

***TERMS & CONDITIONS & SPECIFICATION FOR
SUPPLY OF Bedding Clothing FOR MCH***

Name of the District / Health Institution: **DHH, Sundargarh**
(HEALTH & F.W. DEPTT., GOVT. OF ORISSA)

Tel: (06622)273790 /

Tender No. - 3692/DPMU/2018-19

**TENDER DOCUMENT FOR SUPPLY
OF BCL FOR MCH**

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH
OFFICER, SUNDARGARH**



SECTION –I: INSTRUCTION TO BIDDERS:

1. SALE OF TENDER / BID DOCUMENT:

The Bidders have to download the Tender Documents directly from the website: www.sundargarh.nic.in. The Tender cost fee of Rs.1,000/-(one thousand) (Non-refundable) by way Demand Draft drawn in favour of ZSS (NRHM), Additionality, Sundargarh should be enclosed along with the Technical Bid. The Tender cost fee and the EMD amount should be submitted separately in shape of demand drafts in the technical bid. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website or the office before last date of purchase of tender document and the CDM&PHO shall have no responsibility for any delay / omission on part of the bidder.

2. DATE OF AVAILABILITY OF BID DOCUMENT IN WEBSITE:
From **13.07.2018** :
3. LAST DATE & TIME OF AVAILABILITY OF BID DOCUMENTS (In website):
02.08.2018
4. LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : **02.08.2018, 5 PM**
5. DATE & TIME OF OPENING OF COVER-A (Technical Bid) : **03.08.2018, 11.30 AM**
6. DATE OF OPENING OF COVER-B (Price Bid) :
will be intimated to technically qualified bidder.
7. PLACE OF OPENING OF BID DOCUMENTS / ADDRESS FOR COMMUNICATION / RECEIPT OF BID DOCUMENTS:
Chief District Medical & Public Health Officer,
At/P.O Sundargarh, Dist.: Sundargarh -770001
8. PURCHASER& INDENTER: CDM & PHO,Sundargarh
9. CONSIGNEE: District Headquarter Hospital, Sundargarh
10. DELIVERY: Door Delivery & within 45 days from issue of the work order

The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.

SECTION -2

2. TERMS & CONDITIONS OF TENDER

2.1 Eligibility Criteria:

A. Manufacturing units / Importers are eligible to participate in the tender provided, they have

- (i) Valid manufacturing license / Import License.
- (ii) Valid ISO certificate.
- (iii) Tenderer (Manufacturer/Importer) should have proof of supply of 10 nos or more of the quoted items (any) (s) to any Govt. organization / Corporate Hospitals / PSU Hospitals / UN Agencies.(have to submit work orders only)
- (iv) Proof of annual average turnover (Manufacturers) of Rs.1 Crore or more in the last three (3) financial years (2015-16 , 2016-17 & 2017-18)
- (v) Manufacturing unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization for the quoted item is not eligible to participate in the tender during the period of blacklisting.
- (vi) GST Registration Certificate

B. Authorized distributors on behalf of the manufacturer are eligible to participate in the tender provided they have fulfilled the following condition:

- (i) submitted manufacturer's authorization and power of attorney to transact business on behalf of the manufacturer as per the format at **Annexure – V only**. The authorized distributor may raise bill, if specially authorized by the manufacturer.
- (ii) Proof of Annual average turnover of the firm/agencies/distributors of Rs. 20 lakh or more in the last three (3) financial years/assessment year (2015-16, 2016-17 & 2017-18).
- (iii) The authorized distributor will have to submit following documents of each manufacturer.
 - a. Copy of Valid manufacturing / Import license of each manufacturer.
 - b. Valid ISO certificate of each manufacturer.
 - c. Copy of GST regd. Certificate of each manufacturer.
- (iv) In case of Distributor supplying different products manufactured by different manufactures, then the authorized distributor has to submit authorization from each manufacturer as per annex:"V"
- (v) Should have 20 nos or more proof of supply of any products to Govt. Hospitals Only (Have to submit supply order copies of twenty or more).
- (vi) Copy of GST Registration certificate.
- (vii) Copy of PAN

2.2 Production of Samples: All technically qualified bidders have to submit samples as per specifications only. The sample of item to be submitted will be decided by the committee. The technically qualified bidders will be intimated about the date of submission of samples. If the sample submitted by the bidder fulfils all the requirements as mentioned in the technical specification, then only their financial bid will be opened.

