

[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 e-Tender (Online Tender) for entering into Rate Contract for Purchase of Non-Consumable and Consumable and Surgical Consumable Items.**

**e-Tender ID: 2013 MAIDS 31178 1**

e-Tenders are invited for procurement of items required in MAIDS under **Four** Bid Systems. Detailed Programme alongwith Terms & Conditions is as under: -

- |    |  |   |   |
|----|--|---|---|
| 1) | Validity of Rate Contract                                  | : | upto 30 <sup>th</sup> June 2014.          |
| 2) | Date of release of e-Tender through E-procurement solution | : | 25 <sup>th</sup> March 2013               |
| 3) | Uploading of the e-Tenders                                 | : | 25 <sup>th</sup> March 2013 at 05.00 P.M. |
| 4) | Opening of EMD/Pre-qualification Bids                      | : | 15 <sup>th</sup> April 2013 at 12.30 Noon |
| 5) | Opening of Technical Bids                                  | : | 15 <sup>th</sup> April 2013 at 01:00 P.M. |
| 5) | Date of opening of online Price Bids                       | : | To be intimated later on.                 |
| 6) | Submission of EMD in Physical Form                         | : | 15 <sup>th</sup> April 2013 on 11.30 A.M. |

**EMD of Rs.15,000/- valid for Six months from the date of Opening of Tenders is required to be deposited in the form of FDR / Bank Guarantee in the name of Director-Principal, MAIDS, upto 11:30 A.M. 15<sup>th</sup> April 2013.**

**IN CASE ANY CLARIFICATIONS PERTAINING TO THIS E-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 ON PHONE NOS. 011-23233884 EXTN. 1053/1054 OR MOBILE NO. 9654700986.**

**Four Bid Tender Systems is to be followed as under:-**

**A. Fees:**

Submission of EMD of Rs.15,000/- in Physical Form in the Office of the Director – Principal, MAIDS, Room no. 08, Ground floor valid for six month from the date of opening of Tender in Room No. 08, Ground Floor, MAIDS.

## **B. Pre-Qualification Bid:-**

### **Essential documents to be submitted online:-**

- 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 with Govt. of Delhi.
- e) Payment of purchased items shall be made through ECS. To facilitate this the 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.

**In absence of any of these documents & EMD the Tender will be rejected outright. Serial No. of submitted documents should be in sequence as mentioned above. Physical copies of these documents may also be submitted in the Purchase Branch, Room No. 08, MAIDS Building by 11:30 A.M. on 15<sup>th</sup> April 2013.**

**TECHNICAL BIDS OF ONLY THOSE TENDERERS SHALL BE OPENED WHOSE ABOVE DOCUMENTS ARE FOUND TO BE IN ORDER.**

## **C. Technical Bid:**

**Details of the various items shall be submitted in Annexure -IV Format.**

1. Samples/Catalogue/Technical literature will be accepted in MAIDS till closing date and time of receipt of the tenders in our Store.
2. Sample / Literature / Brochure should be of the same item as quoted in Tender.
3. The tender will be decided on the basis of best quality of items quoted as per tender specifications. **Samples / Catalogue / Literature alongwith the list of sample catalogues shall be deposited with the Store Keeper in our premises. They should be numbered properly & placed in serial order.**

4. Demonstrations of the quoted equipments shall be made at our premises as & when asked for by MAIDS Authorities.
5. The Samples / Literature / Brochures for the Tendered items should be submitted. The name of the Company should also be pasted on it, otherwise the Samples / Literature will not be considered.

**D. Price Bid:-**

**Rates of the various items shall be submitted in Annexure –V Format only On-Line.**

**Price Bids of only those Tenderes and items shall be opened which meet our Technical specifications in Technical Bid Evaluation.**

**Prices shall be quoted for per unit.**

**Date & time of opening of Price Bids shall be intimated later on.**

**General Terms & Conditions:-**

1. The Tenderer has to quote for all the items of the Tender. Prices shall be given separately for each item.
2. The Quotations will be filed online only in prescribed format given in e-procurement Tender document in Annexure-V.
3. The supplies of the stores/articles 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 in Indian Currency only.
4. **The validity of the Rate Contract will be upto 30<sup>th</sup> June 2014.** The Tenderer is bound to supply the stores during the validity of quotation at the approved rates.
5. Only those items should be quoted which can be supplied by the firm within the period stipulated in the supply orders which normally is 35 days from date of issue Order for Indian Items. For imported items, time is 35 days for readily available and 90 days if the goods are imported specially for MAIDS after issue of Purchase Order. Proof in this regard is to be submitted.
6. Penalty of 1% of the value of order per week or part 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 supply, 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 goods. No payment shall be made for Part Supply.**

