

Rate Contract For
Supply & Refilling of Medical Gases in Cylinder
At
All India Institute of Medical Sciences, Bathinda

Ref. No.	AIIMS/BTI/Tender/04
Publishing Date	08 Feb 2021 at 03:00 PM
Bid Submission Start Date	08 Feb 2021 at 03:00 PM
Pre-Bid Meeting	17 Feb 2021 at 03:00 PM
Last Date of Bid Submission	02 Mar 2021 at 03:00 PM
Bid Opening	03 Mar 2021 at 03:00 PM



ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BATHINDA

JODHPUR ROMANA, MANDI DABWALI ROAD, BATHINDA, PUNJAB – 151001

ਅਖਿਲ ਭਾਰਤੀ ਆਯੁਰਵਿਗਿਆਨ ਸੰਸਥਾਨ, ਬਠਿੰਡਾ ਅਖਿਲ ਭਾਰਤੀ ਆਯੁਰਵਿਗਿਆਨ ਸੰਸਥਾਨ, ਬਠਿੰਡਾ

Procurement cell email: procurementcellaiimsbti@gmail.com Phone no. 0164-2867547

TENDER NOTICE

Supply and Refilling of Medical Gases in Cylinder

AIIMS Bathinda – Mandi Dabwali Road, Vill. Jodhpur Romana, Bathinda – 151001

1. The Executive Director, All India Institute of Medical Sciences, Bathinda (henceforth referred as AIIMS, Bathinda) invites bids for Supply & Refilling of Medical Gases on Rate Contract Basis at the AIIMS, Bathinda for a period of one year which may be extendable up to one more year depending upon the performance at AIIMS, Bathinda through open tendering system.
2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.
3. The complete bidding process is online. Bidders should be possession of valid digital Signature Certificate (DSC) for online submission of bids. Prior to bidding DSC need to be registered on the website mentioned above. For any assistance for e-bidding process, if required, bidder may contact to the helpdesk at 0164-286-7219.
4. Tenderer/Contractor/Bidders are advised to follow the instructions provided in the ‘Instructions to the Contractors/Tenderer/Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>’.
5. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
6. The bid without EMD/Bid Security Declaration and tender fee will be summarily rejected.
7. The tender shall be submitted online in two part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.

8. Any future clarification and/or corrigendum(s) shall be communicated through Administrative Officer on the AIIMS Bathinda website: www.aiimsbathinda.edu.in and other Central Government Procurement Websites (subject to its access of AIIMS Bathinda).The bidders are required to regularly check the website to know about any/all such corrigendum(s) as only these bids, taking care of such corrigendum(s) shall be considered for finalization of the tender.
9. Bidder should necessarily enclose a covering letter mentioning a summary of applied document with proper numbering. Secondly, bid should also attach a compliance sheet as per specification mentioning that they are complying to all specification or have any variation.

10. The pre bid conference would be held on _____ at 03.00 PM through video conferencing. Interested firms are requested to shall share their details for pre-bid meeting through video conferencing. All firm's representative who are attending the pre bid meeting, shall produce an authorization letter from their firm on the firm's letter head. They are required to put their query in writing before the committee and submit the same in writing on its letter head.

Executive Director
AIIMS Bathinda

Schedule of Tender

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Tender Fee	:	Rs. 1000/- (One thousand only)
EMD	:	Rs. 2,50,000/- (Two Lakhs Fifty Thousand only)

1. Tender document may be downloaded from this Institute's official website <http://www.aiimsbathinda.edu.in> and through CPPP site <https://eprocure.gov.in/eprocure/app>
2. The Parties interested for any clarification, kindly visit AIIMS Bathinda in person on _____ **at 03:30 PM in Pre-Bid Meeting.**

DISCLAIMER

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

Sub: - Online bids are invited for Invitation of sealed bid of tender for “Rate Contract for Supply and Refilling of Medical Gas in Cylinder” at AIIMS, Bathinda” as per details and specification shown in the Annexure-I.

The Executive Director, All India Institute of Medical Sciences (AIIMS) Bathinda invites sealed tender for “Rate Contract for Supply & Refilling of Medical Gases in cylinders” valid for one year from the date of finalization of tender and same can be extended by the Director, AIIMS Bathinda on mutual agreement on same terms and conditions for one more year.

General Terms and Conditions

1 Parties: The parties to the contract are the contractor (the tenderer to whom the work have been awarded) and the AIIMS through Administrative Officer, All India Institute of Medical Sciences, Bathinda for and on behalf of the Director, AIIMS, Bathinda.

2 Earnest Money: Earnest money by means of a Bank Demand Draft of **Rs. 2,50,000/- (Rs. Two Lakh Fifty Thousand only)** may be enclosed with the quotation (Technical Bid). It is also clarified that the quotations received without earnest money will be summarily rejected. The Bank Demand Draft may be prepared in the name of "**Executive Director AIIMS Bathinda**" payable at **Bathinda**.

a) No request for transfer of any pervious deposit of earnest money or security deposit or payment of any pending bill held by the institute in respect of any previous work will be entertained.

b) Tenderer shall not be permitted to withdraw his offer at any stage or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited to the AIIMS.

c) The Tenders without Earnest Money will be summarily rejected.

d) Firms registered with NSIC or MSMEs for manufacturing the items are exempted from submission of EMD (subject to the financial limits indicated in the certificate of NSIC Govt. of India/State Government departments/Undertakings are also exempted from EMD. However, the respective firm/departments have to submit the relevant certificate etc. to avail this exemption.

e) No claim shall lie against the AIIMS in respect of erosion in the value or interest on the amount of EMD.

