

**OFFICE OF THE MANAGING DIRECTOR
NAGA HOSPITAL AUTHORITY KOHIMA
DEPT. OF PATHOLOGY (DBT PROJECT)
KOHIMA : NAGALAND**

Tele/Fax - No.0370 2292149
Email – dbtkohima@gmail.com

NOTICE INVITING TENDE

Dated Kohima, the 26th April 2011

No. NHAK/DBT/S-2/ 2011/ /The Naga Hospital Authority Kohima invites sealed tender for supply, transportation to site, installation and commissioning of equipments and other requirement for DBT sponsored project as per enclosed Appendix-I from the reputed Manufacturers /Dealers / Firm / company / financially sound supplier etc. as per **terms and conditions** indicated below:

1. The tender is required to be submitted in two bids viz; ‘Technical Bid’ and ‘Financial Bid’ separately super scribing on the envelopes as ‘Technical Bid’ and ‘Financial Bid’ respectively mentioning the name of the equipment/schedule and name of the tenderer. Each and every page of the quotation is to be serially numbered and duly signed by authorized signatory/ tenderer. Both the envelopes are to be put in a single envelop super scribing ‘Tender for equipment (Schedule number/ Name of the equipment) and name of the tenderer specifying the number of the sealed envelopes enclosed / inserted which will be received up to 12.30 hours on 09.05.2011. The tenderer or his legally empowered representative may remain present at the time of the opening.

2. **Technical Bid** – This should include following

- Tender fee as per Sl. No. 27
- EMD (to be furnished as per instruction given at serial no. 5)
- Catalogue/ literature make and model of the equipment offered along with Local/Regional servicing facilities with complete address.
- Undertaking for providing AMC/CMC for 3 years or as mentioned in the specification after expiry of warranty/guarantee period with rate blanked.
- Warranty/ guarantee period
- User list.
- Statement of deviation (parameter-wise) from technical specifications and commercial condition, if any
- Authority letter from manufacturer in case bid is submitted by authorized agent (Annexure-III).
- Certificate of Quality control of the equipment to be supplied
- Copy of PAN card/Copy of VAT Registration Certificate & clearance certificate
- GRN / TIN, copy of Trade license
- Technical details of the quoted items with reference to the tender specification as per APPENDIX -II.

3. **Financial Bid**- It should comprise of the followings –

The information given at technical bid should be reproduced with the price indicated. Any deviation in this regard will render the bid liable for rejection. The price should be inclusive of lump sum prices as per description given at serial number 4 below. The price of AMC/CMC for five year after expiry warranty/guarantee period should be given in the financial bid only. The tender will not be considered without offer of AMC/CMC. Only Technical bid (un-priced) shall be opened first and shall be referred for the technical evaluation. The financial bid of only those tenderers whose technical bid is found acceptable by the technical evaluation committee will be opened by the purchase committee for further action.

4. Rate should be quoted as lump sum price F.O.R. destination in Indian Rupees inclusive of cost of equipment, freight, insurance, transit insurance, packaging, transportation, sales tax/VAT, excise duty and other tax etc. as well as charges for installation and commissioning with all the men & materials required for the same, all inclusive lump sum prices need to be accompanied by a statement indicating a clear 'break up' of lump sum price in its various component adding to arrive at all inclusive lump sum price. No other charge in addition will be payable on any account over and above the lump sum price quoted. Price variation clause will not be acceptable. The rate quoted in ambiguous terms such as 'freight on actual basis' or 'taxes as applicable extra' or 'packaging forwarding extra' will render the bid liable for rejection irrespective of its gradation in respect of lump sum price quoted. Bidders in their own responsibility of whatsoever concession and exemption eligibility applicable to the Institute and shall advise the purchaser and quote accordingly. Bidders shall indicate the actual amount of octroi, excise duty, sales tax etc. which become otherwise payable in the extreme event of Institute authorities being not in a position to release certificate such as octroi exemption certificate, Form-D etc. Tender should be typed in words as well as figures free from erasing / error in typing. The tenderer must attest any erasing/error, otherwise the rate in reference of that particular item shall not be considered. The tenderer along with seal of the firm must sign each page of the tender. The covering letter should indicate the list of enclosures.

