

**TENDER FEES-RS.2000/-**



सत्यमेव जयते

GOVT. OF ASSAM

OFFICE OF THE PRINCIPAL-CUM-CHIEF SUPERINTENDENT  
DIPHU MEDICAL COLLEGE & HOSPITAL, DIPHU

**TENDER DOCUMENT**

**SUPPLY OF VARIOUS RADIODIAGNOSIS ITEMS IN  
DIPHU MEDICAL COLLEGE & HOSPITAL, DIPHU PIN  
NO-782460, ASSAM**

**TENDER NO.: SMED/DMCH/NIQ/0140/2023/351**

**Dated:-24/04/2023**

**TWO BID SYSTEMS**

|  |   |
|--|---|
| <b>Issue ofNIT</b>                               | <b>24/04/2023</b>   |
| <b>Date and Time of Start of Bid Submission</b>  | <b>12.00 Noon of 25/04/2023</b>   |
| <b>Date and Time of End of Bid Submission</b>    | <b>12.00 Noon of 16/05/2023</b>   |
| <b>Date and Time of Opening of Technical Bid</b> | <b>2.30 P.M. of 16/05/2023</b>  |
| <b>Date and Time of Opening of Financial Bid</b> | <b>Shall be communicated only to the technically qualified bidders subsequently</b> |

Tender document sale/ downloaded from institute's website [www.dmcassam.in](http://www.dmcassam.in)

Email: [principaldiphu@gmail.com](mailto:principaldiphu@gmail.com)



**GOVERNMENT OF ASSAM**  
**OFFICE OF THE PRINCIPAL-CUM-CHIEFSUPERINTENDENT**  
**DIPHU MEDICAL COLLEGE & HOSPITAL**

*(Under Society for Medical Education, Diphu)*

*Tele No:-0361-299916, e-mail : principaldiphu@gmail.com*

No. SMED/DMCH/NIQ/0140/2023/351

Date : 24/04/2023

**NOTICE INVITATION FOR TENDER**

Sealed Tenders (Two Bid system comprising of Technical Bid and Financial Bid) affixing court fee of **Rs. 8.25 (Rupees eight & twenty five paise)** only are invited from the intending suppliers/manufacture/firm for "Supply of various Radiodiagnosis items in Diphu Medical College & Hospital, Diphu". The bidders are requested to submit the tender in separate sheet with seal and signature. The tender documents along with the specification may be downloaded from the office website of DMC&H ([www.dmcassam.in](http://www.dmcassam.in)) and deposit the payment of Rs. 2000/- as tender fee (non-refundable) and EMD of Rs. 10000/- in the form of demand draft in favour of Principal-cum-Chief Superintendent, Diphu Medical College & Hospital, Diphu on or before 16/05/2023 along with the tender documents submit before 1.00 P.M. The tender will be opened on same date at 2.30 P.M. in the presence of tenderer or their authorized representatives. The tender are to be submitted to the office of the Principal cum Chief Superintendent, Diphu Medical College & Hospital, Diphu on all the working days during office hours.

Sd/-

Principal-cum-Chief Superintendent  
Diphu Medical College & Hospital, Diphu, Assam

No. SMED/DMCH/NIQ/0140/2023/352-59

Date : 24/04/2023

**Copy to: -**

1. The Director of Medical Education, Assam, Sixmile, Khanapara, Guwahati-22.
2. The DIPRO, Assam. He is requested to publish this tender notice at least two of the leading newspaper of Assam.
3. The Superintendent, DMC&H, Diphu.
4. The Addl. Superintendent, DMC&H, Diphu.
5. The Professor and Head, Radiology, DMC&H, Diphu.
6. The F.A, DM&CH, Diphu.
7. Notice Board, DM&CH, Diphu.
8. Office copy.

