

[www.maids.ac.in](http://www.maids.ac.in), [www.madch.ac.in](http://www.madch.ac.in)  
**MAULANA AZAD INSTITUTE OF DENTAL SCIENCES**  
**(AN AUTONOMOUS ORGANISATION OF GOVT. OF NCT OF DELHI)**  
**MAMC COMPLEX, NEW DELHI- 110002.**  
**PURCHASE BRANCH**

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Notice Inviting Limited Tender for entering into Rate Contract for supply of Hand Pieces Cartridges.

**Tender Document can also be downloaded from [www.maids.ac.in](http://www.maids.ac.in)**

Sealed Tenders are invited for Procurement of Hand Pieces Cartridges required in MAIDS. Detailed Programme alongwith Terms & Conditions is as under: -

- |    |                                    |   |  |
|----|------------------------------------|---|--|
| 1) | Estimated Cost                     | : | Rs. 1.95 – 2.00 Lac                            |
| 2) | Validity of Rate Contract          | : | Upto 31 <sup>st</sup> December 2013.           |
| 3) | Date of release of Tender          | : | 26 <sup>th</sup> Dec., 2012                    |
| 4) | Submission of the Tenders          | : | Upto 1.30 P.M. on 16 <sup>th</sup> Jan., 2013. |
| 5) | Opening of Pre-qualification Bids  | : | At 2.00 P.M. on 16 <sup>th</sup> Jan., 2013.   |
| 6) | Date of opening of Technical Bids  | : | At 03:00 PM on 16 <sup>th</sup> Jan., 2013.    |
| 7) | Date of opening of Price Bids      | : | to be intimated later.                         |
| 8) | Submission of EMD in Physical Form | : | By 1.30 P.M. on 16 <sup>th</sup> Jan., 2013.   |

Technicals specification of required Hand Pieces Cartridges are placed Annexure –IV.

**EMD of Rs.10,000/- valid for one year is required to be deposited in the form of FDR/Bank Guarantee in the name of Director-Principal, MAIDS till Bid Submission End date & Time of Tender.**

**IN CASE ANY CLARIFICATIONS PERTAINING TO THIS TENDER ARE REQUIRED, PLEASE CONTACT THE PURCHASE BRANCH OF MAIDS, ROOM NO. 08, BETWEEN 02:00 P.M. TO 04:00 P.M. ON ANY WORKING DAY PERSONALLY OR TELEPHONICALLY ON PHONE NOS. 011-23233884 EXTN. 1053/1054 OR MOBILE NO. 9654700986.**

**Three Bid Tender System is to be followed as under:-**

**A. Fees & Pre-qualification:**

Submission of EMD of Rs.10,000/- in Physical Form in the office of the Director - Principal, MAIDS, Room no. 08, Ground floor valid upto 31 January 2014 by 1:30 P.M. on 16<sup>th</sup> Jan., 2013

The EMD shall be submitted in separate Envelop clearly mentioning the “EMD for Cartridges of Hand pieces Tenders”.

**Essential documents to be submitted in Physical form are:-**

- a) Attested photocopy of PAN Card of the Firm/Individual participating in Tender.
- b) An Undertaking on "Non-Judicial" Stamp paper of Rs.10/- duly attested by Notary Public on prescribed Performa (Annexure-II)

- c) An Affidavit on Non-Judicial Stamp Paper of Rs.10/- on prescribed Performa (Annexure-III)
- d) Copy of VAT Registration / Services Tax Registration with Govt. of Delhi.
- e) Payment of purchased items shall be made through ECS. To facilitate this Tenderers are requested to indicate their Bank Details as follows:-
  - i) Name of Beneficiary :
  - ii) Name of the Bank & Branch address. :
  - iii) Account No. :
  - iv) IFSC Code. :

**These entire documents in same sequence shall be placed in a sealed envelope clearly indicating "Pre – Qualification Bid Documents for Hand Piece Cartridges".**

**In absence of any of these documents, the Tender will be rejected outright.**

**B. Technical Bid:-**

**Sample / Literature shall be submitted upto 16<sup>th</sup> January 2013 in our Store.**

**Rate of the various Hand Piece Cartridges shall be submitted in Prescribed Format only in Annexure-V.**

**Taxes to be charged shall be given in percentage only.**

**The Price Bids shall be placed in a sealed cover clearly indicating "Price Bids for Hand Piece Cartridges". All the three envelops i.e. EMD Envelop, Pre-qualification Bid Documents Envelope and Price Bids Envelope shall be placed in a sealed cover indicating "Quotations for Hand Piece Cartridges". This sealed Envelope containing EMD, Pre-Qualification Bid Documents and Price Bids Envelop shall be placed in the Tender Box upto last date & time kept in Room No. 08, Ground Floor of MAIDS Building.**

