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**JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL
EDUCATION AND RESEARCH (JIPMER)**

*(Institution of National Importance under Ministry of Health & Family Welfare,
Govt of India))*

Dhanvantri Nagar, Pondicherry – 605 006

TENDER SCHEDULE

**TENDER SCHEDULE FOR SUPPLY OF CONSUMABLE AND NON-CONSUMABLE,
ITEMS ETC., FOR THE
PERIOD FROM MAY 2010 – APRIL 2011.**

Due Date on 26/05/2010 upto 12.00 P.M.

Price: Rs. 100.00

S.T. : Rs. 4.00

Tender Opening on 26/ 05/2010 at 2.30 P.M.

Rs.104.00

Important Note:

1. Following DD's and Documents are an Essential Requirements to reach Purchase Section on or before 24-05-2010 up to 12 Noon.

Demand Drafts

- i) Tender Fee Rs.104/- in favour of Accounts Officer, JIPMER separately for each Department payable at Pondicherry.
- ii) EMD Rs. 1,000/- in favour of Accounts Officer, JIPMER separately for each Department Payable at Pondicherry.
(Registered firms with JIPMER are exempted for payment of EMD).
- iii) **Write Company's Name and concerned Department name behind each DD.**

The following Documents are required to be submitted along with DDs:-

- i) **Form "A" duly filled and signed**
- ii) Copy of Registration Certificate (If registered)for exemption of EMD.
- iii) Copy of Sale tax Registration and PAN.

2. Selection of Lowest rate will be inclusive of ST/CST and Transport Charges. The rate should be quoted for inclusive of all taxes and other charges.



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TERMS AND CONDITIONS OF TENDER FOR SUPPLY OF CONSUMABLE AND NON-CONSUMABLE ITEMS etc.. FOR THE INSTITUTE HOSPITAL – JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION AND RESEARCH, PUDUCHERRY – 605 006 FOR THE PERIOD FROM MAY 2010 to APRIL 2011 for which Tenders should be submitted online in prescribed form.

1. Notice is hereby given that Tenders should be submitted online in prescribed form up to 12.00 P.M. on 26/05/2010 website – www.tenderwizard.com/JIPMER for the supply of Consumable and Non-Consumable items etc., as specified in the attached schedule, to the Institute Hospital during the period commencing from May '2010 to April , 2011..

2. Tenders will be opened at 2.30 P.M. on 26/05/2010.

3. Every tenderer must go through the terms and conditions of tender carefully and understand them before submitting the Tender. No excuse that the conditions have not been read or understood will be entertained later.

4. The Schedule of Consumable and Non-consumable items are attached in the list gives only the approximate estimated requirements of the Institute and the Hospital.

5. (a) Original manufacturers , importers , authorized distributors, agents, whole sale distributors of Consumable and Non-Consumable Items only should quote their rates. Orders will be placed with the selected tender parties and payment will be made to them directly. **In case the selected company wants to supply and raise the bill through their authorized distributor, the name and address should be given while submitting the tender itself. Future correspondence in this regard will not be entertained.**

6. Rates should be quoted in **total** inclusive of tax (VAT, CST, EXCISE DUTY and DELIVERY CHARGES etc.,) and other charges. No form “C” or “D” will be issued. .

7. The Tenderers are requested to retain a copy of the Tender Schedule indicating the rates offered by them for various items in the Schedule.

08. The rates quoted should be only in Indian Currency. Tenders in any other currency are liable to be rejected.

09. No Tenderer shall be allowed at any time and on any ground whatsoever, for any claim for revision or modification of the rate quoted by them during the contract period.

10. EMD in the name of Accounts Officer, JIPMER payable at Puducherry for a sum of Rs.1,000/- (Rupees One thousand only) in the form of Demand Draft should be deposited by all the participants without any exemption for small scale industries or DGS&D registered parties etc. except suppliers registered with JIPMER.,

a) Each tender should be submitted online in prescribed form on or before 26/05/2010 upto 12.00 p.m. .

b) EARNEST MONEY DEPOSIT SHOULD NOT BE CREDITED TO ANY SPECIFIED HEAD OF ACCOUNT. EARNEST MONEY DEPOSIT SHOULD BE MADE IN THE NAME OF THE **ACCOUNTS OFFICER, JIPMER, PUDUCHERRY- 6**

c) No interest will be allowed in this Deposit. Tenders not accompanied by the Earnest Money Deposit in the form specified above will not be considered. The EMD will be returned after the contract period. .

d) The firm which fails to honour the supply order for two or more times in the tender period the EMD of the firm will be forfeited to the Government in addition to the recovery of Risk Purchase involved for the above purchase. Further, the firm will also be **blacklisted for 3 years** to trade with this institute.

e) The tenderer shall deposit an amount equal to 5% of the aggregate value of the articles accepted likely to be procured during the tender period as Security Deposit in the form of Demand Draft in the name of Accounts Officer, JIPMER payable at Puducherry. The quantities mentioned in the tender schedule may be increased or decreased at the discretion of the Director. Annual quantities for which Security Deposit made in no case will be binding on the Director to order the full quantity. The security deposit will not be adjusted against EMD.

