



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Inquiry No. AIIMS/Pat/Procure/F77

Date: 24/06/2015

Invitation of quotation for Hospital Sanitation & Housekeepig Items

Sealed Quotations are hereby invited by the undersigned on behalf of the Director, AIIMS Patna for supply of Hospital Sanitation & Housekeepig Items as per terms & conditions mentioned below. The filled quotations along with all required document must reach in the office of the undersigned on or before 06/07/2015 at 12:00 noon. The Envelope containing the quotation would please be sealed and super scribed as under:-

“Quotation for Hospital Sanitation & Housekeepig Items against enquiry no. AIIMS/Pat/Procure/F77” due on 06/07/2015 12:00 noon ”

1. Terms & Conditions:

A. Envelope should be super-scribed “Quotation for the Hospital Sanitation & Housekeepig Items against Inquiry No.. AIIMS/Pat/Procure/F77” Due on 06/07/2015 at 12:00 noon. .Quotations need to be submitted to be submitted by speed post/registered post or may be dropped in the tender box placed in Administrative Office, Medical College building after obtaining the acknowledgement for the same in the office of Faculty In-charge Procurement , AIIMS Patna.

The quotations received after this deadline shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible.

- B. Unsealed quotation will be rejected.
- C. Quotations must be in the enclosed prescribed Performa and forwarding letter on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, in case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation.
- D. Rates must be quoted as per the format specified taxes extra if any must be written separately. The rates must be quoted in figures as well as in words.
- E. In general no overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected. However, except rate all cuttings and over writings must be signed by the authorized person of the firm.
- F. The rates quoted must be valid for 60 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- G. Ceiling amount of this quotation will be within 1 Lac.
- H. Becoming L1 will not be the criteria for awarding of purchase order unless the rates are reasonable & justified.
L1 will be decided for the overall value of quotation and not item items wise.
- I. RTGS/NEFT details need to be furnished by the supplier with the quotation on the letter head of supplier/firm/agency.

- J. The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation:
- Firm shall be registered with the Government of Bihar/ Central Government.
 - The firm shall have valid VAT/ Sales Tax No. and IT PAN.
 - **Certificate of non-inclusion in the black list as per given format attached in an Annexure "2" need to be provided on Rs. 100/- stamp paper duly notarized.**
 - Market standing of minimum 3 Years.
- K. Quotations qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.
- L. The supplier may be asked to submit a sample of the product, which will be evaluated by a technical evaluation committee. Price bids of only those firms will be opened which qualifies technically as per the recommendation of the committee.
The expenditure incurred for demonstrating the items will be borne by the supplier.
- M. **Delivery Period** – 15 days from award of work.
- N. **Liquidated Damage:** -In the event of the Seller's failure supply the stores/goods are conduct trails, installation of equipment, training, etc. as specified in this inquiry, the Buyer may at his discretion, withhold any payment until the completion of the contract. The Buyer may also deduct from the Seller as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed/undelivered, stores/services mentioned above for every week of delay or part their of a week, subject to the maximum value of the Liquidated Damages being not higher that 10% of the value of delayed stores.
- O. **Guarantee/Warranty Terms:** The equipment's/Instruments/Materials supplied by result of this Quotation/supply order shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specifications and particulars contained /mentioned against each item in this document/ supply order. The seller guarantees that the said good equipment's / Instruments would continue to confirm to the description and quality a foresaid for a period of 12 months from the date of delivery/installation of the said equipment's/Instruments/materials to the buyer.
- P. **Payment Terms:** 100% after delivery and submission of following documents by vendors to Finance Accounts Section –
- a. Contingent Bill in triplicate along with supporting vouchers.
 - b. Store Receipt Certificate issued by stores.
 - c. Installation/Inspection Report issued by the concerned department if applicable.
- Q. **Disputes:** -In the event of any dispute or disagreement arising between the contractors and any other department of AIIMS Patna with regards to the interpretation of "Terms & Conditions" of this inquiry, the same shall be referred to the Director, AIIMS Patna whose decision will be final and binding upon the contractor.
- R. AIIMS, Patna reserves the right to increase or decrease amount of work. Decision of Quantity of Equipment and Instruments in the AIIMS, Patna will be final in this regard.
- S. AIIMS, Patna reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the AIIMS, PATNA will be final in this regard.