2.3 All rate quoted should be type written, both in figure & word.

- 2.4 During tender evaluation process, all bidders & their representative have to behave professionally & any type of misconduct may lead to suitable action against the bidder as deemed fit.
- 2.5 The bidder or their authorized representative may remain present during the opening of technical & financial bid, if they show wish.
- 2.6 **EMD** : Bidder have to provide an amount of Rs. 33150/- as Earnest Money Deposit in the shape of demand Draft only in favour of ZSS (NRHM), Additionality, Sundargarh from any Nationalized Bank payable at Sundargarh .The local MSEs registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC & NSIC shall pay 25% of the Prescribed EMD while participating in the tenders.
- 2.7 The decision of the purchase committee will be final with regards to selection of bidders and any matter arises from time to time.

2.8 Submission of Tender:

a. Sealed tenders will be received by Dated 02.08.2018 up to 5 PM by the CDM&PHO, Sundargarh. Any tender received after the due date & time will be rejected / returned to the sender unopened. **The tenders will be received through Regd. Post / Speed Post only.**

b. The bidder(s) are to submit their tenders in **separate** sealed covered envelopes for **technical bid** and **Price bid** by super scribing **Cover "A" (Technical Bid) & Cover "B" (Price Bid)** and both the sealed covers should be put into a **third outer Cover**, which should be super scribed as "Tender for the supply of Bedding & Clothing to the Office of the CDM&PHO, Sundargarh, Odisha" & Tender Reference No. 3692 DPMU.

c. The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened by the District Committee in the office chamber of the CDM&PHO Sundargarh at 11.30 AM on dtd. **03.08.2018**. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders, subject to production of proof Authorization.

2.10 Documents needs to be submitted with the Technical BID (Cover A):

The following documents should be enclosed in Cover "A" (Technical Bid) by the bidder. All the photocopies are to be self attested.

- a. Checklist (as per **Annexure - I**) with detail of the documents needs to be enclosed in **Cover "A"** with page number. The document should be *serially arranged* as per **Annexure - I** and should be securely tied and bound.
- b. List of Item (s) Quoted by the bidder with name of the Make & Model of the item (s) (**Annexure - II**)
- c. Tender document fee of Rs.1, 000/- in shape of Demand Draft in the favour of ZSS, NRHM, Additionality , SNG.

- d. Earnest Money Deposit of **Rs. 33150/-** in shape of Demand Draft in the favour of ZSS, NRHM, Additionality, SNG.
- e. Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Orissa (**Annexure - III**).
- f. The declaration form in **Annexure - IV** duly signed by the bidder before Notary Public / Executive Magistrate.
- g. Manufacturer's Authorization Format in **Annexure -V** (In case the bidder is not the manufacturer)
- h. Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure - VI**) that the annual average turnover of the manufacturing firm is Rs. 1 Crore or more in the last 3 (three) financial years. Attach copy of audit report (P&L Account with balance sheet) with the turn over certificate.
- i. Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure - VI**) that the annual average turnover of the Distributor/agency/firm is Rs. 20 lakh or more in the last 3 (three) financial years. Attach copy of audit report (P&L Account with balance sheet) with the turn over certificate.
- j. Performance Statement of manufacturer/Importer (**Annexure - VII**) (**Item wise**) during the last two years towards proof of supply of 10 or more nos. of the quoted items (s) to any Govt. organization / Corporate Hospitals / PSU Hospitals / UN Agencies. The copy of Purchase orders should be attached.
- k. Should have 20 nos or more proof of supply of any products to Govt. Hospitals Only. Have to submit supply order copies of twenty or more (for authorized distributors only).
- l. Deviation/No Deviation Statement from Technical Specification & details of technical specification of the product (**Annexure-VIIIA & B**)
- m. Copy of Valid Manufacturing License of the manufacturer (s) / Import License by the Importer (also to be submitted by the authorized distributor from each manufacturer).
- n. Copy of Valid ISO certificate.
- o. Copy of PAN CARD of the bidders