3 Tender Fee: Tender fee will be Non-refundable amount of **Rupees one thousand only (Rs. 1000/-)** and the tenderer shall deposit a separate Bank Demand Draft in favor of "**Executive Director AIIMS Bathinda**" along-with tender Document (Technical Bid). The tenders submitted without tender fee shall liable to be rejected summarily.

4 The tender should be submitted by those firms who are manufacturers / Authorized distributors (Documentary Proof required).

5 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 without assigning any reasons and no communication in this regard shall be made.

6 Quotations qualified by such vague and indefinite expression such as "Subject to prior confirmation", "Subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly. Any conditional bid shall be rejected summarily.

7 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 or addendum displayed on the website of AIIMS Bathinda (<http://www.aiimsbathinda.edu.in>). 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.

8 DOCUMENTS COMPRISING THE BID: The bids prepared by the bidder shall comprise of (1) Technical Bid and (2) Financial Bid:

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 & required document proof as per Annexure – I.
- (b) **Financial Status:** - The average annual turnover from similar jobs, of the firm should not be less than **2 crores** in the last three years. Copies of profit & loss account and balance sheets duly authenticate by a Chartered Accountant for the last three years should be enclosed.
- (c) Copy of constitution or legal status of the bidder manufacturer / Sole proprietorship / firm / agency etc.
- (d) **The technical bid should be accompanied by Demand draft of Rs. 1000/- (non-refundable) against tender fee and Demand Draft of Rs.2,50,000/- (Rupees Two Lakh Fifty Thousand Only) for EMD. The Demand Draft of tender fee and EMD should be prepare separately and drawn in favour of "Executive Director AIIMS Bathinda"**
- (e) Manufacturer Authorization letter for Oxygen from Drug License Department.
- (f) Manufacturer Authorization letter for Nitrous Oxide & Carbon dioxide.
- (g) Copy of quarterly Income Tax Return Acknowledgement for last Three years.
- (h) Copy of PAN Card.
- (i) Copy of GST registration certificate.
- (j) Attested copy of deed of partnership, if the firm is a partnership concern of Memorandum and Articles of Association duly certified in case of Company.
- (k) Certificate as per given Annexures.
- (l) Should have reputation and experience of over last 5 years as Medical Gas manufacturer/ authorized supplier to at least two of more than 250 bedded reputed government hospitals and should be supported with Copies of Supply Order/ Rate Contract
- (m) The supplier shall also submit the copy of the satisfactory performance certificate of two highest valued contracts awarded in last three financial years duly signed by the appropriate authority of the concerned Hospital. Performance certificate should have been issued at least after one year of completion of work.
- (n) In case of Authorized Supplier Agency, the Manufacturing Company Authorization Certificate as per the Format given at Annexure-III must enclosed with Technical Bid.
- (o) Self-declaration that the manufacturer for the Medical Gases has an in-house testing facility to for testing and logging for impurities in each batch of manufactured gas & cylinders per latest directions/notification from PESO.
- (p) Self-declaration that the manufacturer for the Medical Gases has an in-house testing facility to for measuring the tare weight, Hydraulic pressure tests etc. as per norms for compressed gas cylinders under explosives Act 1981.
- (q) Self-declaration that the manufacturer for the Medical Gases has its own full-fledged

laboratory with full-time chemist to test cylinders and to provide testing reports on quarterly basis.

Financial Bid: The financial bid shall contain:

(a) Price Bid Form [As per Annexure - VI] – Price must be quoted as per format specified, failing which tender shall be summarily rejected.

9. The bidder should send the hard copy of supporting documents, submitted with technical bid on CPPP portal, to the office of Procurement Cell, AIIMS Bathinda. The hard copy must not contain any price or financial bid. If found, the bidder will be disqualified for financial bidding. Each and every page of document should be signed by the bidder.

10. BID PRICES:

(a) It should be submitted in form given in **Annexure VI**. The price quoted will be inclusive of taxes and inclusive of all applicable charges (i.e. packing, forwarding, postage and transportation) at Freight on Road (F.O.R.) AIIMS, Bathinda and shall be fixed and final. Taxes, as applicable will be extra, which will separately be quoted in the bid, At the time of payment Income Tax or any other Tax payable shall be deducted at source.

(b) The offer shall be firm and in Indian Rupees only. No foreign exchange will be made available by the Institute.

(c) The rate 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 will be treated as non-responsive and rejected.

(d) If at any time during the period of contract, the prices of tendered items is reduced or brought down by any law or Act of the Central or State government, the supplier shall be bound to inform Purchasing Authority immediately about such reduction in the contracted prices, in case the supplier fails to notify or fails to agree for such reduction of rates, the Purchasing authority will revise the rates on lower side. If there is a price increase for any product after quoting the rates, the bidder will have to supply the item as per quoted rates. This office will not accept any higher rates after wards.

(e) The rate quoted by the participating Firm/Agency/Company should not be higher than the rates at which the items are being supplied by it to other Government Institutes/Ministries/Departments/PSUs. If subsequently it is found that the firm has supplied such items at higher rates to the All India Institute of Medical Sciences (AIIMS), Bathinda, the excess amount shall be recovered from the Performance Security and/or from the pending bills of the firm along with a penalty of Rs. 500/- (Five Hundred) on firm on such occasion and shall be doubled on subsequent occasions.