**Faculty-in-charge
Procurement Cell**

Encl.: Annexure 1 (Format of Price Bid)
Annexure 2 (Declaration Format)
Annexure 3 (Specification)

PRICE BID FORM

To,
The Faculty-in-charge
Procurement Cell,
AIIMS Patna

Dear Sir,

1. I/We submitted the quotation for Enquiry No. "Quotation for the Hospital Sanitation & Housekeeping Items against the Inquiry no. AIIMS/Pat/Procure/F77." Due on 06/07/2015 12:00 noon for "Supply of Hospital Sanitation & Housekeeping Items" at AIIMS Patna.
2. I/We thoroughly examined and understood terms & conditions of contract given in the enquiry document.
3. I/We hereby offer to supply at the following rates. I/We undertake that I/We are not entitled to claim any enhancement of rates on any account during the validity of rate.

Sl. No. (a)	Product with Description (b)	Unit (c)	Quantity required (d)	Price per unit (e)	Taxes (Including all taxes @ %.) (f)	Price per Unit (inclusive of all taxes) (g = f + e)	Total Amount (h = g x d)	Total Amount (In Words) (i)
1	Phenyl white scented	bottle of 5 lit	30					
2	Acid (muriatic acid)	bottle of 5 lit	14					
3	Toilet cleaner	bottle of 5 lit	15					
4	Glass cleaner liquid	bottle of 500 ml	40					
5	Naphthalene Ball	pcs	100					
6	Air purifier cubes	pcs	20					
7	Wet mop refill 24" inch	pcs	10					
8	Wet mop set 24" inch	pcs	5					
9	Dust mop BB cotton refill 24" inch	pcs	100					
10	Dry mop set 24" inch	pcs	5					
11	Soft broom	pcs	50					
12	Table duster	pcs	50					
13	Floor duster-small	pcs	50					
14	Scotch brite (Big)	pcs	20					
15	Detergent powder	packet	50					
16	Bleaching powder	kg	10					
17	Toilet brush	pcs	20					
18	Dust pan plastic regular	pcs	10					
19	Garbage bag black small 19* 21 inch, 100 gauge thickness	pkt of 30 pcs	100					

20	Garbage bag colour coding medium (red)	kg	45					
21	Garbage bag colour coding medium (yellow)	kg	45					
22	Garbage bag colour coding medium (blue)	kg	45					
23	Garbage bag colour coding medium(black)	kg	50					
24	Toilet soap	pcs	50					
25	Room Freshener Spray	pcs	10					
26	Spray gun bottle	pcs	10					
27	Hard broom	pcs	50					
28	Lagga broom with stick	pcs	20					
29	Handle brush	pcs	10					
30	Floor Wiper	pcs	20					
31	Reusable rubber heavy duty Long Cuff hand gloves	pair	95					
32	Harpic Flushmatic	pcs	50					
33	Toilet Cleaning Wiper	pcs	5					
34	Cleaning Essentials Black Buffing Pad	pcs	5					

(Signature of Authorized Person)

Place:- _____

Name:- _____

Date:- _____

Name of Firm/Company/Agency

(Designation)

Contact Details

DECLARATION

Date.....

To,

The Faculty-in-charge
Procurement Cell,
AIIMS Patna.

Dear Sir,

Ref.: Inquiry No. AIIMS/Pat/Procure/F77

I / We hereby confirm that our firm has not been banned or Black listed by any government organization/Financial institution/Court /Public sector Unit /Central Government.

Signature of Authorized Person.....

Place:.....

Date:.....

Name:.....

Designation.....

