

RAJENDRA INSTITUTE OF MEDICAL SCIENCES, RANCHI

Final Tender paper for Comprehensive Maintenance Contract including maintenance and operation of complete Air Conditioning system of Superspecialty & Oncology Building at RIMS, Ranchi

Tender Notice No. RIMS/Civil & Electrical maintenance/358 dated 22.01.2016

Issued to

M/s _____

Against money receipt number/RIMS, dated :

Cashier
RIMS, Ranchi

Invitation of tender notice for Comprehensive Maintenance Contract including maintenance and operation of complete Air Conditioning system of Super-specialty & Oncology Building at RIMS, Ranchi

To,

M/s _____

Dear Sir,

Director, Rajendra Institute of Medical Sciences, Ranchi invites you to tender for Comprehensive Maintenance Contract including maintenance and operation of complete Air Conditioning system of Super-specialty & Oncology Building at RIMS, Ranchi.

If you are in a position to quote for operation & maintenance of air conditioning system in accordance with requirements stated in short tender notice & tender form, you must also furnish all the information, called for, along with your tender.

This tender is non transferable.

All legal matter in respect to this tender will be subjected to jurisdiction of Hon'ble Jharkhand High Court, Ranchi.

The last date of submission of tender -- 01.03.2016 (upto 4:30 p.m).
by registered posts / speed post only,

Date for opening technical bid -- 02.03.2016 at 12:30 p.m.

Yours faithfully

Sd/-
Director
Rajendra Institute of Medical Sciences
Ranchi

**OFFICE OF THE DIRECTOR
RAJENDRA INSTITUTE OF MEDICAL SCIENCES, RANCHI
Bariatu, Ranchi – 834009 (Jharkhand)**

General Terms & Conditions

The terms and conditions mentioned in tender notice no. RIMS/Civil & Electrical maintenance 358 dated 22.01.2016.

1. The tender should be submitted in duplicate complete with specification, literature, leaflet along with catalogues etc. leaving no room for back references.
2. Bids are to be submitted in two parts viz. (A) Technical Bid containing complete technical aspects including original EMD, Affidavit etc., except price bid & (B) Price Bid containing price elements only.

Note : The tenderers have to submit separate sealed technical & price bids for each department. The envelopes must be superscribed as technical bid for tender no. dated for department of & similarly price bid envelopes should be superscribed. All the envelopes of one department should be sealed within one envelop.

3. Technical Specification should be in the proforma / format given below :

A. Technical Part

1. All the electrical items including all spares/accessories/chilling materials / Switches / panels etc required for uninterrupted functioning & maintenance of Air conditioning & earthing will have to be supplied & installed by the tenderer within the CMC contract with man & material.
2. Before quoting the tender & before participating in the meeting the tenderers must have to visit the sites & they have to discuss with authority for location & confirmation of site.

Full signature of the
tenderer with seal

Designation :

Dated :

5. **Price Bid Proforma : (Price of every item must be in separate sealed envelops)**

Sl. No.	Name of work	Quoted price of the bidder
1	Providing maintenance & operational services for uninterrupted functioning of the complete air conditioning system of superspecialty & oncology building with all spares / accessories etc. with man & material	@Rs. per annum (i.e. per year). Note : RIMS shall not provide or pay any extra amount than the above quoted price, even shall not pay for a nut-bolt extra than the above quoted prices and the bidders have to provide all the required for uninterrupted functioning of A.Cs. Please mention clearly if any extra tax/taxes applicable on the above prices.

6. Price of Comprehensive maintenance contract with all spares accessories & manpower for further five years.

Year	C.M.C. Rate in Indian Rs. (per year)
1 st Year	
2 nd Year	
3 rd Year	
4 th Year	
5 th Year	

Note :

- (1) Price of C.M.C. for five years will also be considered during price comparative evaluation.
- (2) CMC will cover (inclusive of) all spares, accessories & turnkey works and it will also cover :-
 - i. High tension cables
 - ii. Helium replacement /Coolant replacement
 - iii. Any kind of motor
 - iv. Plastic & glass parts
 - v. All kind of sensors
 - vi. All kind of coils, magnets, probes, transducers, cuffs, paddles, cables, chart recorders, patient circuits, tube, bulbs, electrodes, humidifiers, sensors, cassettes, printers & images, UPS including the replacement of batteries, Air-conditioners, compressors, fuses, transformers, monitors, cameras, stabilizers, furnitures, aprons, badges, radiation accessories, software & Hardware, chambers, phantoms, pipes, boiler, electrical switches, lights & other accessories (if any) under air conditioning system without charging any extra cost.
- (3) In case of breakage of any kind of spares / accessories, the bidders have to replace the same within 03 days from the date of information, failing which penalty will be implemented on the bidders as mentioned here under.