11. TECHNICAL EVALUATION:

(a) Detailed technical evaluation shall be carried out by Institute 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 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.

(b) The Institute may call the responsive bidders for discussion to facilitate and assess their understanding of the scope of work and its execution. However, the Institute shall have sole discretion to call for discussion.

(c) AIIMS Bathinda shall have right to accept or reject any or all tenders without assigning any reasons thereof.

12 FINANCIAL EVALUATION:

(a) The financial bid shall be opened of only those bidders who have been found to be technically eligible. 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.

(b) 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.

(c) The AIIMS Bathinda 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 Bathinda 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. The rate contract is not awarded in piece meal and item wise to the firm(s) who have quoted the lowest rate(s) for item(s).

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

14 Opening of Tender: The tenderer is at liberty either himself or authorize not more than one representative to be present at the opening of the tender. The representative attending the opening of the tender on behalf of the tenderer should bring with him a letter of authority from the tenderer and proof of identification.

15 Validity of the bids: The bids shall be valid for a period of 180 days from the date of opening of the tender. This has to be specified by the tenderer in the financial bid.

16 Contract Period: The rate contract for Supply & Refilling of Medical Gases Cylinders initially for a period of (1) one year and can be continued / renewed for further (1) year subject to satisfaction of the All India Institute of Medical Sciences (AIIMS), Bathinda and on mutual consent of both the parties subject to the condition/ rules framed by the Government of India from time to time.

17. Right of acceptance: The AIIMS, Bathinda reserve the right to accepting the whole or any part or portion of the bid; and the bidder shall provide the same at the rates quoted. The AIIMS Bathinda reserve the right to reject any or all tenders / quotations or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained.

18. Payment clause: Payment shall be released on the submission of Bills in Triplicate in each Calendar month wise after the verification of Medical Gases supply Records of claimed Calendar period, and payment of bills shall be released after deducting TDS as per Income Tax Rules and any other deductions as per Government rules. No payment will be made for poor quality of work.

23. Performance Security: The Successful bidder will be required to furnish an amount equals to 3% of the contract value as a performance security in the form of Fixed Deposit Receipt or Bank Guarantee from any Nationalized Bank duly pledged in the name of the "**Executive Director AIIMS Bathinda**" within 15 days from the award of contract. Security Deposit shall be kept valid for a period of 60 days beyond completion of all the contractual obligations.

The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non – observance of any condition of the contract.

In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded for whatsoever reason(s), to honor the contract, the EMD/Performance Security deposited would be forfeited.

Performance Security will be discharged after completion of contractor's performance obligations under the contract.

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

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

25. Insolvency etc: In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions

herein specified AIIMS, Bathinda shall have the power to terminate the contract without any prior notice.

26. Breach of Terms and Conditions: In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by AIIMS, Bathinda in that event the security deposit shall also stands forfeited.

27. Subletting of Work: The firm shall not assign or sublet the work/job or any part of it to any other person or party without having first obtained permission in writing of AIIMS, Bathinda,

which will be at liberty to refuse if thinks fit. The tender is not transferable. Only one tender shall be submitted by one tenderer.

28. Right to call upon information regarding status of work: The AIIMS, Bathinda will have the right to call upon information regarding status of work / job at any point of time. To assist in the analysis, evaluation and computation of the bids, the Institute, may ask bidders individually for clarification of their bids. The request for clarification and the response shall be in writing but no change in the price or substance of the bid offered shall be permitted.

29. The decision of AIIMS, BATHINDA in regard to interpretation of the Terms & Conditions and the Agreement shall be final and binding on the Agency.

30. In case of any dispute or differences arising under the terms of this Agreement the same shall be settled by reference to arbitration by a sole Arbitrator to be appointed by Director, AIIMS, Bathinda.

31. The provisions of Arbitration and Conciliation Act 1996 shall be applicable. Any violation of instructions/agreement or suppression of facts will attract cancellation of agreement without any reference.

32. Legal Jurisdiction: The agreement shall be deemed to have been concluded in Bathinda, Rajasthan and all obligations hereunder shall be deemed to be located at Bathinda, Rajasthan and Court within Bathinda, Rajasthan will have Jurisdiction to the exclusion of other courts.

33. Other Conditions: The successful firm will be required to do the work / job for a period of one year from the date of award the contract. AIIMS, Bathinda shall, however, reserve the right to terminate the contract at any time without assigning any reason.

34. No escalation in rates on any account will be permitted during the contract period. Also, no subsidy will be given over the quoted rates.

35. Quantities of the work may vary as per actual requirement.

36. Payments will be made on monthly basis only after the receipt of every ordered Medical Gases supply as per terms and conditions and specification against the respective e-Tender/Supply Order in the designated place of Hospital or Hospital stores duly approved on

satisfactory inspection, acceptance in the concerned user department against the pre-receipted bills in triplicate along with delivery challan. Bill should be submitted to the Accounts Branch for the Number of refilling and replacement carried out during the month. The vendor should keep proper record for goods/services duly certified by the concern department.