Sd/-

Principal-cum-Chief Superintendent  
Diphu Medical College & Hospital, Diphu, Assam

### **Terms and Condition:**

1. Technical and Financial bids in separate envelope are to be submitted together in sealed envelope clearly indicating the Tender Ref. No on the envelope and addressed to the Principal, DMC&H, Diphu.
2. The rates against each items of the enclosed list should be quoted in figures and words and that shall be inclusive of all taxes, etc must be submitted in Financial bid.
3. The cover containing the tender should be super scribed as the “**TENDER FOR SUPPLY OF VARIOUS RADIODIAGNOSIS ITEMS IN DIPHU MEDICAL COLLEGE &HOSPITAL,DIPHU**” in block letters.
4. Incomplete and defective tender shall not be accepted.
5. Tender Fee of Rs. 2000/-(Two thousand) only and EMD of Rs. 10,000/- (Ten thousand) only in the form of FDR, Demand Draft of schedule Bank valid for one year pledged to the “Principal cum Chief Superintendent, Diphu Medical College & Hospital, Diphu” to be submitted. Any bid from a bidder who fails to furnish EMD will be summarily rejected as the purchaser nonresponsive.
6. The authorized Stockist / Distributors or authorized dealers will have to supply the same percent of materials as specified in the supply order. In case of any discrepancy noticed regarding quality/quantity of the materials, the tenderers’ will have to bear the losses for such supply.
7. The work/supply order will be placed as and when requirement arises and payment will made subject to the availability of fund after observing all formalities. Any claim for advance payment will not be entertained. No interest will be paid for late payment (ifany).
8. In the event of failure to supply the required materials as ordered in stipulated period, the order will be automatically cancelled and will invite forfeiture of the earnest money.
9. The rates shall be valid for one year from the date of acceptance of the tender.
10. Items have to be supplied within 14 (Fourteen) days from the receipt of supply order.
11. There should be provision for supply immediately in emergency basis as and when necessary.
12. Samples to be submitted during technical evaluation. Technically qualified bids will be taken up for financial bid evaluation.
13. Items supplied should be as per specifications and samples submitted.
14. In case of holiday next working date and time will be the last submission date & time of tender.
15. Canvassing in any form will make the tender liable to rejection.
16. Price escalation will not be allowed in any case.
17. The tender should be written neat and clean without any cutting/overwriting/erasing.
18. The Tender documents should be page marked with signature and seal on each page.
19. The undersigned reserve the right to accept or reject any or all tender or part

thereof without assigning any reason thereof and under no any circumstances, the undersigned is bound to accept the lowest rate of the tender.

20. The Courts at Diphu shall have the jurisdiction to settle up any/all disputes if arise.
21. Detail specification of the items should be provided with the prices and the items should be ISO, CE and CLIS us FDA certified, wherever applicable.
22. In case of any of the above mentioned dates being declared as a holiday the Bids will be sold / received / opened on the immediate next working day at the appointed time.
23. Any corrigendum related to this tender kindly to be seen at the official website of the college.
24. Authority reserves the right for any modification in the bid documents if required 7 days before the tender submission of last date
25. In case the bid documents are sent by post or by courier, the time and date of depositing the bid documents at the office is to be as per schedule date of submission. Authority will not be responsible for any postal delay in process of submission of Bids & necessary fees.
26. Tenderer/bidder shall quote the prices of the items as per the pack size mentioned in the Annexure-VIII of the tender document.
27. Payment shall made on received of the consignment with satisfactory certification by the concerned department HOD on the body of the bills the availability of the fund. No any interest shall be paid for late payment, if any.
28. TDS and other applicable taxes as per prevailing rates will be deducted at the time of making the payment of bills.
29. No payment will be made for unsatisfactory supply.
30. The bidders who does not fulfill any of the above conditions and incomplete tenders are liable to summarily rejected at the risk and cost of the bidder only and any further correspondence in this regard will not be entertained.
31. Tenderer should mention the expiry dates of consumables and kits where applicable.