Full signature of the
tenderer with seal

Name
(in capital letters)

Designation

Sd/-
Director
Rajendra Institute of Medical Sciences
Ranchi

7. The tenderer must enclose registration certificate of Jharkhand Sales tax/JVAT along with update respective clearance certificate or If the bidding agency is not registered under Jharkhand Sales tax department then they must give an undertaking through notary affidavit that "They will supply & install the equipment/items at fixed destination after payment of JVAT/Jharkhand Sales tax on their own & they will make their own arrangements for customs clearance in case of imported equipments. They shall not demand any document from Director, RIMS for clearance or duty exemption/waiver/relief in this regard."
8. The tender without EMD will be ignored straightway.
9. Incomplete tender will be summarily rejected.

10. The EMD will be refunded in full to the unsuccessful tenderers after finalization of tender and in case of successful tender, the EMD will be refunded only after expiry of maintenance period / after submission of bank guarantee having value equal to 10% of the annual work value. The bank guarantee must be valide at least for 15 months.
11. The full EMD shall be forfeited in case of backing out of the offer after acceptance.
12. The successful tenderer have to execute the work in accordance with the terms of time frame as finalized and approved by the purchase committee.
In case of late supply of materials, penalty will be charged on the bidder as per norms mentioned hereunder :-
 - i. After 07 days (one week) from date of breakdown - @0.5% (point five percent) per week of total contract value upto 04 weeks
 - ii. After 04 weeks @1% (One percent) of contract value per week upto 08 weeks
 - iii. After 08 weeks @2.0% (Two percent) of contract value per week upto 12 weks.
 - iv. After 12 weeks the security money & EMD will be forfeited by RIMS and the bidder will be debarred / black listed for further participations

Above mentioned same penalty will be charged during comprehensive maintenance contract period if there will be delay for more than 03 days from the date of information of breakdown.

13. The bidders have to do all the essential works by their own including all mechanical & electrical works as per requirement for fully functioning of the complete project including electrical distribution system for all the machines under the project. They have to quote accordingly. No consideration regarding extension of work or escalation of rates will be made after finalization of tender.
14. The bidders have to arrange accommodation & tools facilities for their workers by their own. RIMS shall not provide any kind of residence or tools or any other materials for their workers.

Full signature of the tenderer
With seal and date
Designation.

15. Contractor Form 'A'
Telegraph Address :-
Telephone No. :
Telex No. :
Fax No.

From

(Full name and address of the tenderer)

To
The Director
Rajendra Institute of Medical Sciences,
Ranchi.

Sir,

1. I / We hereby offer to supply the stores or to execute the works detailed in the schedule here to such position thereof as you may specify in the order at the price given in the said schedule and agree to hold the order (offer) open till it is opened. I/We shall be bound by communication of acceptance within the prescribed time.
2. I / We have understood the instructions to tenderers and terms conditions of contract for contract concluded by Director, RIMS as contained in schedule & tender notice. We have thoroughly examined specification drawing or pattern quoted in the schedule here to and am/are fully aware of the nature of the stores required.
3. The following pages have been enclosed to and from part of this tender's technical bid
.....

Yours faithfully

Signature of tenderer

Address

Dated

Seal.....

16. All documents duly completed, signed and sealed should be enclosed with your tender offer failing which your quotation will be treated as incomplete.

Technical compliance report duly filled and signed with seal of the bidder.

The bidders must fill all the rows/columns of this compliance report. This report will be inspected & evaluated by purchase committee and accordingly documents will be verified on the concerned page numbers.