37. All pages of the tender and related papers are to be duly authenticated by tenderer.
38. The firm should also have a valid GST number, which should be mentioned.
39. The Tenderers should furnish a copy of GST registration number. Tenders not complying with this condition will be rejected.
40. Please indicate if you are currently registered with any Govt. Organization and if registered, furnish all relevant details.
41. Please state whether business dealings with your firm presently stand banned by any Government organization and, if so, furnish relevant details.
42. The items will have to be supplied at Institute site. No transportation/ cartage charges will be provided for the same.
43. AIIMS, Bathinda shall be the sole authority to cancel or amend the order, as per requirement, and also to place order for supply of item beyond office hours/holidays/place of supply for which, no additional payment shall be made.
44. The firm should have an Office or a Branch Office located at Bathinda. Availability of a responsible person on call on all working days between 09.00 Hrs to 18.00 Hrs.
45. The Successful Tenderer shall also provide the name and mobile number of a key person, who can be contacted at any time, even beyond the office hours on holidays. The person should be capable of making arrangement for supply of the desired items even on short notice to AIIMS, Bathinda.
46. The rate quoted by the participating Firm/Agency/Company should not be higher than the rates at which the items are being supplied by it to other Government Institutes/Ministries/Departments/PSUs. If subsequently it is found that the firm has supplied such items at higher rates to the All India Institute of Medical Sciences (AIIMS), Bathinda, the excess amount shall be recovered from the Performance Security and/or from the pending bills of the firm along with a penalty of Rs. 500/- (Five Hundred) on firm on such occasion and shall be doubled on subsequent occasions.
47. Applicable taxes will be deducted at source at the time of settlement of bills. TDS

certificate will be issued.

48. The agency shall not engage any sub-contractor or transfer the contract to any other person in any manner.

49. The bidder shall be bound by the details furnished by him/her to the All India Institute of Medical Sciences (AIIMS), Bathinda while submitting the tender or at subsequent stage. Upon selection of the Tenderer, if at any stage, the documents furnished by him/her are found to be false, it would be deemed to be a breach of terms of contract, the contract shall be cancelled at the discretion of competent authority and performance security shall be stand forfeited.

50. The firm has not been blacklisted in the past by any government/ Private institution and there is no Vigilance/CBI case pending against the firm supplier.

51. The rate quoted by firm should be final and written in ink or typed against each item and should not be overwritten.

52. Each page of the Tender Notice should be signed and stamped by the bidder in token of having accepted the same.

53. The AIIMS, Bathinda reserves the right to place an order for supply of any items mentioned in the Financial Bid or otherwise, to any other firm(s) in emergency/unavoidable situation.

54. Inspection: The Director, AIIMS Bathinda shall be the final authority to reject full or any part of the supply which is not confirming to the specification and other terms and conditions.

Special Conditions

- 1.** The firm must be manufacturer/ authorized distributor of medical gases i.e. medical oxygen, nitrous oxide, medical CO2 and Medical air and the firm should hold valid manufacturing license for medical gases from the state drug controller as per the provision of drugs and cosmetic act 1940 and rules there under.
- 2.** Firm, should have a valid license for storage filling and cylinder testing and another requisite license if any issued by PESO Nagpur as statutory requirement.
- 3.** The tenderer has to ensure compliance of prevailing/latest guidelines/amendments of PESO and gas cylinder rules Gas cylinder rules, 2016
- 4.** The tenderer should timely obtain necessary filling permission from the chief controller of explosives under Rule 45 while supplying the cylinders for filling of compressed cryogenic gases, if required.
- 5.** Should have reputation and experience of over last 5 years as Medical Gas manufacturer/ authorized supplier to at least two of more than 250 bedded reputed government hospitals and should be supported with Copies of Supply Order/ Rate Contract
- 6.** The supplier shall also submit the copy of the satisfactory performance certificate of two highest valued contracts awarded in last three financial years duly signed by the appropriate authority of the concerned Hospital. Performance certificate should have been issued at least after one year of completion of work.
- 7.** The Firm should have its own full-fledged laboratory with full-time chemist to test cylinders and to provide testing reports on quarterly basis.
- 8.** Should have full facility for testing and logging for impurities in each batch of manufactured gas & cylinders per latest directions/notification from PESO. The facilities shall be open to inspection by Hospital Authorities.
- 9.** In house facility for regular testing & certification of cylinder for tare weight, Hydraulic pressure tests etc. as per norms for compressed gas cylinders under explosives Act 1981, expenditure for testing & certification will be borne by company.
- 10.** The firm should have adequate & efficient safe transport and a Depot in Bathinda region in order to ensure timely supply of medical gases. If firm has not its own Depot in Bathinda then the firm should have to set up its depot in Bathinda region within 90 days from the date of award of Contract. Also, the firm should submit an undertaking for the same along with clause that the firm will deliver the medical gases on time until the set-up of depot.
- 11.** The firm should maintain color code of all medical gas cylinders.
- 12.** The firm should not demand separate security, caution money & rent/maintenance charge, transport charges and holding charges on gas cylinders.
- 13.** The firm should supply and station the cylinders to the Administrative area of the manifold room. No installation and uprooting charges will be paid.
- 14.** In case the supplier fails to supply the material as per requirement, the order will be liable to

be cancelled without any prior information and the Security Money/Earnest Money, whichever is available at that time, will be forfeited.