5. 1. **EMD**- EMD amount as mentioned in the schedule of items given at Appendix- I in the form of Bank Draft/FDR (Nationalized Bank) pledged in favours of the Managing Director, Naga Hospital Authority Kohima, Nagaland- 797001 must be submitted as Earnest money Deposit along with Technical Bid which shall be refunded to bidders without any interest after finalization of the tender.

5.2. The EMD will be forfeited if the vendor withdraws or amends impaired and derogates from the tender or fails to execute duties on time as per directions of the Institute in any respect within the period of validity of tender.

5.3. (i) EMD will be refunded to the unsuccessful tenderer within thirty days from the date of issue of the supply order to the successful tenderer and no interest would be paid thereon; and (ii) EMD of the successful tenderer will be released only after the firm concerned deposits with the Naga Hospital Authority Kohima, Nagaland, necessary security deposit mentioned in para 6 below. However, EMD may be adjusted towards security deposit on request from the successful contractor. No interest will be paid on the EMD/ security deposit.

6. **Security Deposit**: Security Deposit equivalent of 10 percent of the total cost of the equipments approved shall have to be deposited by the successful tenderer through Demand Draft/ Banker's cheque in favour of Managing Director, Naga Hospital Authority Kohima, Nagaland payable at Kohima on demand or the said amount will be deducted from the bill. The same will be released after fulfillment of contractual obligations and no interest shall be payable thereof.

An **agreement** will be executed with the successful tenderer in the format prescribed by the Institute.

7. **Supply**: Supply shall be made by successful tenderer within 60 days from the date of placement of supply order. Unless otherwise decided by the Institute authority, the contract will stand terminated after expiry of 60 days from the date of placement of supply order at the risk, cost and responsibility of the tenderer.

8. **Penalty for delay in delivery**: Non-performance of the contract provisions may make the bidder liable to be disqualified to participate in any tender for the next 5 years, in addition to forfeiture of EMD / Performance Security and other penal provisions.

9. **Working Demonstration**: Working Demonstration shall be provided to the Technical evaluation Committee within stipulated time frame as and when asked for.

10. **Only manufacturer, authorized distributor/stockiest/Agent** of the firm whose item is being quoted would be considered.
11. **Name, Designation and specimen signature** of the person/ representative authorized by the competent authority of the firm to deal with the tender/ sign the tender document must be enclosed with the tender.
12. (a) Tenderer must provide local address, if any, along with the telephone number and Fax no. with tender for all correspondence.
(b) The firm should also provide the complete address along with telephone and fax no. of the service station from where after sale service will be provided.
13. The bid shall remain valid for 365 (three hundred and sixty five) days after date of tender.
14. **Guarantee/Warranty** – The equipment should be guaranteed/warranted for minimum period of 3 years or as mentioned in the specifications from the date of satisfactory installation.
15. (a) The tenderer shall enclose an undertaking by the manufacturer of the equipment for servicing the equipment and supply the spare parts whenever required at least for five years after completion of warranty/guarantee. In case of CMC (Comprehensive Maintenance Contract) the rate should be quoted inclusive of spares.
(b) The firm should ensure to keep the equipment in working order throughout the year.
(c) In event of equipment covered under CMC/AMC going out of order the fault shall have to attend within 72 hours of lodging the complaint. In case the equipment is not restored in functional order within a reasonable time without acceptable reasons a penalty of 0.5 percent of total cost of AMC/CMC of the equipment per day for the period of the equipment remaining out of order will be levied during AMC/CMC.
(d) During warranty/guarantee period in event of equipment remaining out of order for a period of 72 hours of lodging the complaint without any acceptable reasons penalty of extent of 0.25 percent of the purchase value of the equipment shall be levied for each day of the equipment remaining nonfunctional beyond permissible limit.
16. **For spares** – Along with the rate of AMC a list of commonly used spares with price as on date be also enclosed in the financial bid.
17. One agent cannot represent two manufacturers or quote on their behalf in a particular tender for particular item.
18. **Tenderer** has to submit signed declaration Form given in the main tender document
19. Any other miscellaneous items required for the equipment may also be quoted in the financial bid.
20. **Installation and commissioning:** Tenderer is to specify the total cost that will be required to supply, installation and commissioning of the equipments at allocated site of Naga Hospital Authority Kohima, Nagaland if the entire responsibility is given on turnkey basis. Scope of turnkey includes civil modification, electrical installation, furniture and interior decoration etc.
21. **A certificate from the principal that-**
(a) Regarding AMC/CMC spares and Any other miscellaneous items (as applicable) of the equipment quoted will be made freely available for at least five/ten years after expiry of warranty/guarantee period (as per annexure II). **‘To be made part of technical bid’**

