |
| 11    | Whether rates quoted are inclusive of all taxes or not. |
| 12    | Have you previously supplied these items to any government / private organization?  
<p>|       | If yes, attach the relevant proof. |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>13</td>
<td>Acceptance of terms &amp; conditions attached (Yes/No). Please sign each page of terms and conditions as token of acceptance and submit as part of tender document.</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Samples of product offered (Submitted or Not)</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Proof of financial status in form of Audit Report, Balance Sheet, Profit &amp; Loss A/c along with all the schedules etc. For the last three financial years.</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Enclose an affidavit duly certified by (enclosed/Not enclosed) the notary at the location of the Agencies/Head quarters Patna that the tenderer has never been black listed or punished by any court for any criminal offence/breach of contract and that no police/vigilance enquiry/criminal case is pending.</td>
<td></td>
</tr>
</tbody>
</table>

(Signatures of the authorized signatory with seal of tendering firm)

Date: 
Name:-
Place: 
Address:-
Mob. No. –
PRICE BID FORM

To,
The Faculty-in-Charge Procurement,
AIIMS Patna.

Dear Sir,

1. I/We .......................................................................................submitted the bid for Tender No. AIIMS/Pat/Tender/Hostel Bed/2015 dated 23.07.2015 for “supply of Hostel Beds for medical college” of AIIMS Patna.

2. I/We thoroughly examined and understood instructions to tenders, scope of work, terms & conditions of contract given in the tender document and those contained appendix of Terms & Conditions of contract and agree to abide by them.

3. I/We hereby offer to supply at the following rates. I/We undertake that I/We are not entitled to claim any enhancement of rates on any account during the tenure of the contract.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description</th>
<th>Quantity</th>
<th>Rate per unit (INR) (inclusive if all taxes)</th>
<th>Total Amount (INR) (inclusive of all taxes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Hostel cot with mattress as per specification laid down in Schedule of Requirements</td>
<td>200 Nos.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Signature of Authorised Person)

(Name)

(Designation)

Name of Firm/Company/Agency

Contact Details

Dated:

Place:
**ANNEXURE “3”**

**DETAILS OF SIMILAR WORKS EXECUTED DURING THE LAST 3 (THREE) YEARS**

Name of the Agency..........................................

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<tr>
<td>Contract no./Supply order No.</td>
<td>Name of Organisation</td>
<td>Description of Contract/Supply</td>
<td>No. of Items Supplied</td>
<td>Value</td>
<td>Year of contract</td>
<td>Continuing (YES/NO)</td>
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AFFIDAVIT

(On Non-Judicial Stamp paper of Rs. 100)

I, ____________________________________ Son / Daughter / Wife of Shri____________________ resident of _______________________
authorized signatory of the agency/Firm (M/s__________), do hereby solemnly affirm and declare as follows:

1. I am authorised signatory of the agency/firm and is competent to sign this affidavit and execute this tender document;

2. I have carefully read and understood whole tender document including all the terms and conditions of the tender and undertake to abide by them;

3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

4. I/We further undertake that no case/enquiry/investigation is pending with the police/court/vigilance or any government body against the Proprietor/Partner/Director or the Company (Agency).

5. I/We further undertake that none of the Proprietor/Partners/Directors of the Agency/agency was or is Proprietor or Partner or Director of the Agency with whom the Government have banned /suspended/blacklisted business dealings. I/We further undertake to report to the Faculty-in-Charge AO, AIIMS, Patna immediately after we are informed but in any case not later 15 days, if any Agency in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a Agency which is banned/suspended in future during the currency of the Contract with you.

6. I/We further undertake that our firm/company is fulfilling all the terms and conditions/eligibility criteria obvious/explicit or implied/implicit recorded anywhere in the tender document. If at any time including the currency of the Contract, any discrepancy is found relating to our eligibility or the process of award of the contract criteria, this may lead to termination of contract and/or any other action deemed fit by the Institute.