- 15.** The firm will be responsible for routine check and maintenance at no extra cost.
- 16.** The firm should ensure for refilling and supply of all type of cylinders A, B, D/Bulk, AA and bottle type for medical gases (O₂, N₂O, CO₂, and Medical Air).
- 17.** The firm **MUST** maintain uninterrupted supply of Medical Gases even in case of emergencies. In case the firm fails to supply the required medical gases on time, in addition to the penalty applicable as per the contract, the Hospital reserves the right to make alternate arrangement for the supply of gases at the firm's risk and the cost of risk purchase will be borne by the firm.
- 18.** Tenderer are bound to supply /refill the cylinders during the validity of tender at the approved rates. If the price of any item is reduced due to any reasons during the validity of the tender, the same should be intimated to AIIMS Bathinda and the benefit of reduced rate should be passed to AIIMS Bathinda.
- 19.** Director AIIMS Bathinda reserves the right to select different vendors if the lowest rates for different gases differ among bidders.
- 20.** Cylinder should mention date of last testing & due date of next testing.
- 21.** Note: Representative from the hospital may visit the suppliers place from time to time for checking gross weight, tare weight and net weight of the cylinders. The supplier shall have to provide necessary information and shall cooperate in this matter, no additional charges will be payable from hospital.
- 22.** The Bidder has to quote for all the gases and all sizes of cylinder.
- 23.** For NO₂ and Carbon Dioxide, the rate should be quoted on per Kg basis; For O₂, the cylinder pressure should be more than 135-bar in winter and more than 140-bar in summer. Cylinder showing less pressure shall be returned and the vendor shall replace them with adequately filled cylinders at their own cost.
- 24.** The bidder should have Manufacturer Authorization certificate for Oxygen, Nitrous Oxide & Carbon dioxide from concern appropriate government institution.
- 25.** The oxygen gas filled cylinder supply will be ensured by supplier without any interruptions. This will be the prime responsibility of approved supplier.
- 26.** The supplies / bills should be accompanied by batch analysis report.
- 27.** A reserve stock of Two to Three times cylinder filled oxygen medical IP grade will be kept in Hospital every time.
- 28.** All material, machinery, cylinder, manpower and consumables etc. required for the Supply & Refilling of Medical Gas Cylinders shall be arranged by the contractor. Cost of all the items should be taken into consideration while quoting the charges.
- 29.** The delivery of filled cylinders and collection of empty cylinders from AIIMS premises shall be the responsibility of the contractor.

- 30.** There should be proper color coding for oxygen, nitrous oxide and CO2 cylinders.
- 31.** The Bidder should refill the oxygen gas within 1 day, CO2 gas within 3 day and nitrous oxide within 15 day from the receipt of intimation. The bidder should have suitable arrangements for oxygen gas to emergency supplies within 3 hours from the receipt of intimation and also round the clock service.
- 32. Penalty for delay in supply:** If the supplier fails to deliver any or all the items or fails to perform the service within the time frame(s) incorporated in the tender, AIIMS Bathinda shall, without prejudice to other right and remedies available to AIIMS Bathinda under the tender, deduct from the quoted price, as liquidated damages, a sum equivalent to 2% per week of delay or part thereof on delayed supply of the quoted amount. Once maximum 10 % of value of contract for delayed supply is reached, AIIMS Bathinda may consider termination of the rate contract.
- 33. Labeling of cylinders:** – Every cylinder shall be labeled with the name of the gas and the name and address of the person by whom the cylinder was filled with gas. A warning in the following terms shall be attached to every cylinder containing permanent or liquefiable gas, namely: -

“WARNING”

Gas Cylinders, Rules, 2004

- (i) Do not change the colour of this cylinder.
 - (ii) This cylinder should not be filled with any gas other than the one it now contains.
 - (iii) No flammable material should be stored in the close vicinity of this cylinder or in the same room in which it is kept.
 - (iv) No oil or similar lubricant should be used on the valves or other fittings of this cylinder.
 - (v) Please look for the next date of test, which is marked on a metal ring inserted between the valve and the neck of the cylinder, and if this date is over, do not accept the cylinder for filling.
- 34.** The cylinders from the bidder side should have PROPER VALVE GUARD with anti-tamper sealing.
- 35.** The cylinders should be checked and tested as per the CCOE, Nagpur rules and regulations.
- 36.** Dedicated gas cylinders should be used for medicinal gases. These cylinders are specially treated to fill medical grade gases.
- 37.** In case there is leakage of any cylinder due to any defect of cylinder, the supply will not be accepted by AIIMS Bathinda.
- 38. Indemnify to AIIMS Bathinda by Tenderer:** Tenderer should indemnify AIIMS Bathinda and give an undertaking stating that if the firm fails to maintain standard laid down for medical gases usage, transportation, refilling, handling and any other mishap occurs during medical Gas Supply and Refilling to AIIMS Bathinda, the firm will be responsible as per existing laws as applicable and bear all the cost and compensate the victims (if any).
- 39.** Rejected supply should be taken back and be replaced by the supplier within the specific period as instructed by the AIIMS Bathinda. In case of failure to do so, Director, AIIMS Bathinda reserves the right to dispose of the rejected supply if not lifted from this from the Hospital Complex

of AIIMS Bathinda by the Supplier Agency/Contractor within the stipulated period and against the same no payment shall be made to the Supplier Agency/Contractor.

40. Proper steps should be taken from contractor side on cylinders safety, maintenance & arranging safety and operation training for manifold operator.

41. It will be the sole responsibility of the contractor to refill the cylinder within stipulated time frame, otherwise, the Institute may impose penalty.