(b) Information regarding appointment of new agent in case of change of agent shall be furnished immediately.

22. Tenderer has to submit signed undertaking on stamp paper of Rs. 100.00 (one hundred only) along with the tender as per enclosed annexure –II. **‘To be made part of technical bid’**

23. Tenderer has to submit manufacturer’s authorization certificate on letter head as per annexure III in case of submitted by agents. **‘To be made part of technical bid’**

24. Payment shall be released after satisfactory installation and commissioning of the equipment.

25. In the event of cancellation of the supply order due to fault of the tenderer the EMD shall be forfeited.

26. The tender will not be accepted after due date and time. If the last date for submission happens to be holiday the last date will be extended to the next working day in the same sequence with no change in timing. If the date of the opening happened to be a holiday it will be extended to the next working day.

27. The sealed tender is to be dropped in the tender box as well be kept in the office of the undersigned within the period and time as mention above. However outstation tenderer, may submit tender/s by speed post / registered post (but not by courier services) to reach the undersigned on or before the date of closing time of the tender. The undersigned will not be responsible for any postal delay and non delivery, mis-delivery in receipt of the tender in due date and time. The tender if sent by post, but not received by undersigned within the stipulated date and time will not be accepted.

28. **Force majeure:** The above condition of delivery period, price reduction & termination etc. are subject to force majeure conditions which are beyond the control of the supplier, do not involve fault or negligence of the supplier and are not anticipated. Such events may include but are not limited to riots, mutinies, war, fire, storm, tempest, flood, epidemics, or other exceptional causes like quarantine restrictions, freight embargoes. On specific request made by the supplier the time period of supply may be extended by the purchaser at his discretion for such period as may be considered reasonable. However, the condition shall not include scarcity of raw materials, power cut, labour dispute, failure of sub-vendor and increase in cost of raw material.

29. The successful tenderer shall have to execute a DEED of contract for supply, transportation, installation and commissioning of the equipment / instruments, training to the staffs of the Institute as per the Direction in the form as may be prescribed by the undersigned in due course.

30. No court outside and other than Nagaland court shall have the jurisdiction in the matter.

31. Managing Director reserves the right to reject / accept any or all tenders without assigning any reason thereof and also has right to place order on one or more firms. No correspondence will be entertained.

N.B – ALL PAGES SHOULD BE SIGNED WITH SEAL OF TENDERER/FIRM

NAME, SIGNATURE AND ADDRESS OF THE TENDERER WITH RUBBER STAMP

Appendix I
SCHEDULE OF ITEMS

Sl. No	Schedule No.	Instruments/ equipments	Quantity	Earnest Money
1.	03/DBT/2011	Manual rotary Microtome	1	} Rs. 20,000 /-
2.	05/DBT/2011	Fully automated bio-chemistry analyzer	1	
3.	06/DBT/2011	Fully Haematology analyzer	1	
4.	08/DBT/2011	Fully automated tissue processor	1	
5.	11/DBT/2011	Water purification system	1	
6.	20/DBT/2011	Mixmate plate and tube mixer	1	
7.	21/DBT/2011	Table top Centrifuge	1	
8.	24/DBT/2011	Automated slide stainer	1	
9.	32/DBT/2011	Liquid Nitrogen Canisters	2	