- p. Copy of GST Registration certificate (both manufacturer & Distributor).
- q. The Original Tender Book with Conditions and the schedules signed by the tenderer at the bottom of each page with his official seal duly affixed.
- r. Other relevant documents/test reports etc as per the technical specification in Section IV.

2.11 COVER – B (PRICE BID)

Cover –B (Price Bid) of those bidders will be opened, only who qualifies in the Technical Bid evaluation & sample verification. The tender format (Price Schedule) in the prescribed form (as per **Annexure – IX**) must be submitted in Cover-B. The price of the item should be quoted inclusive of all charges like excise duty, insurance, packing, forwarding, freight (door delivery) etc. The GST and entry tax charges (if any) should be quoted in a separate column. The rate should be quoted for *each item* both in figures and words. **In case of difference in words and figures, words will be taken into consideration for evaluation.**

N.B: Valid means the certificate should be valid on or beyond the date of opening of tender (Cover-A).

2.12 The Cover “B” of tenderers who qualifies in their technical bid & sample verification as applicable, will only be opened (the date shall be intimated later) at the office chamber of the CDM&PHO, Sundargarh by the Purchase committee in the presence of the tenderers or their authorized representatives.

2.13 REJECTION OF TENDER

- i. The tender paper will be rejected, if any of the documents mentioned in clause no. **2.10**, from serial no. “a” to “r” as applicable are wanting / not submitted with the tender and if there is violation of any Terms & Conditions of the tender.
- ii. The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.
- iii. In this regard the decision of the purchase committee will be final.

2.14 EARNEST MONEY DEPOSIT

- i. The Earnest Money Deposit will be submitted in the shape of demand Draft only in favour of ZSS (NRHM), Additionality, Sundargarh from any Nationalized / Scheduled Bank payable at Sundargarh

- ii. The EMD of the unsuccessful bidders will be returned back without interest after placement of purchase order to the successful tenderer and EMD of successful tenderer will be returned after successful supply of items as per specification.
 - iii. The EMD will be forfeited if the tenderer withdraws the tender or doesn't sign the contract / doesn't supply the items (in case of successful bidder) within the stipulated time period and as per specification/ supplying not of standard Quality material.
- 2.15 Tenders should be typewritten or computerized and every correction in the tender should invariably be attested with signature by the tenderer with date before submission, failing which the tender will be ineligible for further consideration.
- 2.16 The rates quoted should be in **Indian Rupees only**. Rates quoted in any other currency will not be accepted.
- 2.17 The price quoted by the tenderers shall not be in any case, exceed the controlled price, if any, fixed by the Central / State Government / DGS&D and the Maximum Retail Price (MRP). The purchaser, at his discretion, will in such case, exercise the right of revising the price at any stage so as to conform to the controlled price or MRP as the case may be.
- 2.18 To ensure sustained supply without any interruption the tender inviting authority reserves the right to split orders for supplying the requirements among more than one tenderer if the lowest eligible bidder fails to supply in scheduled time and L₂ & L₃ firms agree to match the L₁ rate.
- 2.19 The rate quoted and accepted will be binding on the tenderer for a period of **one year** from the date of placement of purchase order and on no account any increase in the price will be entertained till the completion of this tender period.
- 2.20 No tenderer shall be allowed at any time on any ground whatsoever to claim revision of or modification in the rate quoted by him. Clerical error / typographical error, etc. committed by the tenderers in the tender forms shall not be considered after opening of tenders. Conditions such as “ **SUBJECT TO AVAILABILITY**” / “**SUPPLIES WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED**” etc., will not be considered under any

circumstance and the tenders of those who have given such conditions shall be treated as incomplete and for that reason, shall be rejected.