Sl. No.	Enclosures required	Have you enclosed it? write clearly Yes or No	If yes then on page no. of this bid.
	In case of lack of any essential required documents the tenders will be rejected - The list of essential required documents which must be submitted with technical bid of the bidders :		
1.	Photocopy of JVAT (Sales tax) Registration certificate in Jharkhand State	Yes/No	Page No.
2.	Photocopy of JVAT/Sates tax clearance certificate of Jharkhand State, valid at the time of opening of technical bid OR If the bidding agency is not registered under Jharkhand sales tax department, then they must give an undertaking through notary affidavit that "They will supply the equipment/items at RIMS, Ranchi after payment of JVAT/Jharkhand Sales tax on their own & they will make their own arrangements for custom clearance in case of imported equipments. They shall not demand any document from RIMS for JVAT/custom clearance/duty exemption/waiver/relief in this regard".	Yes/No	Page No.

3.	(i) Whether manufacturer or authorized dealer	Write clearly manufacturer or authorized dealer	If manufacturer then valid manufacturing licence on Page No.....
	(ii) If authorized dealer then write names of the original manufacturers and enclose the authorizations issued to you. e.g.		
	a. Authorization letter of M/s	Yes or No	On Page No.
	b. Authorization letter of M/s and so on	Yes or No	On Page No.
4.	I.T. PAN no. of the bidder.	Yes or No	On Page No.
5.	Earnest money in form of Demand Draft having value of Rs. 2,00,000.00 issued by any nationalized bank only in favour of Director, Rajendra Institute of Medical Sciences, Ranchi	Yes or No	On Page No.
6.	Affidavits through first class magistrate / Notary Public, mentioning that – (a) "Our company has not been black listed or convicted in the past by any Hospital Organization or by any Government / Semi government organization / P.S.U.s / C.B.I / C.C.I & free from all kind of litigation/allegations, (b) That the firm has no vigilance case/CBI/FEMA/CCI case pending against him/supplier (Principal) (c) That the firm is not supplying the same item / doing the similar job at lower rate quoted in this tender to any government organization or any other institute". (d) That the firm shall supply the consumables & accessories required to run the machine uninterruptedly during CMC period.	Yes or No	On Page No.
7.	I.T. return certificate & balance sheet of the bidders for last three financial year.	Yes or No	On Page No.
8.	Acceptance letter/undertaking that they shall provide five years comprehensive maintenance contract with all spares, accessories & labour charges for all the equipments as well as turnkey works.	Yes or No	On Page No.
9.	Work experience for similar nature of works executed by the bidder in any Govt. or Semi Govt. agencies.	Yes or No	On Page No.

Note :

1. Sales tax form JVAT-504 G / Road permit / Entry tax etc. of Govt. of Jharkhand will not be issued by RIMS authority. It will be responsibility of the bidders to arrange JVAT form 504-G or any other documents related to sales tax / entry tax on their own.
2. If any of the above enclosures are of more than one page then in the page number columns write clearly on page no. to page no.
3. Without filling the compliance report the offer will be rejected directly at the time of technical evaluation.
4. All the bidders have to provide soft copy of their technical bid including specification (same as they have submitted in hard copy of technical bid) in PEN drive also. PEN drive must be submitted by all the bidders at the time of opening of technical bid in front of purchase committee/technical committee.
5. If there will be contradiction/Confusion regarding affidavit clauses of the tender, the matter will be finalized by legal procedure through legal opinion.

Certificate of Compliance

I Mr. / Mrs. / Miss on behalf of M/s (Name of firm / company) do hereby confirm that I have verified the above compliance report, it is duly filled. Our technical bid consists of total (No. of pages) (in words)