**General Terms & Conditions:-**

1. The Quotations shall be filled only in prescribed Annexures given in the Tender document.
2. The supplies of the Hand Piece Cartridges will be for Maulana Azad Institute of Dental Sciences, MAMC Complex, Bahadur Shah Zafar Marg, New Delhi-110002. The rates should be quoted for F.O.R. destination (Without Taxes).
3. The validity of the quotation will be upto 31st December 2013. The Tenderer is bound to supply the store during the validity of quotation at the approved rates.
4. Only those Hand Piece Cartridges should be quoted which can be supplied by the firm within the period stipulated. The Cartridges shall be original and in its original pack.
5. The Supply period of Ordered Cartridges shall be 30 days from the date of issue of supply Order.

6. Penalty of 1% of the value of order per week for delayed supply shall be deducted subject to a maximum of 10% of the total value of the order from the bill raised by the Supplier or from the Security Money deposited.

In case of defective Hand Piece Cartridges, the same shall have to be replaced by the firm within one week failing which the Security Money/EMD Money deposited by the firm shall be forfeited and action may be taken against the firm as per rules.

**Payment shall be made on receipt of full quantities of the ordered Hand Piece Cartridges. No payment shall be made for Part Supply.**

7. The Tenderer should quote alongwith the Tender, his Permanent Account Number of Income Tax Department and VAT Registration No. in bold letter, on the body of first page of their Quotation as well as Mobile Number and e-mail address.
8. Before execution of supply order, the Tenderer will be required to deposit Security Money in the shape of Bank Guarantee/FDR in favour of Director-Principal, Maulana Azad Institute of Dental Sciences, New Delhi. The Security money will be 10% of the supply order covering entire period of warranty or 90 days.
9. **Prices are to be quoted only in Indian Rupees.**
10. The decision of Price Evaluation Committee constituted by the Institute regarding approval of rates will be final and binding.
11. The rates should be quoted showing the prices total / pack price and taxes separately.
12. **The Tenderer will quote firm rates. No variation shall be allowed during the validity of rates.**
13. The quoted rates of items shall be same or lower as being supplied to other Departments / Institution / Organization / Hospitals. If it is found that these items are being supplied elsewhere on lower rates, difference shall be deducted from the bills and other necessary action as deemed fit shall also be taken against the Tenderer.
14. After the opening of Tenders there will be no correspondence between the firm and Institute till the tenders are finalized.
15. The rates quoted should be certified as the lowest quoted for any Govt. Department, in Delhi. If the price of any item is reduced due to any reasons during the validity of tender, the Tenderer will intimate the Maulana Azad Institute of Dental Sciences of reduced rates immediately and will charge reduced rates instead of rates instead of rates quoted / agreed.
16. THE DIRECTOR-PRINCIPAL, MAULANA AZAD INSTITUTE OF DENTAL SCIENCES, NEW DELHI HAS THE FULL AND EXCLUSIVE RIGHT TO ACCEPT OR REJECT ANY OR ALL THE TENDERS AND ALSO TO CANCEL THE SUPPLY ORDER AT ANY TIME WITHOUT ASSIGNING ANY REASON.

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## Annexure-I

### Information shall be provided by the Tenderers alongwith the Tenders as follows:-

1. Name of the Proprietor / Authorized Signatory :
2. Name of the Participating Firm / Company :
3. Postal Address :
4. Email address :
5. Telephone nos. :
6. FAX no. :
7. Mobile no of Authorized Signatory :
8. PAN number of the Firm / authorized signatory :
9. VAT Registration Number/Service Tax Registration Number :
10. Bank Account details for ECS payment
  - a) Beneficiary Name :
  - b) Bank name & Branch Address :
  - c) Account number :
  - d) IFSC :

**UNDER TAKING (To be executed on Rs.10/- Stamp Paper)**

To

The Director-Principal,  
Maulana Azad Institute of Dental Sciences,  
New Delhi-110 002

Sir,

1. The undersigned certify that I/we have gone through the terms and conditions mentioned in the Tender Form and undertake to fully comply with them. I have no objection to any of the condition of the tender document. I undertake not to submit any complaint/representation against the tender document after expiry of submission date and time of the tender. The rates quoted by me/us are valid and binding on me/us for acceptance for the period ending 31st December 2013.
2. I/We undersigned hereby bind myself /ourselves to Director-Principal, MAIDS to supply the various Hand Piece Cartridges for Maulana Azad Institute of Dental Sciences, New Delhi, or on behalf of the President of India during the period under contract as per rates quoted by us and negotiated / finalised by the MAIDS.
3. The Cartridges to be supplied shall be original and as per the requirement of the Institution. The decision of the Director-Principal, Maulana Azad Institute of Dental Sciences, New Delhi (Hereinafter called the Purchaser) as regard to the quality shall be final and binding on me/us.
4. Bid Security deposited by me in the form of FDR/Bank Guarantee in the name of the Director-Principal, New Delhi has been deposited in Purchase Branch of MAIDS and shall remain in the custody of the Director-Principal till the validity period of the Tender.
5. I/We shall forfeit to the Director-Principal, MAIDS the Security money in case of any delay occurs on my part or I or my agent fails to supply the articles of the desired specifications within the specified period of supply of goods.
6. In case of the Purchase of the articles, approved in my favour for the supply, are purchased from any other source due to delay or non-supply, the extra amount paid may be deducted from the Security submitted by me.
7. Should the Director-Principal deem it necessary to change any cartridges on being found of inferior quality or defective, it shall be replaced by me free of cost in time to prevent inconvenience.
8. The conditions contained herein shall form part of the agreement.

9. If I/We fail to supply the stores in stipulated period the hospital has full power to compound or forfeit the Security Money.
10. I/We declare that no legal/financial irregularities/cases are pending against the proprietor/partner of the tendering firm or manufacturer.
11. I/We undertake that the rates quoted by us when approved and selected by the Director-Principal, Maulana Azad Institute of Dental Sciences, New Delhi-2 will be valid for the asked period I undertake to supply the equipment / stores within 15 days. I undertake to supply the ordered goods within stipulated period and if I fail to supply order during the stipulated period, the necessary action can be taken by the Director-Principal, Maulana Azad Institute of Dental Sciences, New Delhi as per Terms & Conditions of Tender Document.
12. I/we undertake that if the rates of any Cartridges are lowered due to any reason, I will charge the lower rates.
13. I/we undertake that the quoted rates are the same on lower as with the other Govt. Institution in Delhi as well as in India.

**Affirmation**

I/we pledge and solemnly affirm that the information submitted in tender documents are true to the best of my/our knowledge and belief. I/we further pledge and solemnly affirm that nothing has been concealed by me/us and if anything comes to the notice of purchaser during the validity of tender period, Director-Principal Maulana Azad Institute of Dental Sciences will have full authority as he deems fit, which may amount to rejection of tender without assigning any reason and forfeiting the Bid Money.

**Signature**

**(Name of Tenderer)**

**Seal of the Firm.....**  
**Mobile No.....**  
**PAN No.....**  
**e-mail .....**

**Place.....**

**Date.....**

**AFFIDAVIT ON CRIMINAL LIABILITY**

**CRIMINAL LIABILITY UNDERTAKING ON RS. 10/- Stamp Paper**

I .....S/o Sh .....  
Resident of (Address).....  
do solemnly pledge and affirm :-

1. That I am the proprietor/Partner/Director of the M/s.....
2. That no case of any nature i.e. CBI, Criminal/Income Tax/ Sales Tax/ Blacklisting is pending against the firm at the time of submission of Tender.

**Signature of the Tenderer/Manufacturer  
Rubber Stamp of Tenderer**

**Mobile No.....  
PAN No.....  
e-mail .....**

**Annexure -IV**

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Technical specification of required Hand Piece Cartridge.

Tender Sl. No.	Name of item	Specification
1	Hand Piece Cartridge	BIEN. AIR (BORA) Air rotor Handpiece. (Swiss made)
2	Hand Piece Cartridge	PANA AIR – NSK Air rotor Hand Piece (Made in Japan)

**Name: -** \_\_\_\_\_

**Address:-** \_\_\_\_\_

**Mobile No:-** \_\_\_\_\_

**E-Mail:-** \_\_\_\_\_



**Annexure -V**

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Price Bid for Hand Piece Cartridge.

Tender Sl. No.	Name of item	Unit	Price in Rupees without Tax	Tax in perentage
1	Hand Piece Cartridge	Per unit		

**Name: -** \_\_\_\_\_  
**Address:-** \_\_\_\_\_  
**Mobile No:-** \_\_\_\_\_  
**E-Mail:-** \_\_\_\_\_