Schedule of Requirement

Technical Specifications for required Medical Gases and Cylinders:

Specifications of Oxygen D – Type Cylinder

1. Supply of Oxygen Bulk Cylinder ISI marked to IS 7285(Part-2):2004 duly approved from CCOE Nagpur. The cylinder shall be fitted with valve & valve guard having following broad specifications:
 - a) Dimensions : 232 mm O.D x 1365 mm length.
 - b) Capacity Minimum : 6.7 Cubic meter Gas capacity/46.7 liters Water capacity
 - c) Minimum Wall thickness = 5.2 mm.
 - d) Working pressure at 15°C = 150 kgf/cm²
 - e) Test pressure = 250 kgf/cm².
 - f) Nominal Tare Weight = 51.00 kg with Neckning.
 - g) Fitted with bull nose type valves as per IS: 3224, and neck cap.
2. Color code of the cylinder should as per IS 3933-1966 with updating till date.
3. Certificate - Manufacture certificate, ISI certificate & department of explosion Govt. of India to be provided for each specified cylinder separately at the time of supply.
4. Matching Key cum spanner to release Oxygen for each cylinder separately or modern valve and regulator.

Specifications -B Type of Oxygen Cylinder

1. Supply of Oxygen Bulk Cylinder ISI marked to IS 7285(Part-2):2004 duly approved from CCOE Nagpur. The cylinder shall be fitted with valve & valve guard having following broad specifications:
 - h) Dimensions : 140 mm O.D x 855 mm length.
 - i) Capacity Minimum : 1.53Cu.m. Gas capacity /10.2 liters Water capacity
 - j) Minimum Wall thickness = 4.2 mm.
 - k) Working pressure at 15°C = 150 kgf/cm²
 - l) Test pressure = 250 kgf/cm².
 - m) Nominal Tare Weight = 14.9 kg with Neckning.
 - n) Fitted with bull nose type valves as per IS: 3224, and neck cap.
2. Color code of the cylinder should as per IS 3933-1966 with updating till date.
3. Certificate - Manufacture certificate, ISI certificate & department of explosion Govt. of India to be provided for each specified cylinder separately at the time of supply.
4. Matching Key cum spanner to release Oxygen for each cylinder separately or modern valve and regulator.

Specifications -A Type Oxygen Cylinder

1. Supply of Oxygen Bulk Cylinder ISI marked to IS 7285(Part-2):2004 duly approved from CCOE Nagpur. The cylinder shall be fitted with valve & valve guard having following broad

specifications:

- | | |
|-----------------------------|--|
| II) Dimensions | : 140 mm O.D x 430 mm length. |
| III) Capacity Minimum | : 0.68Cu.m. Gas capacity.
: 4.5 liters Water capacity |
| IV) Minimum Wall thickness | = 4.2 mm. |
| V) Working pressure at 15°C | = 150 kgf/cm ² . |
| VI) Test pressure | = 250 kgf/cm ² . |
| VII) Nominal Tare Weight | = 8.2 kg with Neckning. |
| VIII) Neck Threading | : IS3224 1979. |

1. Color code of the cylinder should as per IS 3933-1966 with updating till date.
2. Certificate - Manufacture certificate, ISI certificate & department of explosion Govt. of India to be provided for each specified cylinder separately at the time of supply.
3. Matching Key cum spanner to release Oxygen for each cylinder separately or modern valve and regulator.

Specifications of N₂O D - Type Cylinder

1. Supply of N₂O Bulk Cylinder ISI marked to IS 7285(Part-2):2004 duly approved from CCOE Nagpur. The cylinder shall be fitted with valve & valve guard having following broad specifications:
 - a. Dimensions : 232 mm O.D x 1365 mm length.
 - b. Capacity Minimum : 1800 liters N₂O Gas capacity/46.7 liters Water capacity
 - c. Minimum Wall thickness = 5.2 mm.
 - d. Working pressure at 15°C = 150 kgf/cm².
 - e. Test pressure = 250 kgf/cm².
 - f. Nominal Tare Weight = 51.00 kg with Neckning
 - g. Neck threading: IS: 3224
2. Color code of the cylinder should as per IS 3933-1966 with updating till date.
3. Certificate - Manufacture certificate, ISI certificate & department of explosion Govt. of India to be provided for each specified cylinder separately at the time of supply.

Specifications –A Type of Nitrous Oxide Cylinder

1. Supply of Nitrous oxide Bulk Cylinder ISI marked to IS 7285(Part-2):2004 duly approved from CCOE Nagpur. The cylinder shall be fitted with valve & valve guard having following broad specifications:
 - a. Water capacity = 5 litres capacity
 - b. Gas capacity =0.75 cu.mm
 - c. Outside diameter =108mm

- d. Wall thickness =4mm
 - e. Cylinder length =735mm
 - f. Cylinder weight =9.3 kg
 - g. Working pressure at 15°C = 150 kgf/cm².
 - h. Test pressure = 250 kgf/cm².
 - i. Neck threading: IS: 3224
2. Color code of the cylinder should as per IS 3933-1966 with updating till date.
 3. Certificate - Manufacture certificate, ISI certificate & department of explosion Govt. of India to be provided for each specified cylinder separately at the time of supply.

Specifications of CO2 D - Type Cylinder

1. Supply of CO2 Bulk Cylinder ISI marked to IS 7285(Part-2):2004 duly approved from CCOE Nagpur. The cylinder shall be fitted with valve & valve guard having following broad specifications:
 - a) Dimensions : 232 mm O.D x 1365 mm length /46.7 liters Water Capacity
 - b) Minimum Wall thickness = 5.2 mm.
 - c) Working pressure at 15°C = 150 kgf/cm².
 - d) Test pressure = 250 kgf/cm².
 - e) Nominal Tare Weight = 51.00 kg with Neckning.
 - f) Neck threading: IS: 3224.
2. Color code of the cylinder should as per IS 3933-1966 with updating till date.
3. Certificate - Manufacture certificate, ISI certificate & department of explosion Govt. of India to be provided for each specified cylinder separately at the time of supply

Technical Specifications for Medical Gases

Compressed Medical Oxygen

Medical grade I.P. 1996/Latest IP 2010 - Certified safe for human use.