7. The specifications of items quoted by the firm should conform to the specifications quoted in Tender document. Where the Tenderer feels that these specifications are not fully detailed or differ otherwise, the exact specifications of every item offered/quoted should be given. **Literature / Samples / Catalogue / Leaflets for illustration purpose should be sent indicating the item quoted.**

**Tenders submitted without Samples / Leaflets / Catalogue / Literature may not be considered. The offered rates of the quoted items may not be considered for approval even if they are lowest, if samples / Literature are not submitted.**

**Literature / Catalogue Sample may be deposited with the Store Keepers, till closing date & time of the receipt of Tenders.**

8. **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.**
9. The full guaranty/warranty period shall be five years from the date of installation of the equipment for all items costing Rs.3.00 lac of more.

If maintenance/repair is required; same shall be attended to/done within 48 hours of complaint. Otherwise, penalty @ 1% per week shall be deducted from Security amount.

10. 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 period plus two months which is detailed below:-

i) For items costing upto Rs. 1.00 lac	-	One year	} <b>From the date of installation</b>
ii) For items costing upto Rs. 1.00-2.00 lac	-	Two year	
iii) For items costing upto Rs. 2.00-3.00 lac	-	Three year	
iv) For items costing Rs. 3.00 lac of more	-	Five year	

11. **Prices are to be quoted only in Indian Rupees. Equipments shall be delivered at MAIDS premises.**
12. The decision of Technical Committee / Price Evaluation Committee constituted by the Institute regarding approval of rates and samples of different categories of items will be final and binding.
13. The rates should be quoted showing per piece total / pack price and taxes separately.

14. **The Tenderer will quote firm rates. No variation shall be allowed during the validity of rates.**
15. The quoted rates of items shall be same or lower as being supplied to other Institution / Organization / Hospitals. If it is found that these items are being supplied elsewhere on lower rates, difference shall be recovered from the bills and other necessary action as deemed fit shall also be taken against the Tenderer.
16. **After the opening of Tenders there will be no correspondence between the firm and Institute till the tenders are finalized.**
17. Letter of authorized dealership may be submitted from the O.E.M. In groups/items where it has been asked in the Tender.
18. The rates quoted should be certified as the lowest quoted for any Govt. or private Hospital/College in India. 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 quoted / agreed.
19. In case the Tenderer is sole distributor or selling agent of a particular item, he should submit an Authority letter in support of the same from the actual manufacturer concerned.
20. **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 :
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 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 **30<sup>th</sup> June 2014.**
2. I/We undersigned hereby bind myself /ourselves to Director-Principal, MAIDS to supply the various items 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 articles to be supplied shall be of the best quality and kind 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 and kind of article 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 upto its validity period if Tender is accepted.
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 article 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 35 days for Indian make and within 90 days for imported items. If imported after the receipt of our Purchase Order, Proof that items have been imported after receipt of our Purchase Order shall be given. 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 items are lowered due to any reason, I will charge the lower rates.
13. I/We undertake that the items supplied shall be as per sample/catalogue/technical literature description approved by the MAIDS.
14. I/We undertake that the quoted rates are the same on lower as with the other Govt. Institutions 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 .....**

## Items List of Non-Consumable and Consumable and Surgical Consumable Items

Sl. No.	Item name and Description	Item Units	Approx. Qty. Reqd.
1	Acrylizer/Polymerising unit Capacity 15-20 Flasks. (Specification Attach)	per unit	01
2	Acrylizer/Polymerising unit Capacity – 6-9 flasks (Specification Attach)	per unit	01
3	Dewaxing unit (Specification Attach)	per unit	01
4	Bandages – Cotton Rolled 6.0cm X 4m (One Dozen)	per Pkt.	30
5	Surgeon's blade- Single use Size 11	per unit	
6	Surgeon's blade – Single use Size 12	per unit	
7	Surgeon's blade- Single use Size 15	per unit	4000
8	Surgeon's blade- Single use Size 21	per unit	400
9	Surgeon's blade- Single use Size 24	per unit	200
10	Hypodermic Needle G-16	per unit	1000
11	Black Braided Silk Suture 3-0 with 3/8 circle cutting 16mm. Needle (Pack of 12)	per Pkt.	400
12	Centrifuge Tube (made of borosilicate) with rims 10mm	per unit	20
13	Lint Cloth 500gm	per unit	100
14	Surgeon's mask	per unit	30000
15	Oxidised regenerated cellulose Bacteriocidal sterile absorbable Haemostat 1" x 2"	per unit	40
16	Oxidised regenerated cellulose Bacteriocidal sterile absorbable Haemostat 2" x 4"	per unit	64
17	Sterile Evacuated Blood collection Tube (GLASS) with K2/K3 EDTA for hematology estimation Tube size 13mm x 75mm with 5ml draw volume	per unit	350
18	Cotton Wool 500gm	per unit	
19	Hand Piece Cartridge Bora, Bien Air (Swiss made) Push Button	per unit	10
20	Hand Piece Cartridge Black Pearl Eco, Biel Air (Swiss made) Push Button	per unit	10
21	Sterile Hypodermic Needle – Single use 26/27gauge long (32mm)	per unit	