11. The Security Deposit shall subject to the condition specified herein, be refunded to the Tenderer within three months after the expiry of the contract but in the event of any dispute arising between the Institute and the Tenderer, the Director shall be entitled to deduct out of the deposits or the balance thereof until such dispute is determined, the amount of such damages, costs, charges and expenses as may be claimed. The same way also be deducted from any other amount which may be due, at any time from the Govt. to the Tenderer.

12.RISK PURCHASE

In the event of late delivery of stores, the purchaser is entitled to recover from the Contractor by way of liquidated charges, a sum equal to 2% of the prices of the Stores delivered late.

It should be noted that liquidated damages accrue only in cases of delay in supplies. Where no supplies have been made under a contractor, who can upon cancellation of the contract or part thereof, as the case may be, recover damages occurred thereby, i.e. either recover the general damages or the extra expenditure incurred in risk purchase whichever is higher.

13. The Director reserves the right to reject the tenders or to accept the tenders and the supply of all the items or of only one or more of the items tendered for, in a Tender without assigning any reason .

14. Tenderers should quote only for the exact items as per the Specifications asked for.

15. Tenderers should be prepared to accept orders subject to the clause for forfeiture of EMD/Security Deposit in the event of default in supplies or failure to supply within the stipulated period.

16. In case any difference of dispute arises in connection with this contract, all legal proceedings relating to the matter, shall be instituted in the court within whose jurisdiction of the purchasing officers voluntarily resides.

17. Tenderes should Submit valid documentary proof of Original manufacturer, importer, authorized distributor, agent & whole sale distributor on or before 24/05/2010 upto 1 p.m otherwise tender will be rejected.

18. Any attempt on the part of the Tenderers of their Agents to influence the department in their favour by personal canvassing with the officers concerned will disqualify them.

19. Telegraphic/Fax/E-Mail/Hard copy quotations will not be considered.

20. SELECTION OF TENDERS WOULD VERY MUCH DEPEND UPON THE LOWEST RATE. (INCLUDING VAT/CST/DELIVERY CHARGES Etc.,).

21 Prices quoted should be on Door Delivery basis inclusive of all charges like packing, forwarding and duties, cess etc. (separately mentioning the Tax), which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply of delivery during the course of execution of the contract. The Sales Tax certificate as in the specimen should be produced along with bill .

22. The Tenderer will invariably furnish the following certificate with their bills for payment.

“Certified that the goods on which Sales Tax have been charged have not been exempted from the Central Sales Tax Act or the State Sales Tax Act and or the rules made there-under and that the amount charged on account of Sales Tax on these goods are correct under the provision of relevant act or the rules made there under;”

Certified that we

are registered under Central Registration No.

_____ for purpose of Sales Tax.

23. Discount of free supply offered by the Tenderer shall not be considered. Tenderers desiring to offer discount or free supply may modify their offers suitably while quoting.

24. Intending tenderers should be submit the Tender online in prescribed form on or before 12.00.P.M. on 26/05/2010 on website –_www.tenderwizard.com/JIPMER

25. The Validity of the Rates Quoted should be one year from the date of opening

26. The Minimum Validity period less than one year will not be considered.

27.. **RATES QUOTED SHOULD BE ON DOOR DELIVERY BASIS TO THE CONCERNED HEAD OF THE DEPARTMENT . COOLIE CHARGES IF ANY WILL NOT BE BORNE BY THE INSTITUTE. COOLIES SHOULD BE BROUGHT BY THE TRANSPORT AGENCIES WHENEVER REQUIRED.**

28. Quote only those items which correspond to the specification as per tender in grade, composition, strength, packing, formulation and all other aspects, however in the absence of firms quoting the exact specifications, the Director reserves the right to select an item of required strength, packing which is closest to the specification found suitable for hospital use.

Others conditions relating to supply.

1. The proper address, phone numbers, fax numbers, email IDs and contact details of the firm as well as the local dealer/distributor should be clearly mentioned and any change of phone numbers notified.
2. Supplies should be marked to the concerned Head of the Department ,JIPMER, Pondicherry 605 06. Supplies sent on to-pay basis will not be accepted as the rates quoted should always be on Door Delivery basis. Coolie charges if any will not be borne by the Institute. Coolies will be brought by the transport agencies whenever required.
3. Samples are to be delivered to the concerned Head of the Department , JIPMER, Pondicherry 605 006 on weekdays (Monday to Friday) between 2 P.M and 4 P.M. The messenger may request for a receipt from the person accepting the samples. **EMD/Tender Fee should not be enclosed alongwith the sample.**
4. Samples should be clearly labelled on the outside indicating the name and address of the company. A list of all the items for which samples have been sent should be enclosed. Companies not submitting samples when and where asked will not be considered and no reminder will be sent.

If above terms and conditions are acceptable your are requested to quote the rates in the prescribed E-Tender form.