



कर्मचारी राज्य बीमा निगम
Employees' State Insurance Corporation
क. रा. बी. नि. अस्पताल E.S.I.C. HOSPITAL
के. के. नगर, चेन्नई K. K. NAGAR, Chennai - 600 078

Dir. : 24893714, Fax : 24891094

Website : www.esic.nic.in , www.esichennai.org

Notice Inviting e-Tender for Supply and Installation of One Set of "Laparoscopy Trocars and Hand Instruments" at ESIC PGIMSR & Model Hospital, K.K.Nagar, Chennai - 78.

TENDER SCHEDULE

SL.No	Details	Dates / Time
1	Period of availability of online e-tender document on websites .	From: 26.10.2017 till Dated: 28.11.2017 till 11.00AM
2	Handing over of EMD amount /S.D amount in the mode of Demand Draft through post (RPAD) or by hand delivery before the time period of Opening the bid without fail.	The Dean, ESIC Medical College and Hospital, 1st Floor, Room No:125, Purchase Branch, K.K nagar, Chennai -78
3	Pre-Bid Meeting on	10.11.2017 / 11.00 AM
4	Last date and time of Bid Submission	28.11 .2017 / 11.00 AM
5	Date of Opening online tenders	28.11.2017 / 11.30.A.M
6	Bid Processing Fee	Rs.2,495/-
7	Earnest Money Deposit/ Bid Security	Rs.30,000/-
8	Performance Security/ Security Money to be deposit for successful Bidder	10% value of the contract.
9	Date of opening of Price Bid	Will be intimated after evaluation of technical bid.

*In case of an unscheduled holiday on the prescribed tender opening date, the tenders shall be opened on the next working day at the same venue and time.

NOTE:- LATE TENDER OR POSTAL DELAYARE NOT ACCEPTABLE

DEAN
ESIC MEDICAL COLLEGE AND HOSPITAL, CHENNAI

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File No.512-U-16-30/P&B/Equipments/Surgery/2016-17

Date: /10/2017

E-Tender No.

Sl.No	Name of Medical Equipment	Quantity	EMD
	Department of General Surgery		
1	Laparoscopy Trocars and Hand Instruments	1 Set	Rs.30,000/-

1. E-Tenders under Double bid system are invited from manufacturers / authorized dealers / distributors for supply and installation of medical equipments at ESIC PGIMSR & Model Hospital, K.K.Nagar, Chennai - 78.
2. Tender document may be downloaded from www.esic.nic.in , www.esichennai.org
3. The interested bidders shall submit their tender(s) only through online mode at the e-procurement portal <https://esictenders.eproc.in>
4. Bidder has to deposit the Earnest Money Deposit (EMD) mentioned against the tendering item in the form of demand draft drawn in favour of "ESIC FUND ACCOUNT NO.1", payable at State Bank of India, Chennai. The EMD must be submitted upto the date and time stipulated in the tender box kept for this purpose in the Office at First Floor, ESIC PGIMSR & Model Hospital, K.K.Nagar, Chennai - 78.
5. Manual bid is not accepted at any circumstances.

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COMPULSORY DOCUMENTS (OR) CHECK LIST

- **Compulsory documents for Technical Bid :**

Sl. No.	Documents	Submitted at Page No.
1	Earnest Money Deposit (EMD)	
2	Firm / Company Registration Certificate	
3	IT Return for last three years	
4	Trade License / Dealership Certificate	
5	GST Registration	
6	PAN number of the tendering organization	
7	Bank Details of the tendering organization	
8	Warranty Certificate	
9	Certificate to the effect that the equipment quoted is not a refurbished one	
10	Certificate that the quoted items have not been supplied to any other organization/institution at a rate, lower than quoted here	

- **Preferable documents for Technical Bid :**

Sl. No.	Documents	Submitted at Page No.
1	Purchase Order copies for having supplied the quoted equipment to Government Hospitals/reputed institutions	
2	Performance Certificate duly authenticated from any other users of the equipment	

- **Compulsory documents for Price Bid :**

Sl. No.	Documents	Submitted at Page No.
1	Quotation for AMC	
2	Price Bid for the quoting equipment	

INSTRUCTIONS FOR E-TENDERING

Important Instructions for Bidders

All bidders/contractors are required to procure Class-IIIB Digital Signature Certificate (DSC) with Both DSC Components i.e. Signing & Encryption to participate in the ETenders.

Bidder should get Registered at <https://esictenders.eproc.in>.

Bidders can contact our Helpdesk at <https://esictenders.eproc.in/html/Support.asp>

Bidder needs to submit Bid Processing Fee charges of Rs. 2495/- (non-refundable) in the form of Demand Draft from any scheduled bank in favour of M/s. C1 India Pvt. Ltd., payable at New Delhi (or in any other form as acceptable by C1 India Pvt. Ltd.) for participating in the Tender.

Along with the Demand Draft, Bidder needs to send a covering Letter mentioning about the Payment Details, Company Name, Address, User ID and Payment towards ESIC Bid Processing Fees (Mention the Tender ID and Tender Title).

The payment should reach at the below mentioned address, at least one day before the due date and time of Bid Submission:

Kind Attn: Mr. Mohit Chauhan

C1 India Pvt. Ltd.

301, Gulf Petro Chem Building, 1st Floor,

Udyog Vihar, Phase – 2,

Gurgaon, Haryana – 122015

Note: Bid Processing Fee will be Approved only after the receipt of payment.

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TENDER TERMS AND CONDITIONS

1. Tenders will be opened at ESIC PGIMSR & Model Hospital, K.K.Nagar, Chennai-78, on the stipulated date and time in the presence of the tenderers / representatives who choose to be present.
2. **Pre-Qualification Criteria :**
 - a) Bidder should be the manufacturer / authorized dealer / Distributor / Trader / Supplier. Letter of Authorization from Manufacturer for the same and specific to the tender should be uploaded in the prescribed place.
 - b) An undertaking from the original Manufacturer is required stating that they would facilitate the bidder on regular basis with technology / product updates and extend support for the warranty as well. The scanned copy of same to be uploaded.
3. The two part bids i.e. Technical Bid and Price bid shall comprise of the following:

(A) Technical Bid

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

- a) Scanned Copy of Earnest Money Deposit (EMD) Cost must be uploaded .
- b) Please mention that the bidder is Manufacture / Distributor / Dealer / Trader / Supplier relevant document should be uploaded.
- c) In case of distributor / dealer / trader / supplier must be upload tender specific authorization certificate from OEM/ manufacturer should be uploaded.
- d) Copy of PAN Card should be uploaded.
- e) Firm / Company registration certificate should be uploaded.
- f) GST registration certificate should be uploaded.
- g) Income Tax Return of last three years should be uploaded.
- h) Tenderer must provide evidence of experience / supplied materials as mentioned in tender document should be uploaded.
- i) Annual turnover & balance sheet of last three year duly certified by CA as mentioned in tender document should be uploaded.
- j) Certificate of CE & US FDA as mentioned in specifications should be uploaded.
- k) "Declaration by the Bidder" should be uploaded as mentioned in tender document.
- l) Relevant brochure / catalogue pertaining to the items quoted with full specifications etc.
- m) An undertaking of manufacturer as per serial no.2b above in case of Distributor / Dealer / Trader / Supplier should be uploaded.
- n) Tenderer must provide a certificate on letter head that proprietor / firm has never been black listed by any organization should be uploaded.
- o) Technical Specifications Compliance Report.

(B) Price Bid

- a) Rates should be typed in words as well as in figures, free from erasing, cutting and overwriting.
 - b) Price quoted should match with the items quoted in technical bid. In case the price quoted cannot be matched with the items/quoted in technical bid, the bid shall be liable to be rejected.
 - c) Successful bidder shall not be entitled to any rate revision of price for any reason except that allowed by Government of India.
 - d) The quoted price should be all inclusive lump sum price offered for each item including cost of the equipment, freight, Insurance, transit insurance, packing forwarding etc., and including charges for installation and commissioning with all men and material required for the same and including charges for the quoted warranty period. GST must be quoted separately.
 - e) The rates quoted should be F.O.R ESIC PGIMSR & Model Hospital, K.K. Nagar, Chennai – 78. No other charges in addition will be payable on any account over and above the lump sum price quoted in the price bid. The rates quoted in ambiguous terms such as "Freight on actual basis" or " Taxes as applicable extra" or "Packing forwarding extra" will render the bid liable for rejection.
 - f) For imported goods, the price quoted shall not be higher than the lowest price charges by the tenderer for the goods of the same nature, class or description to a purchaser, domestic or foreign or to any organization or department of Govt. of India.
 - g) If it is found at any stage that the goods as stated have been supplied at a lower price, than that price, with due allowance for elapsed time will be applicable to the present case and the difference in cost would be refunded by the supplier to the purchaser, if the contract has already been concluded.
4. Only Technical bid will be opened first on the date mentioned in the presence of bidders who chose to be present. After technical evaluations, the details of technically qualified tenderers will be uploaded in the website. The price bid of the firm whose equipment is technically viable fulfilling the specifications and all other conditions, alone will be opened.

5. Tender currencies :

- The tenderer supplying indigenous goods shall quote only in Indian Rupees.

6. Validity of Tender :

- The rates once quoted on approval will stand valid one year from the date of sanction of the Dean and the quantity mentioned is on the basis of present requirement which are to be supplied within the stipulated period mentioned in the tender. During the currency of the tender, orders are to be executed by the successful tenderer at the tender rate as per future requirements, therefore the quantity in the tender is indicative only and likely to increase.

7. **Right of Acceptance** : ESIC PGIMSR & Model Hospital, K.K.Nagar reserves the right to accept or reject any or all tenders / quotations without assigning any reason there of and also does not bind itself to accept the lowest quotation or any tender. ESIC PGIMSR & Model Hospital, K.K.Nagar also reserves the rights to accept all the equipment / instruments in the given tender or only part of it in any given schedule without assigning any reason.

8. **Earnest Money Deposit (EMD) :**

- Bidder has to deposit the Earnest Money Deposit (EMD) mentioned against the tendering item in the form of demand draft (DD) drawn in favour of “ESIC FUND ACCOUNT NO.1”, payable at State Bank of India, Chennai. The EMD must be submitted upto the date and time stipulated in the tender box kept for this purpose in the Office at First Floor, ESIC PGIMSR & Model Hospital, K.K.Nagar, Chennai - 78. Also the EMD can be sent through registered post addressed to Dean, ESIC PGIMSR & Model Hospital, K.K.Nagar, Chennai - 78 and to Superscribed as “e-Tender for Supply and installation of one set of Laparoscopy Trocars and Hand Instruments (EMD)”.
- The scanned copy of the DD should be uploaded.
- The tenders without EMD is liable for rejection.
- For EMD exemption, if any, necessary documents (SSI Certificate issued by only NSIC) for exemption should be uploaded, otherwise tender will be liable for rejection.
- The EMD of unsuccessful tenderers shall be refunded within one month after the award of tender to the successful tenderer.
- Advance Stamp Receipt for the refund of EMD should be enclosed with the tender document.

9. **Certificates to be furnished :**

- a) A certificate that the quoted rates are not been supplied to any other organization at a rate, lower than quoted here, should be enclosed.
- b) Undertaking on AMC for five years after the warranty period, is to be mentioned in the tender document.
- c) Certificate to the effect that the equipment quoted is not a refurbished one, should be enclosed with the tender documents.
- d) Copies of purchase order for having supplied to Government Institutions and reputed hospitals in Chennai should be enclosed.
- e) A certificate duly authenticated from any other users of the equipment about satisfactory performance, is to be enclosed.

10. Only the manufacturers or their authorized distributor/stockist would be considered for the tender.

11. **Subletting of contract :** The firm shall not assign or sublet the contract or any part of it to any other person or party without having first obtained permission in writing of ESIC PGIMSR & Model Hospital, K.K.Nagar, which will be at liberty to refuse if thinks fit. The tender is not transferable.

12. Either the authorized Indian agent on behalf of the principal/OEM or principal/OEM himself can bid but both cannot bid simultaneously for the same item/product in the same tender.

13. If an agent submits bid on behalf of the principal/OEM, the same agent shall not submit a bid on behalf of another principal/OEM in the same tender for same item/product.

14. Bidders in their own interest shall ascertain the eligibility of whatsoever concessions and exemptions are eligible and applicable to the ESIC PGIMSR & Model Hospital, K.K. Nagar, Chennai and shall advise the purchaser and quote accordingly.

15. The firm should be registered and should have the average annual turnover of at least Rs.25,00,000/- (Twenty Five Lakhs) of the bidder in the last three financial years. Copies of authenticated balance sheet for the past three years should be uploaded.

16. **Guarantee / Warranty, Service, Maintenance** : The tenderers must quote for Two (2) years onsite warranty from the date of completion of the satisfactory installation as certified by the stipulated committee. The warranty charges shall not be quoted separately otherwise the bid shall be summarily rejected.

Firm should undertake to enter into Annual Maintenance Contract (AMC) for the equipment as well as for accessories attached for a minimum period of five years after completion of warranty period and accordingly quote the rates of AMC for five years. The rates for AMC (Labour) should not exceed 3% per annum, of the unit cost of the equipment on the date of purchase. Firm should undertake to keep the equipment in running order throughout the year and in case of equipment going out of order during warranty/AMC the fault should be attended within 24 hours and rectified within 7 days of lodging the complaint.

- Should provide Warranty period: As per mentioned in the specifications and AMC after warranty as per mentioned in the specifications.
- Should ensure availability of spares for at least 10 years after date of installation.
- Onsite warranty would include all parts—plastic, metallic, glass, batteries and rubber (without any exclusion) except the consumable accessories if any.
- Comprehensive warranty would include periodic checking and periodic calibration of all parameters strictly as per manufacturer's recommendations (at least every 6 month) and any spares or standards required for that.
- Should have online and telephonic registration of the complaints.
- Should have resident service engineer available in Chennai within 24 hrs to solve the complaints.
- Down time of the equipment will start from the time of lodgement of first complaint.
- The company must ensure that the machine remains FULLY functional all the time for the period of warranty and AMC.
- No request in this regard will be entertained on the pretext of an availability of items with the supplier / company.
- Price of the Equipment and AMC should be quoted separately and frozen for the period including warranty and AMC.
- Should have local service facility and should have the necessary equipment's to carry out preventive maintenance test.
- Onsite physical demonstration and training of the equipment to all the end users with all the requested facilities will be mandatory.
- Company should certify that model quoted is latest and not obsolete, and spares are available for at least 10 years after date of installation.
- Warranty and AMC should be provided by company and accessories should be included in warranty.
- Should provide the preventive maintenance in every 6 month and also calibrate the machine at the time PM if required.

17. Demonstration of equipment :

- a) Tenderer should be able to demonstrate the product quoted by them, to the Technical Evaluation Committee in Chennai within one week from the date of opening of tender.
- b) The company will get only one chance for demonstration. In case, the company fails to arrange the demonstration, the tender shall be liable for cancellation.
- c) The date for demonstration shall be fixed with mutual consent on telephone/e-mail and the same shall be confirmed in writing or by fax. In any case, not more than two weeks time shall be given to arrange for demonstration.

18. Security Deposit :

- a) The successful bidder shall have to submit a performance guarantee (PG) within 30 days from the date of issue of Letter of Award (LOA). Extension of time for submission of PG beyond 30 days band up to 60 days from the date of issue of LOA may be given by the competent authority to sign the contract agreement however a penal interest of 15% per annum shall be charged for the delay beyond 30 days. i.e., 31st day after the date of issue of LOA. In case of the contract fails to submit the requisite PG even after 60 days from the date of issue of LOA the contract shall be terminated duly forfeiting the EMD and other dues if any payable against the contract. The failed contractor shall be debarred from participating in re-tender (if any) for that item. Performance Guarantee Bond is mandatory.
- b) Validity of the performance guarantee bond shall be for a period of 60 days beyond of entire warranty period from the date of issue of installation & commissioning.
- c) After Completing of warranty period a fresh BG / DD / FDR of 10% of AMC cost will be submitted by the supplier for performance security against AMC. Validity of this new BG / DD / FDR will be 60 days beyond AMC period. After submission of new security deposits, old security deposit will be released.

19. **Delivery Schedule** : Within 60 days from the date of purchase order. The delivery should be at the place shown by the receiving officer within the premises of the ESIC PGIMSR & Model Hospital, K.K.Nagar at the cost of the supplier. For imported items, an enhanced delivery period, if required can be agreed and the same should be indicated clearly.

20. No articles shall be supplied to the hospital except on requisition in writing signed by the Dean or by an officer authorized by him/her in writing to do so.

21. **Penalty** : If the successful tenderer fails to execute the supply within the stipulated period, penalty of 5% of the value of the order will be levied. Failure to execute the supply will lead to cancellation of supply order and the Performance security will stand forfeited and the vendor will not be allowed to participate in the re-tender for the equipment.

22. **Payment** :The payment towards the supply is subject to receipt of inspection note/performance certificate to the effect that the items supplied are conforming to the purchase order placed.

COMPANY PROFILE

1. Name of the firm
2. Full Address:
3. Telegraphic Address/E-mail Id:
4. Telephone No.
5. Telex/Fax No.
6. Date of Establishment of firm:
7. Is Your Firm registered under
 - The Indian Factories Act
 - Companies Act
 - Any other Act
8. Name & address of your Bankers.
Stating the name in which the
Account stands
(Please give Account details)
9. Are you on the list of approved
Contractors of any other authority
(if so please give details)
10. Give details of any Govt. contract
Executed during the last 12 months
11. Are you a Manufacturer. If so
Please furnish the items you
Manufacture
12. Are you a small scale industry
Registered with the appropriate
Authority. If so furnish details
13. Are your products certified by ISI?
If so furnish details
14. Any other information which you
Consider necessary to furnish

DATE

SIGNATURE:

NAME & ADDRESS:

DECLARATION FORM

We having our office at do declare that we have carefully read all the conditions of Tender for the supply of and abide by all the conditions set forth therein by the Dean, ESIC PGIMS & Model Hospital, K.K. Nagar, Chennai 78.

We further declare that wepossess valid licence bearing No.....valid upto.....

DATE:

SIGNATURE:

SEAL:

NAME & ADDRESS:

From

To

The Dean,
ESIC PGIMSR & Model Hospital,
K.K.Nagar, Chennai – 600 078.

Sub: Request for refund of EMD Amount - reg.

* * *

With reference to your advertisement dated _____, we have submitted tender for _____ (name of equipment).

In case we are not the successful bidder, we request you to kindly refund the EMD amount of Rs._____. The Cheque may be kindly be drawn in favour of _____

Beneficiary's Name :
Account No. :
A/C Savings Current :
IFSC Code No. :
Bank Name :
Branch Name & Address :

Yours faithfully,

(SIGNATURE & SEAL)

PRE-RECEIPT

Received an amount of Rs..... vide cheque No.....
dated..... from ESI Corporation towards refund of EMD amount.

Revenue
Stamp

(SIGNATURE & SEAL)

PRICE BID FOR THE SUPPLY OF ONE SET OF LAPAROSCOPY TROCARS AND HAND INSTRUMENTS

I / We _____ hereby offer to supply _____ (name of the equipment) at ESIC PGIMSR & Model Hospital, K.K. Nagar, Chennai - 78 as per the specifications in the Tender, at the rate given below and agree to hold this offer for one year from the date of approval of tender and for further period if extended.

Sl. No	Name of Medical Equipment	Quantity Required	Rate per unit (in Rs.)	GST (in %.)	Total (in Rs.)
1	Laparoscopy Trocars and Hand Instruments (Dept. of General Surgery)	1 Set			
	Instruments				
2	11 mm Trocar - Cannula	1 Nos.			
3	5.5 mm Trocar - Cannula	1 Nos.			
4	Veress Needle	1 No.			
5	Maryland Forceps	1 No.			
6	Grasping Forceps (Atraumatic)	1 No.			
7	Grasping Forceps (Toothed)	1 No.			
8	Bowel Holding Forceps	1 No.			
9	Babcock Forceps	1 No.			
10	Metzenbaum Scissor	1 No.			
11	Reducer Sleeve	1 Nos.			
12	Clip Applicator	1 No.			
13	Needle Holder	1 No.			
14	Bipolar Forceps	1 No.			
15	Monopolar Hook	1 No.			
16	Monopolar Spatula	1 No.			
17	Monopolar High Frequency Cable	1 No.			
18	Suction-Irrigation Cannula	1 No.			

WARRANTY CERTIFICATE FOR THE SUPPLY OF ONE SET OF LAPAROSCOPY TROCARS AND
HAND INSTRUMENTS

I / we _____ do hereby undertake to provide Two years onsite warranty for the equipment _____ from the date of satisfactory installation of the said equipment in your Hospital premises.

Signature of Bidder with date and seal

QUOTATION FOR ANNUAL MAINTENANCE CONTRACT

I / We _____ do hereby accept to enter into Annual Maintenance Contract (AMC) at a rate of _____, per annum, for five years after completion of warranty period.

Signature of Bidder with date and seal

SPECIFICATIONS

Laparoscopy Hand Instruments (Reusable) :

1. **11 mm Trocar - Cannula** - 2 No
 - Should be autoclavable with automatic Valve
 - Cannula should be straight with threads
 - One Trocar should be protective/ Safety and one should be sharp.
2. **5.5 mm Trocar - Cannula** - 3 No
 - Should be autoclavable with automatic Valve
 - Cannula should be straight with threads
3. **Veress Needle** - 1 No
 - Should be 2mm in diameter & 120 mm in length
 - Should be autoclavable
4. **Maryland Forceps** - 1 No
 - Should be 5 mm in diameter with 360° rotation
 - Should have connector pin for monopolar coagulation
 - Should have proper insulation
 - Should be autoclavable
5. **Grasping Forceps (Atraumatic)** - 1 No
 - Should be 5 mm in diameter with 360° rotation
 - Should have connector pin for monopolar coagulation
 - Should have proper insulation
 - Should be autoclavable
6. **Grasping Forceps (Toothed)** - 1 No
 - Should be 5 mm in diameter with 360° rotation
 - Should have connector pin for monopolar coagulation
 - Should have proper insulation
 - Should be autoclavable
7. **Bowel Holding Forceps** - 1 No
 - Should be 5 mm in diameter with 360° rotation
 - Should have proper insulation
 - Should be autoclavable
8. **Babcock Forceps** - 1 No
 - Should be 5 mm in diameter with 360° rotation
 - Should have proper insulation
 - Should be autoclavable

9. **Metzenbaum Scissor** - 1 No
 - Should be 5 mm in diameter with 360° rotation
 - Should have proper insulation
 - Should be autoclavable
10. **Reducer Sleeve** - 2 No
 - 11mm to 5.0mm, Autoclavable and Tube type
11. **Clip Applicator** - 1 No
 - Should be 10 mm in diameter with 360° rotation
 - Compatible with Medium and Large clips
 - Should be autoclavable
12. **Needle Holder** - 1 No
 - Should have curved Tungston carbide jaws
 - Should be autoclavable with easy Curved / straight ratchet
13. **Bipolar Forceps** - 1 No
 - Should be 5 mm in diameter, detachable, single action and autoclavable
 - Should have bipolar cable
14. **Monopolar Hook and Spatula** - 1 each
 - Should be 5mm in diameter and autoclavable with proper insulation
15. **Monopolar High Frequency Cable** - 1 No
16. **Suction-Irrigation Cannula** - 1 No
 - Should be 10 mm and autoclavable
 - Should have sliding valve

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