Appendix II

TECHNICAL SPECIFICATION

Sl. No	Name of the Equipment	Bidders Name	Technical Specification of the Equipment
1.	Manual Rotary Microtome		<p>Spacious magnetized section waste tray.</p> <p>Ergonomically located coarse feed wheel for fatigue-free operation.</p> <p>Section thickness: 1 – 60 µm.</p> <p>Vertical stroke: approx. 70 mm.</p> <p>Patented retraction function: 60-µm retraction when activated or off.</p> <p>Extremely smooth-running hand wheel due to patented user adjustable force compensation system.</p> <p>Hand wheel with ergonomically shaped handle and hand wheel locking device for one-thumb operation.</p> <p>Convenient storage area on top of the instrument.</p> <p>New 8° X/Y precision orientation system with calibrated controls and exact zero position indicators (not part of the basic unit).</p> <p>New disposable blade holder with integrated safety finger protection guard and precise lateral adjustment (not part of the basic unit).</p> <p>New universal cassette clamp for single-hand operation (not part of the basic unit).</p>
2.	Fully-Automated Biochemistry Analyzer		<p>Discrete, fully-selective system for clinical Chemistry, ISE</p> <p>Test throughput- 60-85 photometric tests/hr 180 ISE tests/hr 60-100 tests/hr photometric and ISE mixed</p> <p>Sample types - Serum, plasma, urine, whole blood (HbA1c)</p> <p>Sample input -Continuous loading of primary and secondary tubes into 8 sample positions. Priority STAT sampling</p>