Seal

TECHNICAL SPECIFICATION

SL. NO.	NAME OF PARTICULAR	SPECIFICATION
1	Phenyl white scented	Grade 1 & Approximate RWC min 18
2	Acid (muriatic acid)	Superior quality for cleaning
3	Toilet cleaner	Composition must be <5% Non-Ionic Surfactants, <5% Cationic Surfactants, Disinfectant, Perfume. Quick results, High effectiveness, Free from harmful chemicals, & Safe to use
4	Glass cleaner liquid	Glass cleaner liquid must be Anti-glare property, Non-toxic & Easy to use
5	Naphthaline Ball	Naphthaline Ball must be Skin friendly, Pleasing fragrance & Biodegradable & 100 gm blister pack
6	Air purifier cubes	50 gm pack & superior quality.
7	Wet mop refill 24" inch	Wet Mop Refill of quality long life cotton at least 300 gm
8	Wet mop set 24" inch	The Wet Mop set should contains:-1 Wet cotton mop + 1 High quality plastic frame + 1 Handle (Mild Steel)
9	Dust mop BB cotton refill 24" inch	24 inch approx & superior quality
10	Dry mop set 24" inch	The mop should be made of finely twisted 100% acrylic fibres. The swivel base should be made of a strong frame with 360 degree plastic joint which not only helps in easy movement of mop but also to cleans hard to reach areas. This frame should be attached with a strong, powder coated, metal handle with an easy grip to use this mop in a standing position without bending back. Approximate 80cm - for large open areas such as hospital corridors.
11	Soft broom	Soft broom of 500gm approx.
12	Table duster	superior quality
13	Floor duster-small	superior quality
14	Scotch brite (Big)	superior quality
15	Detergent powder	superior quality & pack of 200 gm
16	Bleaching powder	As per Is 1065: 1989 GRADE 1, Available chlorine :34.0% min, Stability :1/15 max. Moisture: 0.3%max., Particle size: 99.5%min.
17	Toilet brush	superior quality
18	Dust pan plastic regular	superior quality

19	Garbage bag black small 19* 21 inch, 100 gauge thickness	Approximate size 19 in X 21in,100 gauge thickness, Disposable Garbage Bags should be leak proof and have excellent strength. These bags should be eco-friendly and do not emit toxic flames when burned. Garbage bags should be used for storing the hospital waste.
20	Garbage bag colour coding medium (red)	Medium- Approximate 115g thickness with width 24in x length 30in Disposable Garbage Bags should be leak proof and have excellent strength. these bags should be eco-friendly and do not emit toxic flames when burned. garbage bags should be used for storing the hospital waste . Clearly marked(Printed) and Colour Code for segregated waste according to waste category.Leak Proof.Puncture Proof fr sharp objects eg. Needles, IV etc.
21	Garbage bag colour coding medium (yellow)	Medium- Approximate 115g thickness with width 24in x length 30in Disposable Garbage Bags should be leak proof and have excellent strength. these bags should be eco-friendly and do not emit toxic flames when burned. garbage bags should be used for storing the hospital waste . Clearly marked(Printed) and Colour Code for segregated waste according to waste category.Leak Proof.Puncture Proof fr sharp objects eg. Needles, IV etc.
22	Garbage bag colour coding medium (blue)	Medium- Approximate 115g thickness with width 24in x length 30in,Disposable Garbage Bags should be leak proof and have excellent strength. these bags should be eco-friendly and do not emit toxic flames when burned. garbage bags should be used for storing the hospital waste . Clearly marked(Printed) and Colour Code for segregated waste according to waste category.Leak Proof.Puncture Proof fr sharp objects eg. Needles, IV etc.
23	Garbage bag colour coding medium(black)	Medium- Approximate 115g thickness with width 24in x length 30in,Disposable Garbage Bags should be leak proof and have excellent strength. these bags should be eco-friendly and do not emit toxic flames when burned. garbage bags should be used for storing the hospital waste . Clearly marked(Printed) and Colour Code for segregated waste according to waste category.Leak Proof.Puncture Proof fr sharp objects eg. Needles, IV etc.
24	Toilet soap	approx 25 gm & superior quality

25	Room Freshener Spray	Room Freshener Spray must be fragrance Lavender (Cool Lavender) & 350 ml pack size
26	Spray gun bottle	approx size 500 ml
27	Hard broom	Hard broom approx 500 gm & superior quality
28	Lagga broom with stick	superior quality
29	Handle brush	superior quality & made up of plastic
30	Floor Wiper	superior quality of 24"inch approx.
31	Reusable rubber heavy duty Long Cuff hand gloves	superior quality & medium size
32	Harpic Flushmatic	superior quality,Provides continuous cleaning,
		Easy to use with no mess,
		Cleans with Blue action &
		Lasts upto 1 month depending on usage
33	Toilet Cleaning Wiper	superior quality
34	Cleaning Essentials Black Buffing Pad	size approx 17 inch