

H. P. GOVT. DENTAL COLLEGE AND HOSPITAL, SHIMLA-171001.

TENDER DOCUMENT

M/S _____

Bank Draft No. _____

Date: - _____

FOR

**RE-TENDER FOR CMC FOR REPAIRS OF DENTAL CHAIRS WITH ACCESSORIES,
H. P. GOVT. DENTAL COLLEGE & HOSPITAL, SHIMLA-171001**

DUE ON 12-10-2020

PRE BID MEETING: 05-10-2020 AT 2:30PM

LAST DATE FOR RECEIPT OF BID

UPTO 2:30 PM ON 12-10-2020

BID OPENING ON 12-10-2020 (3:00PM)

AT

**PRINCIPAL, H. P. GOVT. DENTAL COLLEGE AND HOSPITAL
SHIMLA-171001**

COST OF TENDER DOCUMENT

Rs.500/-

1. INSTRUCTIONS TO BIDDERS

- 1.1 The Principal, HP, Govt. Dental College & Hospital, Shimla-1 intends to enter into a Rate Contract valid for One(01) year, which may further be extend on year to year basis up to maximum period of three (03) year on the same rates, terms and conditions accepted by the tenderer subject to satisfactory performance of the service in respect of **“Tender for Comprehensive Maintenance Contract Repair of Dental Chairs with accessories”** for which duly sealed tenders are hereby invited from the eligible Dealers/Firms.
- 1.2 It is further informed that the tenderers have to submit their offer in **Sealed Envelope** indicating **“Tender for CMC for Repair of Dental Chairs with accessories”**. Date of opening of tender must be mentioned on the face of the Envelope bearing stamp of the firm.
- 1.3 Bids are invited, for and on behalf of the Principal, HP, Govt. Dental College & Hospital, Shimla-1 from established, and experienced entities for repair of as per the Terms and conditions appended herein.
- 1.4 Bidders are requested to study the tender document and terms & conditions carefully. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
- 1.5 It will be imperative on each bidder to fully acquaint himself with all the local conditions and factors which would have any effect on the performance. No request for the change of price, or time, schedule of delivery of stores shall be entertained after the award of work on account of any local condition or factor.
- 1.6 The bidders will not form a part of the cartel and put in supporting quotations of some other company. This will debar the company for participating in other tenders floated or to be floated in by the purchaser. The authorities can compare the prices of other Bidders L2, L3 etc. also with the prices quoted in other tenders for same task and in case of discrepancy suitable action will be initiated.
- 1.7 **Non Blacklisting Certificate:** All the bidders will give an undertaking that they have not been blacklisted by any State/Central Government Departments/other organizations.
- 1.8 The bidders shall also be required to submit the copies of PAN and income tax returns if any. All the correspondences shall be addressed to the Principal, HP,GDC, Shimla-1
- 1.9 The Bid Documents are not transferable and the cost of the documents is not refundable under any circumstances.

THE ENVELOPE SHOULD CONTAIN TWO SEPARATE ENVELOPES OF TECHNICAL AND FINANCIAL BID.

TECHNICAL BID

1. **Earnest Money Deposits** amounting to Rs.50,000/-(Fifty Thousand only) in the shape of FDR from any scheduled Bank duly pledged in the name of **Principal, HP Govt. Dental College & Hospital Shimla-171001.**
2. Copy of Sales Tax Registration number of HP and copy of PAN number.
3. Affidavit duly attached to the effect that the tenderer/manufacturer has never been blacklisted by any concerned authority established by law.
4. Technical specification (on the letter Head of the firm) of the product quoted i.e. Brand name, **parts to be repair of Dental Chairs under CMC**, name of the manufacturing firm, quantity of each chairs along with Brochures (in original) in support of specifications.
5. Information regarding other rate contracts entered into with Semi Govt. or Govt. institutions, of the same nature, during last two years may also be provided if any.
6. Authority letter of the Original Manufacturer in original and should return after technical approval.