		<p>Time to first result 5-10 min for photometric measurements 2 min for ISE measurements</p> <p>Sample container types Primary tubes 5-10mL; 16x100, 16x75, 13x100, 13x75 Sample cup 2.5mL Micro Cup 1.5mL Cup on tube Cup on 16x75mm tube False bottom tube</p> <p>Sample volume Min. sample volume: Primary tubes 500µL Sample cup 75µL Micro cup 50µL</p> <p>Sample barcode types Code 128, Coda bar 2 of 7, Interleaved 2 of 5, Code 3 of 9</p> <p>Sample dilution 1.2-100 times</p> <p>Photometer 12 wavelengths, 20 W halogen lamp, monochromatic and bichromatic measurement</p> <p>Measurement principles Absorbance photometry (enzymes, substrates, specific proteins) Ion selective electrode, indirect measurement (dilution 1:6)</p> <p>Reagents ISE: Na⁺, K⁺, Cl⁻ 2D bar-coded system reagent bottles, 50-200 tests/bottle Photometric: 27 onboard reagent positions for approx. 14 assays Up to 8 exchangeable reagent discs available</p> <p>Reaction cells Disposable micro-cuvette</p> <p>Control unit 5.7" color touch-screen LCD (1/4 VGA)</p> <p>System interfaces 2 x RS 232 serial interface, bi-directional (ASTM protocol) for host and barcode scanner 2 x USB 1.1/2.0 for modem and memory stick (data loading and backup)</p> <p>Electrical requirements Line voltage 100-125 V and 200-240 V AC (-15%, +10%) Line frequency 50 Hz (±5%) and 60 Hz (±5%)</p>
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3.	Fully Haematology Analyzer	<p>Power consumption 250 VA (320 VA with ISE) Installation category II (IEC 61010-1)</p> <p>Water requirements Up to 2 liters/day NCCLS Type II (conductivity <1μS/cm at 25°C) Regulatory requirements GS, CE, UL, C-UL</p> <p>With Micro Capillary Inlet</p> <p>Parameters: 20 parameters, 3 part WBC differential, RBC, HCT, MCV, RDW%, RDW(a), MCH, MCHC, HGB, PLT, MPV, WBC, LYM#, MID#, GRA#, LYM%, MID%, GRA, GRA%PDW, PCT, LPCR and 3 histograms.</p> <p>Mode: Whole blood, predilute, MCI(Direct Micro Capillary Inlet), autosampler</p> <p>Principles: Sampling by stainless valve, cell counting by aperture impedance method, HGB determination by spectrophotometry (535nm±5nm) with cyanide free lytic reagent.</p> <p>Display: Graphical touch screen- LCDE display 240 columns X 320 rows</p> <p>Sample Volume: Open tube-whole blood ≤ 90μl, MCI: 20μl, predilute mode: 20μl dilution ratio(1:225)</p> <p>Dilution Ration: WBC/HGB – 1/400, RBC/PLT – 1/40000, automatic sample dilution and counting</p> <p>Through-put: 67 samples per hour</p> <p>Measurement range: WBC 0.0-99.9 x 10⁹/l, RBC-0.0-14 x10¹² /l, HGB-0.0-99.9 g/dl, MCV 15-250 fl, PLT 0.0-1999 x 10⁹ /l.</p>
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4.	Fully Automated Tissue Processor	<p>Sample analysis: The system should have around 10,000 samples test result memory.</p> <p>Software: with abnormal results indicated in flag, Bar coded entry patient details, language selection, monitoring of PLT/RBC interference, HGB – blank, keyboard (optional).</p> <p>QC-software: Multilevel control with statistics; mean value, standard deviation, CV and Levey-Jenning graphs. Sample X-bar calculations on MCV, MCH and MCHC, Levey-Jenning graphs.</p> <p>Dimensions: H x W x D41/29/46CM. Weight: ≤ 16kg.</p> <p>Temperature/ Humidity: 18-32°C/ Non condensing 80%.</p> <p>Electrical supply: 220V, 50 Hz.</p> <p>Accessories Included: instrument, users manual, waste tube, reagent level sensor & reagent caps for diluents, reagent level sensor & reagent caps for Lyse, power cord external Barcode reader and printer.</p> <p>Carousel type Construction with 12 station (10 reagent station, 2 wax bath)</p> <p>Metal containers at each station should have capacity of 1.8 litres.</p> <p>Option for manual raising and rotation of carousel for immediate tissue basket removal or transfer to the next station-using crank.</p> <p>Automatic reheating of wax before basket transfer to a wax bath.</p> <p>Aluminum standard tissue basket-Membrane keypad and LCD screen.</p> <p>Metal tissue baskets – 1 no capacity approx. 80 cassettes to be run at a go.</p>
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			<p>Infiltration time of up to 99 hr 59 minutes & should be separately programmable, for each station.</p> <p>Temperature range of wax baths 45 °C to 65 °C. Excess temperature cut out 75 °C</p> <p>Both immediate and delayed start option must be available.</p> <p>Delayed start function up to 7 days or more.</p> <p>Preferably 1 minute drain time between stations for reduced carry over.</p> <p>Safety feature for automatic immersion of tissue basket in a station in case of mains power failure.</p> <p>Power failure indication including station number and time lapsed in excess of programmed infiltration time.</p> <p>Audible alarm warning in case of error message and completion of tissue processing cycle.</p> <p>Vacuum facility must be available with the instrument & the vacuum facility must be separately selectable for each individual reagent station.</p> <p>Suppliers' should have well after sales service support with proven track record.</p>
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5.	Water Purification System		<p>System capable of producing ultrapure water.</p> <p>Water quality monitoring and maintenance requirements should be available as on-screendisplay.</p> <p>It should provide pressurized, bacteria-free water through E-POD (Elix-Point-of-Delivery) units and Milli-Q ultrapure water through Q-POD (Quality-Point-of-Delivery) units.</p> <p>Capable of handling feed water quality. Should be able to remove 95 – 99% of all inorganic ions and 99% of dissolved organic substances.</p> <p>Built-in UV Lamp for reducing bacteria content.</p> <p>Built-in resistivity and TOC monitors designed to comply with the most demanding norms, including USP requirements.</p> <p>Electronic display of resistivity and temperature, with TOC set-point alarm</p> <p>Facility to upgrade the system to more stringent product requirements at a later stage</p> <p>Ergonomically designed.</p> <p>All required accessories for connections to inlet and dispensing points, and any other special requirements for optimum operation of the instrument, should be included.</p>
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6.	Mixmate Plate and Tube Mixer		<p>Low volume mixer with integrated vortex function incl. 3 tube holders: PCR 96, 0.5 ml, 1.5/2.0 ml. Mixing in a 3-in-1 format. Mixes Plates (up to 96- and 384-well formats) , PCR plates (skirted, semi-skirted, unskirted), Deepwell plates. MTPs, 0.2 ml PCR tubes and PCR strips, 0.5 ml, 1.5 ml & 2.0 ml micro test tubes Vortexing numerous tube formats. Optimized mixing and Anti-spill technology. Automatic imbalance detection and extremely quite operation. Mixing frequency: 300 - 3,000 rpm (in 50 increments) Touch vortexing frequency: 3,500 rpm Power supply: 230 V, 50 - 60 Hz Power consumption: 40 W</p>
7.	Table-top Centrifuge		<p>Maximum speed: 15,000 rpm Maximum RCF: 21,500 x g Sample volume: 2 ml x 24 or 0.5 ml x 24 Speed control range: 300 to 15,000 rpm (in increments of 100 rpm) Timer: 1 to 99 minutes. Safety devices: Door interlock, dual over speed detector, imbalance detector, abnormal motor temperature detector, etc.</p>