2.21 If any information or documents furnished by the tenderer with the tender papers are found to be misleading or incorrect at any stage the tender of the relevant items in the approved list shall be cancelled and steps will be taken to blacklist the said firm for five (5) years.

2.22 PACKAGING:

All the packaging should be primary (New). The supplier shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination. The packaging shall be sufficient to withstand without limitation, rough handling during transit and exposure to extreme temperature, salt and precipitation during transit and upon storage.

2.23 ACCEPTANCE OF TENDER AND SUPPLY CONDITIONS:

The CDM&PHO, Sundargarh, Odisha reserves the right to reject the tenders or to accept the tenders for the supply of the item tendered without assigning any reason thereof.

- b. The CDM&PHO, Sundargarh, will be at liberty to terminate the contract either wholly or in part without assigning any reasons thereof. The tenderers will not be entitled to any compensation whatsoever for such termination.
- c. The supply should be completed within 45 days from the date of issue of purchase order unless otherwise specified. If no supply is received even after 45 days or 73 days with liquidated damage from the date of issue of the purchase orders from the CDM&PHO, Sundargarh, such orders will stand cancelled automatically without further notice and other suitable action will be taken as deemed fit like forfeiture of the EMD and Security Deposit/ penalties etc..
- d. If the approved supplier fails to execute the supply within the stipulated time, the CDM&PHO, Sundargarh is empowered to purchase the same items from L₂ or L₃ tenderer if they agree to supply with the L₁ rate.
- e. The CDM&PHO, Sundargarh, Orissa or his authorised representative (s) has the right to inspect the factory of those company who have quoted for the tender,

before accepting the rate quoted by them or before releasing any purchase order (s) or at any point of time during the validity period of tender and has also the right to reject the tender or terminate / cancel the orders issued based on the facts brought out during such inspections.

2.24 EVALUATION:

- I. *The rates of the item quoted by the tenderer who qualify technically will be evaluated after taking the following points into consideration: -*
 - a) Rate quoted including all charges like excise duty / customs duty, transportation, insurance, packing & forwarding and GST.
 - b) The circulars issued by the Finance Department, Govt. of Orissa from time to time regarding tax matters shall be taken into account for evaluation and shall be binding on the bidders.

2.25 LIQUIDATED DAMAGE:

- a. The CDM&PHO may allow extension for a maximum period of 4 (four) weeks (28 days), after the stipulated date of supply (i.e. 45 days) with a penalty of 0.5% for each week (7 days) up to a maximum 2% on the value of the goods which will be deducted from the purchase order value as "Liquidated Damage",.
- b. If the supplier fails to complete the supply within the extended period, i.e. 73 days after being allowed by the CDM&PHO, no further purchase order will be placed to the firm for the said item and the concerned firm will be blacklisted for two (2) years from the date of issue of letter for the said item.

2.26 TERMS OF PAYMENT:

- a. Payments shall only be made after receiving the items in good condition with specified specification.
- b. No claims shall be made against the CDM&PHO, Sundargarh, Odisha in respect of interest on earnest money deposit or security deposit or any delayed payment or any other deposit.

2.27 PENALTIES:

- a. If the successful tenderer withdraws his tender after acceptance of his tender owing to any other reasons or unable to undertake the contract, his contract will be cancelled and the earnest money submitted by him along with his tender shall stands forfeited by the CDM&PHO, Sundargarh by reasons of such breach, such as failure to supply / delayed supply/Not of Standard Quality supply.
- b. Violating the tender terms and conditions & non supply / supply of Not of Standard Quality items will disqualify the firm to participate in the tender for a period of 2 (two) years from the date of issue of letter and his E.M.D will be forfeited and no further purchase order will be placed to that firm for that item.
- c. In the event of any dispute arising out of the tender, such disputes would be subject to the jurisdiction of the Civil Court Dist. Sundargarh or High Court of Orissa.