FINANCIAL BID

- 8 The rates to be charged per dental chairs as per list attached of particular brand should be quoted separately in Indian Rupee.
- 9 All type of taxes to be charged should be mentioned specifically otherwise the amount mentioned in the bid will be treated as inclusive of all taxes.
- 10 For comparison of financial bids rates of repair of Dental Chairs with accessories and other quoted for a period of one year shall be taken into consideration. The details of dental chairs is as under:

Sr. No.	Description of Dental Chairs	Year of Installation	No. of Dental Chairs	Rate of CMC per Chairs	GST %	TOTAL
1.	Unicorn Make Modal Gnatus	2009	45			
2.	Confident Make	2010	03			
3.	Suzydent Make	2006	02			
		TOTAL	50			



H. P. GOVERNMENT DENTAL COLLEGE AND HOSPITAL SHIMLA - 171001.

No- HFW(GDC)G(6)-6/1999-II

Dated; Shimla-1 _____

“TERMS & CONDITIONS”

1. Tender Form containing terms and condition can be downloaded from the college website i.e. www.hpgdcshimla.org. Tender Form filled complete in all respect without cutting/overwriting alongwith **EMD of Rs. 50,000/-** (Fifty Thousand only) in the shape of FDR from any scheduled Bank duly pledged in the name of Principal, HP Govt. Dental College & Hospital Shimla-171001 should reach in this office on or before 12-10-2020 by 2:30PM either by Hand/registered post /speed post/courier by addressed to the Principal, HP Govt. Dental College & Hospital Shimla-171001. Tender shall be opened the same day on 12-10-2020 at 3:00PM in the presence of bidder on their authorized representative who may like to be present.
2. The tender invites two part Bids from eligible bidders. The two parts consist of Part-I Technical Bid and Part-II Financial Bid. Technical and Financial Bids should be submitted in two separate sealed envelopes and both the bids should contained in one large envelope duly sealed super scribing the word **“CMC for Repair of Dental Chairs with accessories”** tender No., due date & time of opening. The technical bids would be opened first. The financial Bid would be opened only in case of those bidders who qualify and meet specifications/parameters for technical evaluation.
 - a) The Bid shall comprise the following and to be submitted alongwith following documents-
 - i) Forwarding letter
 - ii) Price Bid/Financial Bid
 - iii) Bidder Profile
 - iv) Earnest Money Deposit
 - v) Bid Form
 - vi) Any other certificates/undertaking as per check list
3. The tender must be properly sealed and duly marked **“Tender for CMC for Repair of Dental Chairs with accessories”** of due on 12-10-2020” under register cover (if posted) addressed to the **Principal, H P Govt. Dental College & Hospital Shimla** by designation and not by name.
4. The minimum delivery period and the validity of offer should be specified.
5. All tender Rates should be quoted on F.O.R door step delivery basis at HP, GDC, SHIMLA and all the transit loss what so ever will be borne by the supplier firm (any monetary limit is not acceptable).The institution shall not pay for any transportation charges/replacement charges.
6. Every Dental Chair should be checked for overhauling once in 03 month and service report duly signed by the concerned Head of the Department to be submitted to the office of the Principal.
7. Visit once a month by the technical team of the tenderer is mandatorily required.

8. The complaints of the institution with regard to the defect in dental chair should be attended to within 03 working days positively and submit the service report duly signed by the concerned Head of the Department.
9. If the complaint is not attended within stipulated period a penalty of 5% of the total amount of the CMC should be levied upon the approved contractor.
10. **Under the CMC all Mechanical, Electrical, Electronic Components, Drainage of internal pipe, Total maintenance which is required for routine day to day working of dental chairs including all accessories except accidental breakage by the user and Hand Piece cartridge, Air Rotor. Hand Piece and tips of scaler.**
11. All the spare parts/accessories of dental chairs borne by the tenderer.
12. This institution intends to enter into a Comprehensive Maintenance Contract with the successful tenderer for a period of one year which may further be extend on year to year basis up to maximum period of three (03) years on the same rates, terms and conditions accepted by the tenderer subject to satisfactory performance of the service.
13. The successful tenderer shall have to sign an agreement containing such terms and conditions as may be defined by the Principal, HP, GDC, Shimla for entering into CMC on the stamp paper of Rs.100/-. The agreement should be duly attested by the Executive Magistrate.
14. The successful tenderer shall have to furnish adequate security by way of Bank Guarantee of an equal amount of the CMC, where advance payment is required to be made for satisfactory repair/maintenance and working of the machinery and equipments.
15. The EMD and SECURITY DEPOSITS shall be refunded after the satisfactory completion of the CMC period.
16. The rates once approved cannot be enhanced in any case and under any circumstances. The approved contractor shall not be at liberty to terminate the contract in between 01 years. If the contractor wishes to terminate the contract in between 01 years the security deposit and bank guarantee shall be forfeited immediately.
17. EMD already deposited in connection with any other tenders, even if for the same/similar material/stores by the tenderers will not be considered against this tender.
18. Any omission/correction/cutting in filling the columns of unit and rates shall debar a quotation from being considered and the tender should be typed neatly.
19. The tender/quotation will be regarded as constituting an offer or offers open to acceptance on whole part(s).
20. Tenders without requisite certificates/documents/literature/ EMD and tender fee shall be rejected straight way at the time of the opening of the tender. All document of the tender should be duly stamped and signed.
21. Undersigned reserves the right to accept or reject any or all the tenders without assigning any reasons.
22. **A certificate to the effects that all the parts/accessories changed in the dental chairs of particular make are of the genuine/original manufacturer.**
23. If the work of the contractor is found unsatisfactory, the undersigned can terminate the contract with seven days prior notice and in such case the contractor shall have to deposit the amount of the contract to the office of the undersigned within a week,s time failing which the amount of the bank guarantee shall be forfeited.

PRINCIPAL
HP GOVT. DENTAL COLLEGE
& HOSPITAL SHIMLA

RATES FOR COMPREHENSIVE MAINTENANCE CONTRACT OF DENTAL CHAIRS FOR 01 YEARS SHOULD BE QUOTED FOR ON THE PROFORMA BELOW AND TO BE ENCLOSED WITH FINANCIAL BID :-

Sr. No.	Description of Dental Chairs and Parts to be repaired	Year of Installation	No. of Dental Chairs	Rate of CMC per Chairs	GST %	TOTAL
1.	Unicorn Make Modal Gnatus	2009	45			
2.	Confident Make	2010	03			
3.	Suzydent Make	2006	02			
		TOTAL	50			

Signature and Seal

.....

(In the capacity of)

UNDERTAKING

[On letterhead of the Bidder]

To

**THE PRINCIPAL,
H. P. GOVT. DENTAL COLLEGE &
HOSPITAL, SHIMLA-171001.**

Dear Sir,

1. I am /We are hereby submit our tender for the_____
2. I/WE am/are enclosing herewith the FDR. No..... dated.....
for Rs.50,000/- (Fifty Thousand Only) in favour of the Principal, HP,GDC Shimla-1 " towards EMD.
(TENDERS NOT ACCOMPANIED WITH EMD/BID FEE ALONGWITH THE TECHNICAL BID SHALL BE
SUMMARILY REJECTED).
3. I /We have gone through all terms and conditions of the tender documents before submitting
the same.
4. I/We hereby agree to all the terms and conditions, stipulated by the HP,GDC, Shimla in this
connection. Quotations for each group are being submitted under separate covers, and sheets
and shall be considered on their face value.
5. I/We have noted that overwritten entries shall be deleted unless duly cut & re-written and
initialed.
6. Tenders are duly signed (No thumb impression should be affixed).
7. I/We undertake to sign the contract/agreement, if required, within 15 (Fifteen days) from the
date of issue of the letter of acceptance, failing which our/my security money deposited may be
forfeited and our/my name may be removed from the list of tenderers at the HP,GDC Shimla-1.