8.	Automated Slide Stainer		<p>Multiple staining productions like weight, may- grunwald- giemsa, malaria, field, re-ticulocyte stain could be pre-stored and are thereafter accessible by the click of a button.</p> <p>Slide holders for 76 x 22 standard slides.</p> <p>Detachable complex holder for loading the slides.</p> <p>Easy detectable stainer with a drip tray for cleaning.</p> <p>Automatic run at the click of a program button (can be interrupted or modified by the user at any time).</p> <p>One back-lit colored touch screen display.</p> <p>Through colored indicators to inform the user of the status of both the device and the program.</p> <p>Easy detachable slide carries for loading outside the stainer. It can be exchanged for the 16-position carrier.</p> <p>Immersion Time: for each position in:</p> <ul style="list-style-type: none"> -minute -second or -dips of 1 second
9.	Liquid Nitrogen Canisters		<p>For work and storage.</p> <p>Storage Dewar with grooves and stamped numbers for holding and identifying canisters.</p> <p>Dewars with a 125mm and a 200mm neck.</p> <p>With protective cover and canisters.</p> <p>LN₂ Capacity (L) - 30.</p> <p>Total LN₂ evaporation - 270 days\geq</p> <p>Neck ID (mm) - 50.</p> <p>Vessel OD (mm) - 455.</p> <p>Height (mm) - 680.</p> <p>Weight empty (kg) - 15.6.</p> <p>Weight full (kg) - 39.</p>

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FINANCIAL BID

3.A) PRICE SCHEDULE FOR DOMESTIC GOODS OF FOREIGN ORIGIN LOCATED WITHIN INDIA

1	2	3	4	5							6
Schedule	Brief Description of Items	Manufacturer	Quantity (Nos.)	Price per unit (Rs.)							Total Price (at Consignee Site) basis (Rs.) 4x5(g)
				Ex-factory/warehouse/Ex-showroom/Off-the Shelf (a)	Exise Duty (if any) [%age & value] (b)	Sales Tax/VAT (if any) [%age & Value] (c)	Packing and Forwarding charges (d)	Inland Transportation Insurance for a period including # months beyond date of delivery, loading/unloading and incidental cost till consignee's site (e)	Incidental Services (Including Installation & Commissioning, Supervision, Demonstration and Training) at the Consignee's site (f)	Unit Price (at Consignee Site)basis (g) =a+b+c+d+e+f	

Total Tender Price in Rupees: _____

In Words: _____

Note: -

1. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.
2. The charges for Annual CMC after warranty shall be Quoted separately.