SECTION-III
SCHEDULE OF REQUIREMENTS

SL NO.	Name of the Item	Specification	Place of Supply	Delivery Time
1	Bed Sheets	As per theTender Specification in annexure:IV	District Head Quarter Hospital, Sundargarh	Supply Within 60 days from issue of Purchase Order
2	Bed Spreads			
3	Blanket Red & Blue			
4	Patna towels			
5	Table cloth			
6	Draw Sheet			
7	Doctor's over coat			
8	Hospital worker coat			
9	Patient house coat(for females)			
10	Paitents Pyjama for male shirt			
11	Pillows			
12	Pillow cover			
13	Abdominal sheets for OT			
14	Pereneal sheets for OT			
15	teggings			
16	Mats(nylon)			
17	Mackin tosh sheet(in meters)			
18	Mosquito net			
19	Coir Mattress			

SECTION –IV

TECHNICAL SPECIFICATIONS OF INSTRUMENTS/EQUIPMENTS etc.

Specifications (BCL)

BEDDING & CLOTHING (Specification)

1. COIR MATTRESS

Made from Rebounded Flexi-PUF, Printed polycot fabric quilted with soft Flexi PUF on both sides, Size 72 "L x 36" W x 4" Thickness, warranty: 2 year

2. BED SHEETS

Size 60" (W) x 92" (L), Material: 100% Cotton, Color: sky blue, both side stitching, Test report from Govt. or NAB accredited Lab confirming to IS175:1989(should be enclosed with the technical BID)

3. BED Spreads

Size 60" (W) x 92" (L), Material: cotton, Shrinkage proof

4. PILLOW

Size 16" x Length: 26", Material: synthetic wool

5. PILLOW COVER

Size 16" x Length: 26", Material: 100% Cotton, Color: White & sky blue color.

6. MOSQUITO NET

Single Bed, Size: Rectangular, L: 180 CM x W: 100 CM x H: 150 CM Material: 100% polyester, durable, strong & non-flammable.

7. BLANKETS (RED Colour)

Length: 7' x Width 5', Machine washable, Outer Material- 5% Wool & 15% Nylon, all side zig-zag stitching with velvet border.

8. BLANKET (Blue Colour)

Length: 7' x Width 5', Machine washable, Outer Material-5% Wool & 15% Nylon, all side zig-zag stitching with velvet border.

9. PATNA TOWEL: - Color: Green, Size: 40"X25" (approximately)

10. Mat (nylon): Size: Length: 56" x Width: 22", Material: Nylon

11. Draw Sheet: Length: 1.65 mtrs, breadth: 89 cm, cotton, White bleached, soft texture

12. Mackintosh sheet: material: rubber & polymer, autoclavable, thickness: 2mm, width: 90 cm, Rate should be quoted in meters.

13. Perineal sheet for OT:

Material: pure cotton, Size: 60" x 80", Color: Sky Blue or Green

14. Abdominal sheet:

Colour : Green, Fabric: Cotton , Size: 84" x 72"

15. Table Cloth: Size: 48" x 48"

16. Doctor's Over Coat:

Fabric: Cotton, Unisex, color: white, size: XL/L/M, Half Sleeves

17. Hospital worker Coat

Fabric: Cotton, Unisex, Sleeves Type: Half Sleeves, size: XL/L/M, Color: sky blue

18. Patient House Coat (for females):

Fabric: Cotton, Sleeves Type: Half Sleeves, size: XL/L/M, Color: Light Green

19. Patient pyjama for male:

Fabric: Cotton, color: light Blue, Size: XL/L/M

SECTION –V (ANNEXURES) (Technical Bid, Price Bid, Agreement, Undertaking for CMC)

ANNEXURE –I (Refer Clause No. 2.10.a) CHECK LIST

(To be submitted in Cover A Technical Bid)

Note : The documents has to be arranged serially as per the order mentioned in the check list

Please put ✓ in the respective box

COVER – A (TECHNICAL BID)	DOCUMENTS: SUBMITTED OR NOT		
1. List of Item (s) – Annexure II	Page No.	Yes	No
2. Tender document Fee(Rs.1000/-)	Page No.	Yes	No
3. Earnest Money Deposit (Rs 33150/-)	Page No.	Yes	No
4. Details of Manufacturing Unit / contract person Liaisoning agent / servicing centre (Annexure III)	Page No.	Yes	No
5. Declaration form (Annexure -IV) signed by the Tenderer & affidavit before Notary Public / Executive Magistrate	Page No.	Yes	No
6. Authorization from Manufacturer (Annexure – V)	Page No.	Yes	No
7. Proof of avg. Annual turnover of Rs. 1 Crore or more for preceding 3 financial years (Annexure - VI) (Enclose Audit report)	Page No.	Yes	No.
8. Proof of avg. Annual turnover of Rs. 20 lakh or more for preceding 3 financial years for authorize Distributors only (Annexure - VI)	Page No.	Yes	No

(Enclose Audit report)

- | | | | | | | |
|---|----------|--|-----|--|-----|--|
| 9. Performance Statement (manufacturer) during the last two year (Annexure -VII) | Page No. | | Yes | | No | |
| 10. Copies of Purchase order (Item wise) in support of the performance statement | Page No. | | Yes | | No | |
| 11. Proof of supply of 20 nos. or more of any product to any Govt. Hospital Only (applicable for Distributor only).
Attach order copies. | Page No. | | Yes | | No | |
| 12. Deviation/No deviation Statement (Item wise) & details of technical specification (Annexure -VIII A & B) | Page No. | | Yes | | No | |
| 13. Copy of Manufacturing License / import license | Page No. | | Yes | | No | |
| 14. Copy of Valid ISO Certificate | Page No. | | Yes | | No | |
| 15. Photocopy of PAN | Page No. | | Yes | | No | |
| 16. Photocopy of GST Regd. certificate of manufacturer. | Page No. | | Yes | | No | |
| 17. Photocopy of GST Regd. certificate Of Distributor | Page No. | | Yes | | No | |
| 18. Copy of original Tender docs (all pages and schedules, duly signed by the Tenderer) | Page No. | | Yes | | No. | |
| 19. Other relevant documents/test reports etc as per the technical specification in Section IV | Page No. | | Yes | | No. | |

ANNEXURE – III

(Refer Clause No. 2.10.e)

(To be submitted in *Cover A -Technical Bid*)

DETAILS OF THE TENDERER & LOCAL CONTACT PERSON

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Local Contact Person / Branch Office / Zonal Office / Service Centre if any, in Orissa.
Name & Full Address		
Telephone Nos., landline		
Mobile		
Fax		
E – Mail		
Manufacturing License Nos. & Date	Copy of manufacturing licence of Manufacturer)	

**Signature of the Tenderer :
with seal**

Date :

ANNEXURE – IV

(Refer Clause No. 2.10.f)

(To be submitted in *Cover A -Technical Bid*)

DECLARATION FORM

I / Wehaving My
/ ouroffice
at.....do declare that I / We have
carefully read all the terms & conditions of tender of the _____, Orissa for the
supply of Bedding & Clothing. The approved rate will remain valid for a period of one year
from the date of approval. I will abide with **all the terms & conditions** set forth in the **Tender
Reference no.** _____

I/We do hereby declare I/We have not been de-recognised / black listed by any State
Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for
supply of Not of Standard Quality (NSQ) items / non-supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit
and or Security Deposit and blacklist me/us for a period of 5 years if, any information furnished
by us proved to be false at the time of inspection / verification and not complying with the
Tender terms & conditions.

I / We do
hereby declare that I / we will supply the quoted items as per the terms, conditions &
specifications of the tender document.

Signature of the bidder :

Seal

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public

ANNEXURE – V

(Refer Clause No. 2.10.g)

(To be submitted in *Cover A -Technical Bid*)

MANUFACTURER'S AUTHORISATION FORMAT

To

The CDM&PHO, Sundargarh
Deptt. of Health & Family Welfare
Govt. of Orissa.