Signature of the Bidder
with date & seal of the firm / company

17. Please enclose photocopies of your complete registration certificate with DGS&D / NSIC / DGQA, (if any) as applicable, which should be valid on the date of tender opening.
18. Price bid of technically acceptable offers would only be opened for which either the respective firm would be invited through telephone / fax or the same may be opened with display in the notice board in case telephone message can not be passed on.
19. Liquidated damages shall be levied for delay in supplies as per tender rules.
20. The successful tenderer shall have to submit security deposit equal to 10% of the value of the contract in form of Bank guarantee pledged to Director, RIMS, Ranchi. The bank guarantee shall be valid for minimum period of 15 months.
21. Tenders / Quotations are to be submitted in duplicate. Number of pages, leaflets / pamphlets, catalogue drawings etc. should be tied separately and marked original / duplicate. However, the tender inquiry document issued by RIMS should be attached with original copy of tender / quotation.
22. Technical bids & Price bids should be kept sealed separately super scribing the envelope "Technical Bid" & "Price Bid" and Tender Notice No. & Tenderers name with full address & telephone numbers.
23. The tenderers shall have to maintain the time frame.
24. Tenderers are required to answer all the question mentioned in the schedule & should return the same duly signed and filled along with form "A"
25. The tendering firms shall note that the supplies will be made in accordance with the specification mentioned in the tender or as per requirement of the system.
26. Nevertheless, the purchaser shall be liable for price variation after final approval by purchase committee. The overseas bidders also have to quote their rates in Indian rupees. They shall calculate the exchange rate of foreign currencies in Indian rupees & quote accordingly in Indian rupees.
27. The tenderer has to mention clearly the quality, specification, names of companies for consumables like films & others to be used in the machines for optimum quality results. The tenderer has to assure in written about the local availability of consumables in their tender.
28. If the supplier, having been called upon by the purchaser to furnish security deposit (S.D.), failed to furnish the same within the period provided it shall be lawful for the purchaser to forfeit the E.M.D. and to cancel the contract.
29. The purchaser shall be entitled and it shall be lawful on his part to forfeit the amount of security deposit in whole or in part in the event of any default, failure or neglect on the part of the supplier in the fulfillment of performance in all respect of the contract under references or any other contract with the purchaser or any part thereof to the satisfaction of the purchaser.

30. The security deposit shall remain in full force and effect during the period that would be taken for satisfactory performance and fulfillment of in all respects of the contract i.e. since final acceptance of the goods/equipments or any other by the consignee and be valid upto the contract period.
31. If the inspecting officer finds that pre-inspection of the consignment is not as required then the consignment is liable for rejection.
32. Contractor / Seller hereby declare that the goods / stores / articles sold / supplied / installed to the purchaser under this contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification & particulars mentioned in the contract.
The contractor / seller hereby guarantees that the said goods / articles would continue to confirm to the description and quality aforesaid for full contract period.
33. The following clauses are required to be confirmed :-
 - a. Free routine servicing (at least 6 visits of their engineers at site in one year) will be carried out by the firm till contract period.
 - b. The firms will make available full engineer support package (ESP) including essential maintenance and recommended spares for maintenance of the equipment for the contract period.
34. Payment terms as follows :
100% after Job completion : Payment will be made on quarterly basis i.e. on every three months basis. The bidders have to submit the bills with remarks of concerned faculty HODs regarding satisfaction of works / maintenance works done by the bidder during the claimed period. Bills without remarks of HODs will not be paid.
35. The work shall be carried out as per terms & condition of this contract.
36. Contractor shall generally act as per the direction of the department official.
37. All the instruction to carry out the works defects, to be attended by the contractor shall be record in the site order book and the contractor shall note and sign the entries time to time and should take action accordingly.
38. The contractor shall maintain a register of attendance of staff and get is signed by RIMS authority on daily basis.
39. Contractor intending are strictly advised to visit the site so to ascertain the exact location and scope of work to be done and the method to be adopted him in carrying out the maintenance.
40. The electricity and water shall be provided free of cost by the department. For any maintenance / repair works to be done by the contractor on AC plant and for manning & operation.
41. The register book and maintenance register of the plant shall be filled up regularly. The blank log book and maintenance register of the plant shall be arranged by the contractor as required.
42. Watch & ward and safe custody of all the equipment shall be the responsibility of the contractor.
43. All spares, accessories & materials required for uninterrupted running of the air conditioning system beyond the scope of work shall be responsibility of the bidder or arranged by contractor without any extra cost.
44. The contractor shall have to arrange for issue of identity card to all the staff member deployed on the work and contractor shall submit bio-data of the all staff members before the start of the work to the Rajendra Institute of Medical Sciences, Ranchi.