Name _____

Business Address _____

Signature of the tenderer _____

Seal of the tenderer _____

Place : _____

Date: _____

FINANCIAL BID

3.B). PRICE SCHEDULE FOR ANNUAL COMPREHENSIVE MAINTANANCE CONTRACT AFTER WARRANTY PERIOD

1	2	3	4					5
Schedule No.	BRIEF DESCRIPTION OF INSTRUMENT	QUANTITY. (Nos.)	Annual Comprehensive Maintenance Contract Cost for Each Unit Year wise*.					Total Annual Maintenance Contract Cost for 5 Years (4a +4b+4c+4d+4e)
			1 st	2 nd	3 rd	4 th	5 th	
			a	b	c	d	e	

***After completion of warranty period**

NOTE:-

1. In case of discrepancy between unit price and total price, THE UNIT PRICE shall prevail.
2. The cost of Comprehensive Maintenance Contract (CMC) which includes preventive maintenance including testing & calibration as per technical/service / operational manual, labour and spares, after satisfactory completion of Warranty period may be quoted for next 5 years on yearly basis for complete equipment and turnkey (if any).
3. The cost of CMC may be quoted along with taxes applicable on the date of Tender Opening. The taxes to be paid extra, to be specifically stated. In the absence of any such stipulation the price will be taken inclusively of such taxes and no claim for the same will be entertained later.
4. Cost of CMC will be added for Ranking / Evaluation purpose.
5. The payment of CMC will be made as per clause GCC clause 21.1 (D)
6. The uptime warranty will be 98% on 24 (hrs) X 365 (days) basis or stated in Technical Specification of the TE document.
7. All software updates should be provided free of cost during CMC period.
8. The stipulations in technical Specification will supersede above provisions.
9. The supplier shall keep sufficient stock of Spares required during Annual Comprehensive Maintenance Contract period. In case the spare are required to be imported, it would be the responsibility of the supplier to import and get them custom cleared and pay all necessary duties.
- 10.

Place : _____
Date: _____

Name _____
Business Address _____
Signature of the tenderer _____
Seal of the tenderer _____

CHECK LIST FOR TERMS AND CONDITIONS

The bidder should ensure that the following information/documents are enclosed along with the bidding documents (Technical Bid)

1. EMD (As per SL no. 5 of the terms and conditions)	Yes/No
2. Bid form and price schedule as given in sl. no. 1-3 of the terms and conditions.	Yes/No
3. Five years AMC/CMC charges as given in sl. no. 2 of the terms and conditions.	Yes/No
4. Rate certificate indicating that they have not supplied the said equipment to any individual, Govt. or private institution at the rate lower than the quoted price.	Yes/No
5. Manufacturer's Authorization Certificates (As per Annexure III) in case of bid is submitted by agents.	Yes/No
6. User's list along with the certificates about satisfactory performance report of the equipment and quality if after sale service duly authenticated from existing users of the quoted model of equipment. A list of the user quoted model, indicating the complete postal address of the users and date of supply of the equipment is also enclosed.	Yes/No
7. Authorization certificate of the principal/manufacturer that they will be solely responsible for the maintenance of the equipment during guarantee/warranty period (As per annexure III)	Yes/No
8. Authorization certificate of the principal that the spares and other miscellaneous items (as applicable) of the equipment quoted will be freely available for at least five years after expiry of the warranty /guarantee period.	Yes/No
9. Tenderer has to submit a signed undertaking on stamped paper of Rs. 100.00 (Rupees one hundred) along with the tenderer. (As per annexure)	Yes/No
10. Confirmation from the principal/manufacturer that they will be solely responsible during warranty/guarantee and AMC/CMC period even when the agent is changed during this period. (Annexure III)	Yes/No
11. For the equipments where Consumables/reusable etc. are required a list indicating cost and life of consumable be given.	Yes/No
12. A certificate from principal that spares and any other miscellaneous items (as applicable) of the equipment quoted will be freely available for at least five years after expiry of warranty/guarantee period (As per annexure III)	Yes/No
13. Copy of PAN Card/VAT Registration certificate.	Yes/No

NAME, SIG NATURE AND ADDRESS OF THE TENDERER WITH RUBBER STAMP.