Sd/-

**Principal cum Chief Superintendent,  
Diphu Medical College & Hospital, Diphu**

## ANNEXURE - I

### **Documents to be submitted:**

1. **Dealership/Authorization certificate from manufacturer.**
2. Performance statement/Experience Certificate as per annexure-VI (previously supplied in Govt. institution/Deptt.) including copies of supply order from competent authority.
3. I.T. Clearance Certificate/I.T. Return of last three assessment years and PAN card. (photocopy duly attested).
4. GST Registration Certificate and up to date GST Clearance Certificate /GST return certificate (photocopy duly attested).
5. Trade License from competent authority. (Photo copy duly attested).
6. A notarized undertaking in 100 Rs Non Judicial Stamp paper to the effect that the company/firm/distributor has not been blacklisted.
7. Financial Statement of last 3 Years from C.A is to be enclosed.
8. Financial sound Certificate from banker is to be enclosed.
9. Affidavit regarding agreement of all terms and conditions of the tender as per Annexure-III(duly signed by the Notary public).
10. Original Document is to be shown during opening of technical bid or on scrutiny.
11. The bidder shall certify that the rates quoted are the lowest ones for any institution (Govt. or Private) in the state.

Sd/-  
**Principal cum Chief Superintendent  
Diphu Medical College & Hospital Diphu**

## Annexure-II

### Check List

#### Document Submitted

- 1) Demand Draft
  - a) Tender Fees (Rs-2000/-) No.....Dt.....Bank Name.....
  - b) EMD fees (Rs-10000/-) No.....Dt..... Bank Name.....
- 2) GST Registration Certificate.
- 3) Income Tax Certificate
- 4) Trade Licenses
- 5) A notarized undertaking to the effect that the company/firm/distributor has not been blacklisted.
- 6) Financial Statement of last 3 Years from C.A.
- 7) Financial sound Certificate from banker.
- 8) Affidavit regarding agreement of all terms and conditions of the tender (duly signed by the Notary public).
- 9) Performance statement/Experience Certificate from competent authority.
- 10) Any other documents and Annexure required as per Tender document
  - a)
  - b)
  - c)
  - d)

Certified that above documents is true & legal as required for the tender. The original document will be produced at the time of opening /scrutiny of technical bid.

Signature of Tenderer

**AFFIDAVIT****(On Non-Judicial Stamp paper of Rs.100/-)**

I, \_\_\_\_\_ Son / Daughter / Wife of Shri \_\_\_\_\_ Resident of \_\_\_\_\_ Proprietor/Director authorized signatory of the agency/Firm (M/s \_\_\_\_\_), do here by solemnly affirm and declare as follows:

1. I am authorized signatory of the agency/firm and is competent to sign this affidavit and execute this quotation document;
2. I have carefully read and understood entire quotation including all the terms and conditions of the quotation and undertake to abide by them.
3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my quotation at any stage besides liabilities towards prosecution under appropriate law.
4. I/We further undertake that no case /enquiry/investigation is pending with the police /court/vigilance or any government body against the Proprietor /Partner/Director etc. as individual or against legal entity of the Company/Firm/Agency.
5. I/We further undertake that none of the Proprietor/Partners/Directors of the Agency/firm was or is Proprietor or Partner or Director of the Agency with whom the Government have banned /suspended/blacklisted business dealings. I/We further undertake to report to the authority, DMCH immediately after we are informed but in any case not later 15 days ,if any Agency in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such an Agency which is banned/suspended in future during the currency of the Contract with you.
6. I/We further undertake that our firm/company is fulfilling all the terms and conditions /eligibility criteria obvious/explicit or implied/implicit recorded anywhere in the quotation document. If at any time including the currency of the Contract, any discrepancy is found relating to our eligibility or the process of award of the contract criteria, this may lead to termination of contract and/or any other action deemed fit by the Institute.

(Signature of the Bidder)

Date:  
Place:  
Seal of the Agency

Name:  
Designation  
Address:

I/ We do here by solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed there in.

