



सत्यमेव जयते

श्रमदीप सिन्हा, भा रा से

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उप निदेशक (प्रशासन)/Deputy Director (Admin.)

भारत सरकार /Government of India

स्वास्थ्य और परिवार कल्याण मंत्रालय /Ministry of Health and Family Welfare

प्रधान मंत्री स्वास्थ्य सुरक्षा योजना /PMSSY

अखिल भारतीय आयुर्विज्ञान संस्थान/ All India Institute of Medical Sciences

मंगलगिरि, आंध्र प्रदेश/ Mangalagiri, Andhra Pradesh

www.aiimsmangalagiri.edu.in

F No/AIIMS-MG/Admin/TenderBid/06/2018-19/12

08/08/2018

Open Invitation for Registration of Vendors for supply of various products in AIIMS, Mangalagiri, Andhra Pradesh

1. This is an OPEN INVITATION to vendors in India/ channel partners located in India/ suppliers/ agents based in India (herein after called Vendors) for registration with AIIMS, Mangalagiri as '**registered vendors**' for short notice tenders/procurement orders/ purchase orders/ petty work orders/ Supply, Installation, Testing, Commissioning projects, etc. of the items in their line of work.
2. AIIMS, Mangalagiri invites expression of interest from reputed vendors in and around Vijayawda who are interested in being registered with AIIMS, Mangalagiri for an initial period of two years, extendable by further notice, for procurement of various office-items, medical college items, consumables for laboratories, equipment for laboratories, stationary items, computer and printer consumables, etc on a registration-fee of Rs. 500/- (non-refundable) and security deposit (refundable) as mentioned against each category in the chart below.
3. Essential conditions (General):
 - a. The Vendor should have a Permanent Account Number and has been filing Returns of Income from atleast FY 2016-17 (AY 2017-18 onwards).
 - b. The Vendor should be registered/ provisionally registered with GST department.
 - c. The Vendor should have a Gumashta/Municipal shop license from the local administration anywhere in India.
 - d. The Vendor should have been engaged in their specific line of work for at least TWO financial years (FY 2016-17 onwards) and should be practising the trade in present times. It is hereby clarified that in conditions of discontinuation of trade for which the Vendor has been registered, the registrations with AIIMS, Mangalagiri shall stand terminated w.e.f. the date of such discontinuance.
 - e. The Vendor should have adequate number of staff with him and the facility to receive and process computerized e-mail enquiries. Since short notice tenders/Limited Tender enquiries might require urgent deliveries, the Vendor should be in a position to supply the requisitioned items at the earliest, and ordinarily within 10 days of receipt of work order.
 - f. The Vendor (or, any other concern with which the Individual has been associated) should not have been blacklisted by any Government/ semi-Government organization.
4. Essential Condition (Specific):

The Vendor should have minimum turnover as specified in the specific line of work as follows:

 - a. Laboratory chemicals, reagents, Glassware and related field (except equipment): Rs. 10 lakhs in FY 2017-18
 - b. Stationary items: Rs. 5 Lakhs in FY 2017-18

- c. Laboratory/Hospital Equipment : Rs. 50 lakhs in FY 2017-18
 - d. Computer, Computer consumables, printers, spares, peripherals: Rs. 20 Lakh in FY 2017-18
 - e. Furniture and related items: Rs. 20 Lakhs in FY 2017-18
 - f. Furnishings, curtains and related items: Rs. 10 lakhs in FY 2017-18
 - g. Class room Audio Video equipment: Rs. 10 Lakhs in FY 2017-18
 - h. Housekeeping and facility Management services: Rs. 20 Lakhs in FY 2017-18
 - i. Manpower supply services, including supply of Electrician, plumber, IT networking personnel, Class room AV system management personnel, driver, etc : Rs. 20 Lakh in FY 2017-18
 - j. Vehicle and taxi services: Rs. 5 Lakhs in FY 2017-18
 - k. Electrical and Electronic items, TV, coolers, ACs , water coolers, : Rs. 20 lakhs in FY 2017-18
5. The refundable Security deposit Bank Guarantee amount against each category is as follows:
1. Rs. 10,000- Sr No. a,c,h and i
 2. Rs. 5,000- Sr No. b,d,e,f,g,j and k
6. The interested Vendors are requested to submit a duly filled in proforma giving the details of their organization, provide documentary proof of the essential qualifications (3a to 3d); give an undertaking for – 3. e and 3.f.
7. The Vendor should deposit non-refundable fee of Rs. 500 in the form of a DD/Bankers check/ local Check Valid for atleast 6 months, in the name of “AIIMS, Mangalagiri”.
8. A bank Guarantee for the amount mentioned against each category, should also be deposited or a DD/Bankers Check (Local cheque will not be considered) should be provided with Vendors name written on the back.
9. These procurements shall be in addition to GeM procurement as and when it is not possible to procure such items on GeM or in case of administrative exigencies. Registration of Vendors doesnot bind AIIMS administration to procure items through them on all occasions.
10. The INVITATION is open till 31st day of March, 2019. The application shall be posted/ submitted to the office of Deputy Director(Admin.) on all working days alongwith duly filled in proforma and documents/DDs. The Tender Evaluation committee shall verify the documents and approve/reject the applications. List of successful vendors shall be published on the www.aiimsmangalagiri.edu.in website.