(Signature of the Bidder)

Date: Name:
Place: Designation
Seal of the Agency Address:

I/We do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and noting has been concealed therein.

Deponent
ANNEXURE — “S”

BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

(To be executed by any scheduled bank, on a non-judicial stamp paper under bank's covering letter mentioning address of the bank)

To,
All India Institute of Medical Sciences, Patna
Phulwarisharif, Patna - 801505

In consideration of All India Institute of Medical Sciences, Patna [hereinafter referred to as "AIIMS", which expression unless repugnant to the context and meaning thereof shall include its successors and assigns] having agreed to exempt M/s______________________________________
[hereinafter referred to as 'supplier /contractor' which expression unless repugnant to the context and meaning thereof shall include its successors and assigns] from depositing with AIIMS a sum of Rs.______________________
(Rupees _______________________) towards security / performance guarantee in lieu of the said contractor having agreed to furnish a bank guarantee for the said sum of Rs.______________________
(Rupees _______________________) as required under the terms and conditions of contract / work order no ___________ dated ___________________ [hereinafter referred as the order'] placed by AIIMS on the said supplier /contractor. We,______________________ the bank [hereinafter referred to as 'the bank' which expression shall include its successors and assigns] do hereby undertake to pay AIIMS an amount not exceeding Rs. ________________ (Rupees ______________________) on the demand made by AIIMS on us due to a breach committed by the said supplier /contractor of the terms and conditions of the order.

1. We______________________ the bank hereby undertake to pay the amount under the guarantee without any demur merely on a demand from AIIMS stating that there is a breach by the supplier / contractor of any of the terms and conditions contained in the order or by the reasons of the supplier's / contractor's failure to comply with the terms and conditions as stipulated in the order or amendment(s) thereto. The demand made on the bank shall be conclusive as to the breach of the terms and conditions of the order and as regard to the amount due and payable by the bank under this guarantee, notwithstanding any dispute or disputes raised by the said supplier / contractor regarding the validity of such breach and we agree to pay the amount so demanded by AIIMS without any demur. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.______________________ (Rupees ______________________).

2. We, the bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said order and that it shall continue to be enforceable till the dues of AIIMS under or by virtue of the said order have been fully paid and its claim satisfied or discharged or till AIIMS certifies that the terms and conditions of the order have been fully and properly carried out by the supplier / contractor and accordingly discharge the guarantee.
3. We, the bank, undertake to pay to AIIMS any money so demanded notwithstanding any dispute or disputes raised by the said supplier/contractor in any suit or proceedings pending before any court or tribunal relating thereto as our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the said supplier/contractor shall have no claim against us for making such payment.

4. We _____________ the bank further agree that AIIMS shall have full liberty, without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the order/contract or to extend time of performance by the said supplier/contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the AIIMS against the said supplier/contractor and to forbear or enforce any of the terms and conditions relating to the order and shall not be relieved from our liability by reason of any such variation or extension being granted to the said supplier/contractor or for any forbearance, act or omission on the part of AIIMS or any indulgence by AIIMS to the supplier/contractor or by any such matter or thing whatsoever which under the law relating to sureties would but for this provisions have effect of so relieving us.

5. Our liability under this guarantee is restricted to Rs. _______________ (Rupees _______________) and shall remain in force up to ___________ unless demand or claim under this guarantee is made on us in writing within 6 months from the date of expiry viz. ________. We shall be discharged from all liabilities under this guarantee thereafter.

6. This guarantee will not discharge due to change in the constitution in the bank or the said supplier/contractor.

7. The bank hereby agrees to address all the future correspondence in regard to this bank guarantee to The Faculty-in-Charge Procurement, All India Institute of Medical Sciences, Patna.

8. We, _____________ the bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the AIIMS in writing.

Signed on the _______________ day of _______________

Signature

For the Bank

Witness: __________________________ Name(s) & Designation(s)

Name & Address