Undertaking

Annexure-II

Date of opening:
Item No.:
Name of Firm:

To,

The Managing Director
Naga Hospital Authority Kohima
Kohima : Nagaland
797001

Sir,

1. I hereby certify that I have gone through the terms and conditions mentioned in the tender document including annexure and undertake to comply with them. The rates quoted by me/us are valid and binding on me/us for acceptance for the period of one year from the date of the opening of tender.
2. It is certified that rate quoted are the lowest quoted for any institution/Hospitals in India.
3. Earnest money deposited by me/us as per schedule of items in the form of bank Draft/FDR (Nationalized Bank) pledge in favor of Managing Director, Naga Hospital Authority Kohima, Nagaland is attached herewith and shall remain in the custody of the Managing Director, Naga Hospital Authority Kohima, Nagaland as per sl. no. 5 of the terms and conditions.
4. (A) I/We give the rights to the Managing Director, Naga Hospital Authority Kohima, Nagaland to forfeit the EMD/security Money deposited by me/us if any delay occur on my/agent's part or fail to supply the article at the appointed place in time and desired specification.
(B) I/We undertake that I/We will be in position to enter into annual maintenance contract/comprehensive maintenance contract (AMC/CMC), spare parts consumables for five years after completion of guarantee/warranty period. I/We also undertake to keep the equipment in running order throughout the year and in case the equipment go out of order, the fault will be attend within 72 hours of lodging the complaint failing which, a penalty of 0.5 percent of the total cost of AMC/CMC of the equipment per day for the period of the equipment remaining out of order will be levied me/us. During warranty and guaranty period in the event of equipment remaining out of order for a period of 72 hours of lodging the complaint without any acceptable reasons penalty of extent of 0.25 percent of the purchase value of the equipment shall be levied on me/us for each day of the equipment remaining nonfunctional beyond permissible limit.
5. There in no vigilance/CBI case or court case pending against the firm/supplier.
6. On inspection if any article found not as per specification of the supply order, it shall be replaced by me/us in time asked for, to prevent any inconvenience at me/our own expenses.
7. I/We hereby undertake to supply the items as per direction given in the supply order within the stipulated period.
8. In case of no fulfillment of the terms and conditions of the contract/supply order, The Managing Director, Naga Hospital Authority Kohima, Nagaland shall have right to take appropriate action and impose penalty as deem fit.
I/We undertake to provide guarantee/warranty as mentioned in the specifications from the date of satisfactory installation and inspection. I also undertake that I will maintain the equipment during the period and replace the detected parts free of cost if necessary.
I/We undertake that Managing Director, NHAK has the right to accept or reject any of the tenders without assigning any reasons thereof.

NAME, SIG NATURE AND ADDRESS OF THE TENDERER WITH RUBBER STAMP.

Authorization Letter

To

The Managing Director
Naga Hospital Authority Kohima
Kohima : Nagaland

Dear Sir,

Authority letter against

Tender no.....due on..... items quoted
..... We,, who are established and reputed
manufacturers of having factory at And hereby authorize
M/s (Name and address of the agent) to bid, negotiate and conclude the contract
with your institution against above tender for the above goods manufacturer by us.

We hereby extend or full guarantee/ warranty as per clause no. 13 of the terms and conditions of the
tender for the goods offered to supply against the invitation of bid from the above firm. We also confirm
that spares and any other miscellaneous items (as applicable) of the equipment quoted, will be freely
available for at least five years after expiry of warranty / guarantee period.

Our other responsibilities include –

1. Information regarding the name of new agent, in case of change of agent
2. (Here specify in detail manufacturers
responsibilities) The service to be rendered by M/s are as under
 1.
 - 2.....

(Here specify the services to be rendered by the agents)

Yours faithfully,

(Singnature & Name of manufacturer)
With address and seal

Note: This letter of authorization should be on the letter head of the manufacturer concerned and should be
signed by a person competent and having the Authorization to issue said certificate on behalf of the
manufacturing firm. The said certificate should also bear the signature of participating tendered as a
witness.