Deponent

**UNDERTAKING**

1. I, \_\_\_\_\_ Son/Daughter/Wife of Shri \_\_\_\_\_  
\_\_\_\_\_ Proprietor/Director/authorized signatory of the Agency/Firm, mentioned above, is competent to sign this declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. **I/We, do hereby declare that the our firm has neither been blacklisted/no criminal/civil case pending against me/us (attach an affidavit duly notarized on Stamp Paper Worth of Rs. 100/- )stating that no criminal/Black listing case is pending against the firm) by any of the Govt. Institute/Ministries/Departments/PSUs with which the firm had contracted for supply of Consumable items etc. during the last five years nor has been penalized by such Offices / organizations for supply of poor/spurious Consumable items etc.**

(Signature of authorized person)

Date: \_\_\_\_\_ Full Name: \_\_\_\_\_

Place: \_\_\_\_\_ Seal: \_\_\_\_\_



**(Annexure-V)**

**TECHNICAL BID FORMAT**

| Sl. No. | Details   | Remarks |
|---------|---|---------|
| 1       | Name of the firm/Society/Company/proprietary Concern  |         |
| 2       | Address of registered office  |         |
| 3       | Address of the office   |         |
| 4       | Telephone Nos./Fax/E-mail of Bidders  |         |
| 5       | Tender processing Fees Yes/No submitted through online  |         |
| 6       | Earnest Money Deposit(EMD)Yes/No  |         |
| 7       | Valid Trade License/Incorporation(if any)   |         |
| 8       | Copy of constitution or legal status of the sole proprietorship/firm/agency etc.  |         |
| 9       | Manufacturer authorization certificate from the Manufacturer  |         |
| 10      | Other relevant certificates (if any)  |         |
| 11      | Banker of Company/Firm/agency with full address Telephone Number of Banker  |         |
| 12      | PAN No.   |         |
| 13      | GST Reg. No.  |         |
| 14      | The Bidder should have an average annual turnover of Rs. 30 lakhs for last three assessment years .Copies of profit & loss account and balance sheets duly authenticated by a Chartered Accountant for the last three years should be enclosed.   |         |
| 15      | Copy of Income Tax Return Filed Acknowledgements for last 3 (three) assessment years.   |         |
| 16      | Should have executed supply of similar nature of items in Central/State Govt./PSU's/Autonomous bodies for a period of minimum two years   |         |
| 17      | Acceptance of terms & conditions attached (Yes/No).Please sign each page of terms and conditions as a token of acceptance and submit as part of tender document.  |         |
| 18      | All Annexures submitted as per prescribed form  |         |
| 19      | Enclose an affidavit duly certified by the notary firm has neither been blacklisted/no criminal/civil case pending against me/us (attach an affidavit duly notarized on Stamp Paper Worth of Rs. 100/- )stating that no criminal/Black listing case is pending against the firm) by any of the Govt. Institute/Ministries/Departments/PSUs/with which the firm had contracted for supply of Consumable items etc. during the last five years nor has been penalized by such Offices/organizations for supply of poor/spurious Consumable Items etc. |         |

(Signatures of the authorized signatory with seal of tendering firm)

Date:  
Place:

Name:-  
Address:  
Mob.No.

**ANNEXURE-VI**

**DETAILS OF SIMILAR WORKS EXECUTED FOR MINIMUM PERIOD OF 2 (TWO) YEARS**

**Name of the Bidder.....**

| 1                             | 2                    | 3                              | 4     | 5                | 6                   |
|-------------------------------|----------------------|--------------------------------|-------|------------------|---------------------|
| Contract no./Supply order No. | Name of Organization | Description of Contract/Supply | Value | Year of contract | Continuing (YES/NO) |
|                               |                      |                                |       |                  |                     |
|                               |                      |                                |       |                  |                     |
|                               |                      |                                |       |                  |                     |
|                               |                      |                                |       |                  |                     |
|                               |                      |                                |       |                  |                     |
|                               |                      |                                |       |                  |                     |
|                               |                      |                                |       |                  |                     |
|                               |                      |                                |       |                  |                     |

Date:  
Place:

Name:-  
Address:  
Mob.No.

**ANNEXURE-VII**

**SAMPLE FORMAT FOR EVIDENCE OF ACCESS TO OR  
AVAILABILITY OF CREDIT FACILITIES**

**BANK CERTIFICATE**

This is to certify that M/s

.....

.....is a reputed company with good financial standing/status.

If the contract for the work, namely.....

.....

.....is awarded to above  
firm, we shall be able to provide overdraft/credit facilities to the extent of Rs.

.....

.....to meet their working capital requirements for executing the  
above during the contract period.

\_\_\_\_\_  
(Signature)

Name of the Bank with seal signature

Bank manager

Address of the Bank

**ANNEXURE-VIII****SPECIFICATION OF RADIOLOGY ITEMS**

| <b>Sl No.</b> | <b>Item Name</b>         | <b>Specification</b>                  | <b>Unit</b>   |
|---------------|--------------------------|---------------------------------------|---------------|
| 1             | CT Scan Film             | 14×17DVE camera mode 6950, Carestream | 1 pkt         |
| 2             | X-ray Film               | 8×10FujiDryFilm                       | 1 pkt         |
| 3             | X-ray Film               | 10×12FujiDryFilm                      | 1 pkt         |
| 4             | X-ray Film               | 14×17Fuji Dry Film                    | 1 pkt         |
| 5             | a) CT contrast Iohexol   | i) 300mg x50 ml                       | vial/bottle   |
|               |                          | ii) 300 mg X100 ml                    | vial/bottle   |
|               |                          | iii) 350 mg X100 ml                   | vial/bottle   |
|               |                          | iv) 350 mg X50 ml                     | vial/bottle   |
| 6             | b) CT contrast Iopromide | i) 300 mg x100 ml                     | vial/bottle   |
|               |                          | ii) 300 mg x 50 ml                    | vial/bottle   |
|               |                          | iii) 370 mg x100 ml                   | vial/bottle   |
|               |                          | iv) 370 mg x 50 ml                    | vial/bottle   |
| 7             | c) CT contrast Iodixanol | i) 320 mg x 50 ml                     | vial/bottle   |
|               |                          | ii) 320 mg x 100 ml                   | vial/bottle   |
| 8             | USG Paper Roll           | Sony                                  | roll          |
| 9             | Urografin                | 76%                                   | Vial          |
| 10            | Agfa X ray film          | 14x17                                 | 100 sheet/pkt |
| 11            | Agfa X ray film          | 10x12                                 | 100 sheet/pkt |
| 12            | Agfa X ray film          | 8x10                                  | 100 sheet/pkt |
| 13            | Ultrasound gel           | 5 Litre                               | 1 galloon     |
| 14            | ECG Roll                 | 80x20 mm                              | 1 roll        |
| 15            | ECG Roll                 | 50x20 mm                              | 1 roll        |
| 16            | ECG Roll                 | 210x20 mm                             | 1 roll        |

**SAMPLE OF BOO FOR FINANCIAL BID**

| <b>Sl. No.</b> | <b>Name of Items</b> | <b>Unit/Pack size</b> | <b>Price</b>                |                            | <b>GST%</b> | <b>Rate with all Taxes</b> |
|----------------|----------------------|-----------------------|-----------------------------|----------------------------|-------------|----------------------------|
|                |                      |                       | <b>Unit Price in Figure</b> | <b>Unit Price in Words</b> |             |                            |
|                |                      |                       |                             |                            |             |                            |

**ANNEXURE-IX**

**ANNUAL TURNOVER STATEMENT**

The Annual Turnover of M/s \_\_\_\_\_ for the past three years and concurrent commitment for the current financial year are given below and certified that the statement is true and correct.

| <b>Sl. No</b> | <b>Year</b>                      | <b>Turnover (Rs. in lakhs)</b> |
|---------------|----------------------------------|--------------------------------|
| 1             | <b>2019-20</b>                   |                                |
| 2             | <b>2020-21</b>                   |                                |
| 3             | <b>2021-22</b>                   |                                |
|               | Total                            |                                |
|               | Average turn over in last 3years |                                |

Date:

Seal:

\*\*\*\*\*End of Annexures\*\*\*\*\*