**NOTE: ALL TERMS AND CONDITIONS SUCH AS TAXES ETC, HAS BEEN INDICATED IN THE TENDER
FAILING WHICH IT WILL BE PRESUMED THAT ALL THE RATES ARE INCLUSIVE OF ALL TAXES AND OTHER
TERMS AND CONDITIONS ARE ALSO AS PER YOUR REQUIREMENTS.**

Yours faithfully,

Signature of Tenderer(s)
Full Address

TO BE ENCLOSE WITH TECHNICAL BID

BID FORM

Dated: _____

To

**Principal,
H.P. Govt. Dental College
& Hospital, Shimla-1**

Sir,

Having examined the Bidding Documents of Tender No. _____
undersigned intend to offer his services for **“CMC for Repairs of Dental Chairs with accessories”**.
I/we undertake, if my/our bid is accepted, I/we will comply with all the terms and conditions of
the tender documentation the rates offered (in case our bid is accepted) for the entire period.

Signature and Seal

.....

(In the capacity of)

Only Authorized to sign bid for and on behalf of.....

UNDERTAKING REGARDING BLACK-LISTING

[On letterhead of the Bidder]

From

[Name of Bidder]

[Address of Bidder]

Date: [insert date], 2020

To

**Principal,
H.P. Govt. Dental College
& Hospital, Shimla-1**

Subject: Undertaking regarding the bidder not being blacklisted.

Dear Sir,

I, [insert name] designated as [insert title] at [insert location] of [insert name of Bidder] and being the authorized signatory for and on behalf of the Bidder, do hereby declare and undertake that we have not been black-listed by any Government Organization.

Dated this day of, 2020

(Signature)

..... (insert name of the authorized signatory)

In the capacity of [position]

Duly authorized to sign this Bid for and on behalf of [name of Bidder]

DETAIL PROFILE OF THE BIDDER/TENDERER

1	Name of the Bidder/Tenderer	
2	Postal address of its branch office in the State/UT if any	
3	Postal address its Branch Head in the State/UT	
4	Country	
5	State	
6	City	
7	Pin Code	
8	Telephone No. with STD Code	
9	Mobile No.	
10	e-mail Id (Primary)	
11	Alternative e- mail Id	
12	Fax No. with STD Code	
13	Website:	
14	GST NO.	
15	PAN NO.	
16	TIN No.	
17	Supplier Status	
18	Type of Supplier Manufacturer/Dealer	
19	Account No. for e-banking	
20	Name of the bank in which on-line Bank Account is operating	
21	Bank Address	
22	IFSC Code No.	
23	MICR No.	
24	Cost of Tender Document in shape of DD in favour of Principal, H.P. Govt. Dental College & Hospital, Shimla	Amount INR _____ In figure _____
25	Earnest Money deposit in the shape of (FDR) duly pledged in favour of Principal, H. P. Govt. Dental College & Hospital, Shimla. Note: Name of Bidder must appear in FDR	Amount INR _____ FDR No. _____ dated _____ Name of issuing bank _____

Signature of the Principal Officer of the Company/firm with seal/stamp

Name:

Designation:

(insert name of the authorized signatory)

In the capacity of [position]

Duly authorized to sign this Bid for and on behalf of [name of Bidder]

CHECKLIST DULY FILLED IN TO BE ATTACHED WITH THE TECHNICAL BID

Sr. No.	Particulars	Yes/No	Page No.	Remarks
1.	Whether Cost of Tender document in the shape of Demand Draft for Rs 500/- submitted?			
2.	Whether Earnest Money Deposit in the shape of FDR for Rs.50,000/- submitted?			
3.	Whether the tenderer has enclosed declaration in regarding acceptance of Terms and conditions of tender?			
4.	Whether the tenderer has enclosed regarding non debarment/blacklisting?			
5.	Whether the tenderer has enclosed GST registration certificate?			
7.	Whether the tenderer has enclosed copy of PAN?			
8.	Any other document as per tender conditions. Please specify			

N.B.

1. All pages of the enclosed Tender should be page numbered and indexed.
2. The Tenderer may go through the checklist and ensure that all the documents/ confirmations listed above are enclosed in the tender and no column is left blank. If any column is not applicable, it may be filled up as NA.
3. It is the responsibility of tendered to go through the tender document to ensure furnishing all required documents in addition to above, if any.

(Signature with date)

(Full name, designation & address of the person duly authorized sign on behalf of the Tenderer)
For and on behalf of

(Name, address and stamp of the tendering firm)