# Specification of Acrylizer, Dewaxing Unit and Protective lead Screen

## 1. Polymerizing Unit / Acrylizer

- i) Capacity 15-20 Flasks.
- ii) Complete stainless steel body of good quality.
- iii) Preset programme.
- iv) Equipped with a process to change the programme.
- v) Warning buzzer at completion of the programme.
- vi) Programmed – if power fails data should be stored and continue the programme when power returns.
- vii) Duration of each controlled temperature increase gradient in hours and minutes from 0.00 to 99 (approx..)
- viii) C. E. Certification.

## 2. Polymerizing Unit / Acrylizer:

- i) Capacity – 6-9 flasks.
- ii) Complete stainless steel body of good quality.
- iii) Preset programme.
- iv) Equipped with a process to change the programme.
- v) Warning buzzer at completion of the programme.
- vi) Programmed – if power fails data should be stored and continue the programme when power returns.
- vii) Duration of each controlled temperature increase gradient in hours and minutes from 0.00 to 99 (approx..)
- viii) C. E. Certification.

## 3. Dewaxing Unit:

- i) Stainless steel Body.
- ii) Preset programme for Washing & Shower.
- iii) Duration of each controlled temperature increase gradient in hours and minutes from 0.00 to 99 (approx..)
- iv) C. E. Certification.

## 4. Protective lead Screen

- i) Three Panel; Centre panel with two wings.
- ii) Foldable Mobile screens mounted on sturdy powder chip resistant legs; large free running castors with locking and anti-static features.
- iii) High protection, compact design, easy handling.
- iv) Size: 6X3 ft.
- v) Lead glass: Size 8" X 10"; thickness 1.5mm; fitted in the middle panel of the device.

**Annexure-IV**

**Technical Bid Format**

<b>Tender Inviting Authority: Director- Principal, Maulana Azad Institute of Dental Sciences, New Delhi</b>						
<b>Name of Work: Purchase of Non-Consumable and Consumable and Surgical Consumable Items</b>						
<b>Contract No. F. 6(1)/13-MAIDS/Purchase/ Tender Id: 2013_MAIDS_</b>						
<b>Bidder Name:</b>						
			<b>Technical details to be submitted by bidder</b>			
<b>Sl. No.</b>	<b>Item name and Description</b>	<b>Item Unit</b>	<b>Make/ Model</b>	<b>Indian or Imported</b>	<b>Pack Size (Details of accessories/ contents)</b>	<b>Whether sample or literature submitted (Yes / No)</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
1.	List Attach					
2.						
3.						

**MAULANA AZAD INSTITUTE OF DENTAL SCIENCES  
(AN AUTONOMOUS BODY UNDER GOVT. OF NCT OF DELHI)  
MAMC COMPLEX, NEW DELHI- 110002.  
Purchase Branch**

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**TENDER FOR SUPPLY OF Non-Consumable and Consumable and Surgical Consumable Items**

**PRICE BID FORMAT  
To be submitted online only**

**PRICES SHALL REMAIN VALID UPTO 30<sup>th</sup> June 2014**

Name of the Company:-

Tender Inviting Authority: Director Principal, MAIDS					
Name of Work: Purchase of Non-Consumable and Consumable and Surgical Consumable Items					
Contract No. F.No.6(3)13-MAIDS/Pur./			Tender Id: 2013_MAIDS_33425_1		
Bidder Name :					
<b>SCHEDULE OF WORKS</b>					
Sl. No.	Description of work	Unit	RATE In <b>Figures</b> To be entered by the <b>Bidder</b> ( For Single Unit Only ) Rs.		AMOUNT Rs.
			<b>Figures</b>	<b>Words</b>	
1	List Attach	Per Unit	<b>0.00</b>	Rupees only	0.00
2		Per Unit	<b>0.00</b>	Rupees only	0.00
3		Per Unit	<b>0.00</b>	Rupees only	0.00
<b>Total in Figures</b>					<b>0.00</b>
<b>Total in Words</b>					<b>Rupees only</b>

Name(s) & Signature of the Tenderer (s) with date & place

Mobile No.....

PAN No.....

e-mail .....

Note :-

1. Rates shall be quoted without Taxes.
  2. L1 shall be determined on the basis of quoted unit Rate without taxes.
- Comparative statement generated showing Rate with tax / rate without tax will be unit rate without tax only.