Purity 99-100%

Carbon monoxide less than 5 PPM

Carbon-di-oxide not more than 300 PPM

Free from halogen, polymer & oxidizing substance & moisture.

Should not cause any damage to the materials of cylinders, Gas pipeline, Anesthesia machine and ventilators.

Nitrous Oxide

Medical grade I.P. 1996/Latest IP 2010 -Certified safe for human use.

Purity 99-100% in liquefied form.

Humidity and other impurities zero percent.

Free from hydrogen sulphide.

Free of all forms of reducing and oxidizing substances.

Should not cause any damage to the materials of cylinders, Gas pipeline, Anesthesia machine and ventilators.

Each batch must have passed tests for alkalinity, arsenic, phosphate and ammonia.

Carbon dioxide

i Medical grade I.P. 1996/Latest IP - Certified safe for human use. ii Should not damage any instrument/equipment used with it.

Purity - 99.95% and above

Medical Grade I.P.

Certified Safe for Human use

Total Sulfur < 0.1 ppm

Aromatic Hydrocarbons <20 ppm

Total Hydrocarbons < 50 ppm

Odourless and Colourless

Compatible to laparoscopic use

Annexure – I**TECHNICAL BID**

(Tenderer may use separate sheet wherever required)

S. No.	Details of the Tenderer / Bidder	Page No.	Remarks
1.	Name & Address of the Tenderer/ Bidder		
2.	Complete Address		
3.	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
4.	Details of the Earnest Money Deposit (EMD) (Yes/No) DD No.: Dated: Drawn on Bank: Amount: (Rupees.....)		
5.	Details of the cost of the Tender documents (Yes/No) DD No.: Dated: Drawn on Bank: Amount: (Rupees.....)		
6.	Whether each page of NIT and its annexure have been signed and stamped		
7.	Whether Bidders have quoted for each item mentioned in Annexure V (Yes/No) (If NO, then please attach a list of quoted items with the Technical Bid without indicating price)		
8.	List of Major Customer may be given on a separate sheet and proof of satisfactory supply, if any		
9.	Last three years quarterly Income Tax Certificate		
10.	Copy of GST Registration		
11.	Proof of, “Should have reputation and experience of over last 5 years as Medical Gas manufacturer/ authorized supplier to at least two of more than 250 bedded reputed government hospitals and should be supported with Copies of Supply Order/ Rate Contract”		

	Proof of, "Copy of the satisfactory performance certificate of two highest valued contracts awarded in last three financial years duly signed by the appropriate authority of the concerned Hospital. Performance certificate should have been issued at least after one year of completion of work."		
	Self-declaration that the manufacturer for the Medical Gases has an in-house testing facility to for testing and logging for impurities in each batch of manufactured gas & cylinders per latest directions/notification from PESO.		
	Self-declaration that the manufacturer for the Medical Gases has an in-house testing facility to for measuring the tare weight, Hydraulic pressure tests etc. as per norms for compressed gas cylinders under explosives Act 1981.		
	Self-declaration that the manufacturer for the Medical Gases has its own full-fledged laboratory with full-time chemist to test cylinders and to provide testing reports on quarterly basis.		
12.	Permanent Account Number		
13.	Sale Tax Registration No.		
14.	TIN No. with Proof		
15.	Whether copies of authenticated balance sheet for the past three years enclosed		
16.	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items.		
17.	Email Id		
18.	Landline No.		

- Page number/serial number may be given to each and every page of Tender Documents and photocopies of the documents attached. Mention Page number, wherever the copy(ies) of the document(s) is kept.
- In case of non-fulfillment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

Date:
Place:

Name :
Business Address :
Signature of Bidder :
Seal of the Bidder :

Annexure - II

CERTIFICATE

(To be submitted on letter head of the company/ firm)

I/ We hereby certify that the above firm has not been ever blacklisted by any Central/State Government/Public Undertaking/Institute on any account.

I/ We also certify that firm will be supplied the item as per the specification given by Institution and also abide all the terms & conditions stipulated in tender.

I/ We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, any contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and Institute may imposed any action as per NIT rules

I/We also certify that I have read tender document in detail and have understood it completely and is accepting all the terms & Conditions as written in the tender document.

Date:	Name	:
Place:	Business Address	:
	Signature of Bidder	:
	Seal of the Bidder	:

Annexure – III

CERTIFICATE OF PRICE JUSTIFICATION

[To be given on letter head]

NIT No.:

I/We, M/s. _____ certify that the rates provided are our best rates and we have not given these materials to any Government Department/PSU/Institution for lesser than these rates in last one year.

SIGNATURE AND STAMP OF THE BIDDER

Annexure – IV

FORMAT FOR MANUFACTURER’S AUTHORIZATION

To,
The “Director”,
All India Institute of Medical Sciences (AIIMS)
Bathinda

Dear Sir,

Ref. Your NIT No _____, dated _____

We, _____ who are
proven and reputable manufacturers of _____ (name and
description of the Items offered in the Quotation) having factories at

_____, hereby
authorize Messrs. _____ (name and address of the agent) to submit a Quotation,
process the same further and enter into a Rate Contract with you against your requirement as contained in the
above referred Quotation Form for the above items manufactured by us.