Ref: Tender No. _____ Dated _____

Dear Sir,

We, _____ are the manufacturers of _____
_____ (name of equipment(s) having factories at _____
_____.

1. Messrs _____ (name and address of the agent) is our authorized agent for sale and service of _____ (name of Item(s))
2. We confirm that Messrs. _____ (name of the above agent) is authorized to submit a tender, and enter into a contract with for the above goods manufactured by us.
3. We also extend our full guarantee / warranty and also full back-up support for AMC/CMC as required by the purchaser.

Yours faithfully,

(Signature with date, name and designation)

(Name & address of the manufacturers)

Seal

Note :

1. This letter should be on the *letterhead* of the *manufacturer* and should be signed by a person having the power of attorney to legally bind the manufacturer.
2. Original letter shall be attached to the technical bid.

ANNEXURE – VI (Refer Clause No. 2.10.h & i)
(To be submitted in **Cover A -Technical Bid**)

(To be furnished in the letter head of the Auditor)

ANNUAL TURN OVER STATEMENT

The Annual Turnover of M/s _____
_____ (Manufacturer/Distributor) for the last 3 years are given
below and certified that the statement is true and correct.

Sl.No.	Year	Turnover in Crores (Rs.)
1.	2015-16	
2.	2016-17	
3.	2017-18	

Average Annual Turnover (for the above three years) (in Rs.) _____

Date:
Place:

Signature of Auditor/
Chartered Accountant
(Name in Capital)

Seal

Membership No.-

Registration No. of Firm

Note:

- To be issued in the letter head of the Auditor.*
- Separate certificates should be furnished for different manufacturer in case the bidder is quoting products of different manufacturers.*

(To be submitted in *Cover A - Technical Bid*)
Annexure VII (Refer Clause no. 2.10.j)
PROFORMA FOR PERFORMANCE STATEMENT
 (For the period of last **two years**)

Tender Reference No. :

Name of Tenderer :

Name of Manufacturer :

Name of the Item

(s) :

Sl.	Order placed by (Name of Purchaser) (attach documentary proof)*	Telephone No. with address of the purchaser	Item Name	Qty	Value of Contract (Rs.)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Signature and seal of the Tenderer

* The documentary proof will be **copies of the purchase order** (during the last 2 years).

(To be submitted in *Cover A -Technical Bid*)
Annexure VIII A (Refer Clause No. 2.10.1)

STATEMENT REGARDING DEVIATIONS FROM TECHNICAL SPECIFICATIONS (IF ANY)

Following are the Technical deviations and variations from the purchaser's Technical Specifications.

Sl. No.	Item Name	Clause of Technical Specification	Statement of Deviations / Variations if any
1			
2			
..			
..			
..			

In case there is no deviation from technical specification, Pl. Mention *No Deviation*.

Signature of the Bidder

Name :

Date :

Place :

Seal

(To be submitted in *Cover A -Technical Bid*)
Annexure VIII B (Refer Clause No.2.10.1)

DETAILS OF TECHNICAL SPECIFICATION OF THE PRODUCT OFFERED BY THE BIDDER

Sl. No.	Item Name	Manufacturer Name	Make/Model	Detail Specification of the product offered* (Pl. Describe the detail specification of the product offered)
1				
2				
..				
..				
..				

Signature of the Bidder

Name :

Date :

Place :

Seal

To be submitted in Cover B – Price Bid

ANNEXURE-IX

(Refer Clause No. 2.11)

MODEL TENDER FORMAT (PRICE SCHEDULE)

Name of the Item (s) (Items mentioned in the schedule of requirement)	Make & Model	Unit Price which includes excise duty / customs duty, packing, insurance, forwarding / transportation (door delivery) & excludes GST		GST (Mention the % of tax & its value in Rs.)
		Cost in Rs. (both in words & figures)		
1	2	3	4	

Price of each item (s) quoted should be mentioned separately by creating separate rows for each item

Date :
Place :

Signature of the Bidder:

Name

Seal

1. Rates should be quoted both in figures & words for each item and if there is any discrepancy, the quoted rates in words will be taken for evaluation.