45. Price bids and technical bids should be separately sealed, covers duly super scribed. Both the bids should be in duplicate. Both these sealed bids should be put in another main envelope duly sealed & mentioning following informations.

Tender notice no. RIMS/Civil & Electrical maintenance/358 dated 22.01.2016

Date & time of opening : 02.03.2016 at 12.30 P.M.



Director

Rajendra Institute of Medical Sciences,
Ranchi

Signature of Tenderer

Name (in block letters) : _____

Capacity in which tenderer is signed : _____

Address in full : _____

Dated : _____ Seal _____

राजेन्द्र आयुर्विज्ञान संस्थान
(झारखण्ड सरकार का एक स्वयत्तशासी संस्थान)
राँची-834009 (झारखण्ड)
दुरभाष: 0651-2541533, फ़ैक्स: 0651-2540629,
E-mail: rimsranchi@rediffmail.com



RAJENDRA INSTITUTE OF MEDICAL SCIENCES
(An Autonomous Institute under Govt. of Jharkhand)
Ranchi-834009 (Jharkhand)
Phone: 0651-2541533, Fax: 0651-2540629,
Email : rimsranchi@rediffmail.com

RIMS/Civil & Electrical Maintenance / 358 dated. 22.01.2016

NOTICE INVITING TENDER

Fresh tenders are invited through sealed offers in two bid system (Technical & Price Bid) by Speed/Registered post only from original manufacturer or authorized dealer/original executing agency for maintenance and operation of complete air conditioning system (make – TRANE 3 x 250TR) including plant and distribution system with all spares, accessories, consumables like gases, chilling materials, pipe line, electrical panel etc. under air conditioning system and also with labour charges for smooth & uninterrupted functioning of air conditioning system at Super Speciality & Oncology building of RIMS, Ranchi. Tenders will not accepted by hand or any other agency.

A.	<u>Important dates for Tenders</u>	
1.	Pre bid meeting for discussion on various technical issues.	On 01-02-2016 at 12:30 P.M. at RIMS, Ranchi. All the intending bidders must attend the pre-bid discussion meeting for clarification of their queries & requirements of RIMS. No Claims will be considered after finalization of tender paper.
2.	Date of issue of final tender documents	From 05-02-2016 to 29-02-2016 (The intended bidders may purchase tender document on any working day upon payment of Rs. 5000/- (Five Thousand) in cash to the RIMS Cashier or those who want to bid by downloading the tender document, they have to submit separate demand drafts of Rs. 5000/- for tender paper with their technical bid.
3.	Last date of submission of sealed tender documents (Only by Speed post / Registered post)	On 01-03-2016 till 4:30 P.M.
4.	Opening of technical bid & discussion on technical issues.	On 02-03-2016 at 12:30 P.M. in RIMS administrative conference hall, in front of purchase committee. All the bidders or their duly authorized representative must represent the tender opening for discussion & queries of purchase committee.

Note :

- For details of tender terms, condition & specification please visit RIMS website : www.rimsranchi.org from 25-01-2016 for sample tender paper to attend the pre-bid meeting.
- Final Tender paper will be uploaded on 05-02-2016 after pre bid meeting. All the bidders have to submit their tenders as per final tender paper (Not as per sample tender paper).
- Before participating the meetings the bidders may physically visit the site and they may discuss with the concerned H.O.Ds/Officer Incharge, RIMS, Ranchi regarding requirement or queries.

Sd/-
Director,
Rajendra Institute of Medical Sciences,
Ranchi.

Memo No. /RIMS, Ranchi, dated

Copy to :- The Medical Superintendent /H.O.D. – Medicine /Surgery /Neurosurgery /Obst. & Gynaecology /Orthopaedics/Pahtology /Cardiology /Urology /C.T.V.S. /Paediatric Surgery /Oncology, RIMS, Ranchi for information & necessary action.

Copy to :- Dy. Superintendent /Medical Officer (Stores) /Accounts Officer /Office Superintendent /Accountant /Chief Cashier /Cashier/Receiving Clerk/Director Cell, RIMS, Ranchi for information & necessary action.


Director,
Rajendra Institute of Medical Sciences,
Ranchi.