We further confirm that no supplier or firm or individual other than Messrs.

_____ (name and address of the above agent) is
authorized to submit a tender, process the same further and enter into a Rate Contract with you against your
requirement as contained in the above referred Quotation Form for the above items manufactured by us.

We also hereby confirm that we would be responsible for the satisfactory execution of supply contract placed
on the authorized agent.

We also confirm that the price quoted by our agent shall not exceed than that which we would have quoted
directly.

Yours faithfully,

[Signature with date, name and designation]

For and on behalf of Messrs. _____

[Name & address of the manufacturers]

Note:-

1. This letter of authorization should be on the letter head of the manufacturing firm and should be signed
by a person competent and having the power of attorney to legally bind the manufacturer.
2. Original letter may be enclosed with technical bid.

Annexure – V**Approximate Quantity**

S. No	Name of Item	Approximate quantity (Yearly consumption)
1	A- Type Oxygen Cylinder	500
2	B-Type Oxygen Cylinder	36500
3	D-Type Oxygen Cylinder	36500
4	A – Type Nitrous Oxide Cylinders	30
5	D – Type Nitrous Oxide Cylinders	100
6	D – Type Carbon Dioxide Cylinder	30

**The quantity mentioned above against each Type Cylinder shall be communicated later on as per the AIIMS Bathinda Actual Requirement after the issuing of Notification of Award to successful L-1 Agency/Agencies. The quantity may increase/decrease either side as per actual requirement of AIIMS Bathinda and successful L-1 Agency/Agencies is liable for supply the Increased/Decreased quantity of requested Medical Gases on their approved L-1 Rates during entire validity period of their Rate Contract to AIIMS Bathinda.*

Annexure - VI**Financial Bid****Format for Financial Bid****(To be submitted on the letterhead of the company / firm)**

S. No	Name of Item	Approximate quantity (Yearly consumption)	Rate per cylinder refill.	GST in Rs.	Total Amount in Rs. (Approximate quantity X amount including taxes)
1	A- Type Oxygen Cylinder	500			
2	B- Type Oxygen Cylinder	36500			
3	D- Type Oxygen Cylinder	36500			
4	A-Type Nitrous Oxide Cylinder	30			
5	D-Type Nitrous Oxide Cylinder	100			
6	D-Type Carbon Dioxide Cylinder	30			
Grand Total in Figure					
Grand Total in words					

(L1 will be decided on composite basis)

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- I. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrolment” on the CPP Portal which is free of charge.
- II. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- III. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- IV. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- V. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- VI. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
3. Number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
4. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF/XLS/RAR/DWG/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should

save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. The documents being submitted by the bidders would be encrypted using PKI encryption all techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key.
8. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
10. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
11. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings

Digital Certificates:

For integrity of data and authenticity / non-repudiation of electronic records, and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC), of Class III, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

ASSISTANCE TO BIDDERS

- Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

Documents to be uploaded with Technical Bids

The following documents are required to upload by the Bidder along with Technical Bid as per the tender document: -

- I. Name & Address of the Tenderer Organization/ Agency with phone number, email and name and telephone/mobile number of contact person (On Letter Head).
- II. Scanned Copy of EMD must be uploaded.

- III. State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization (On Letter Head).
- IV. Power of Attorney Authorization for signing the Bid documents in case of Partnership firm or a company or a Government Department or a Public Sector Organization & different person other than proprietor.
- V. Is the bidder having License RLC of Punjab, if yes please provide the copy of License. If not, than undertaking (on letter head) for providing the same within 30 days from the award of work.
- VI. Is the bidder registered under Employee's Provident Fund (EPF)? If yes, please mention Registration No. And attach proof there to.
- VII. Is the bidder registered under Employee's State Insurance (ESIC)? If yes, please mention Registration No. And attach proof there to.
- VIII. Is the bidder registered under GST Tax Act? If yes, please mention GST Registration No. And attach proof there to.
- IX. PAN No. (Please attach copy).
- X. Please attach copies of return of Income Tax for last three financial years (2017- 2018, 2018-2019and 2019-20).
- XI. Please attach Annual Accounts (Balance sheet & P/L Accountant) of the agency, duly certified by Chartered Accountant for last three financial years (2017-2018, 2018-2019and 2019-20).
- XII. Please attach certificate duly signed by the statutory auditor stating that the Average Annual Turnover of bidder in the last three financial years (2017-2018, 2018-2019and 2019-20) is not less than ₹ 30.00 Cr.
- XIII. Please attach certificate duly signed by Statutory auditor stating that the Average of the ratio of PAT to Turnover for the last three financial years is more than 1.5%
- XIV. Please submit on company/firm letter head that:-
- XV. No case is pending the police against the Proprietor/partner or the Company (Agency). Indicate any convictions if any against the Company/firm/partner.
- XVI. proprietor/firm has never blacklisted by any organization.
- XVII. Duly filled Form-A& B.
- XVIII. Valid ISO 9001 certificates
- XIX. The bidder should have their registered office / branch in Bathinda. If not, then undertaking (on letter head) for providing the same within 30 days from the award of work.
- XX. The tenderer should submit an undertaking on their letter head that "any complaints towards non-payment of wages, other liabilities & statutory obligations will be received by Administration will be paid by AIIMS Bathinda& same will be deducted on monthly bills/Performance Security & also lead to strict administrative action against the contractor as per extent Rule of Govt. of India.
- XXI. Any other document as specified in the tender document.