Sd/-
Deputy Director (Admin.)

08/08/2018

AIIMS, Mangalagiri

Registration FORM

(On the letter head of the concern submitting the bid)

To
The Deputy Director (Admin.)
AIIMS, Mangalagiri

Ref.: Notice No.

Dated

Sir,

I/We understand that you are not bound to accept the registration offer or bound to assign any reasons for rejecting the registration request.

I/We hereby agree to pay all taxes and levies (as per actuals) GST, VAT, Income Tax, Work Contract Act, Octroi, duties, levied by the government, as prevailing from time to time, on such items for which the same are leviable, and the rates quoted by me/us are inclusive of the same.

I / We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding Order upon me/ us.

I/We declare that I/we have not been debarred by any Government/ Semi Government undertaking till date.

That the offer made by me from time to time shall be valid for 90 days from the date of opening of tender/ Bid.

That the rates quoted shall never be higher than the rates quoted for same work for any government/undertaking.

That I/we undertake to indemnify AIIMS, Administration.

Yours faithfully,

Signature of the bidder.

(Signature of bidder)

Dated this ____ day of _____ of 201

Address _____

Telephone: _____

FAX _____

E-mail _____

Company Seal

PROFILE OF ORGANIZATION

1. Name of concern :
2. Status of the concern : Govt./Others (Specify)
(Proprietary/Partnership/Private/
(Support with documents) _____

3. Postal Address :
4. Telephone :
5. Fax :
6. E-mail :
7. Web site :
8. Year of Establishment :
9. Activities/Services Offered :
10. PAN :
11. Total turnover for Financial Years : **FY 2016-17** _____
(Enclose audited final accounts/
Provisional accounts) **FY 2017-18** _____
12. Name of the Head of the
Organization/Managing Director :

Date:

Place

Signature of Authorized Signatory

ANNEXURE-2

To
The President of India

WHEREAS.....
(Name and address of the Contractor) (Hereinafter called "the supplier") has undertaken, in pursuance of contract no. Dated to perform the work) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the Supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the Supplier such a bank guarantee:

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Supplier, up to a total of
..... (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without avail or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the Supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until theday of....., 201_
.....

(Signature of the authorized officer of the Bank)
.....

Name and designation of the officer
.....

Seal, name & address of the Bank and address of the Branch
(Bank's common seal)

Technical Bid/Offer for Registration

Please respond in Yes or No: In case you do not fulfil any of the conditions, please specify.

Sr No	Item	Yes/ No/N.A.
1.	The Vendor has a Permanent Account Number and has been filing Returns of Income from atleast FY 2016-17 (AY 2017-18 onwards).	
2	The Vendor is registered/ provisionally registered with GST department.	
3	The Vendor has a Gumashta/Municipal shop license from the local administration anywhere in India.	
4	The Vendor has been practising the trade since FY 2016-17 and is a going concern at present	
5	The Vendor fulfils the Turnover condition stipulated for FY 2017-18	
6	Non-refundable fee of Rs. 500 is enclosed	
7	Refundable Security Deposit, as stipulated, has been enclosed	

Bidder's Signature

Date: