

Baba Farid University of Health Sciences, Faridkot

***E-TENDER NOTICE FOR supply & installation of Laparoscopy Hand Instruments
for Surgery Department. at GGS Medical College & Hospital, Faridkot.***

E-Tender Form

**(E-Tender enquiry for Supply and Installation of Laparoscopy Hand Instruments for
Surgery at GGS Medical College & Hospital, Faridkot**

Tender Notification No :	To be provided by the E-procurement portal of the Govt. of Punjab.
Tender Notification Date:	27.10.2022
Requirement	E-Tender notice for supply and Installation of <i>Laparoscopy Hand Instruments</i>
Cost of the tender document:-	Rs.2360/- (Non-refundable) to be deposited through Online Mode Only in favor of Registrar, Baba Farid University of Health Sciences, Faridkot.
Tender Processing Fee	To be charged by Govt. of Punjab as per its norms. (Non- refundable)
Earnest Money Deposit (EMD)	Rs.30,000/- (Rs. Thirty Thousand only) The Earnest Money Deposit must be submitted in the shape of Online Payment in favor of Registrar, Baba Farid University of Health Sciences, Faridkot on or before due date (Refundable to the Non-successful bidders, without any type of interest or other charges). In case of successful tenderer, it will be returned after receipt of the security amount as per tender terms and conditions.
Date of start of downloading of tender documents	Immediately from the website of the Punjab Government i.e. https://eproc.punjab.gov.in
Website for downloading of the tender document:-	https://eproc.punjab.gov.in However, the details may also be obtained from the University website i.e. www.bfuhs.ac.in and college website www.ggsmch.org
Last date for downloading of the tender document:-	17.11.2022 up to 12.30 pm
Last date & time for uploading of the tender documents:-	17.11.2022 up to 1.30 pm (through online mode only)
Date, time and venue for opening of the Technical Bids	By the next day from the last date of submission of tenders (by 5:00 p.m.) on the e- procurement portal of the Govt. of Punjab. However the bidder or their authorized agents / representative may attend the tender opening process at the University Procurement & Facility Department, Baba Farid University of Health Sciences, Faridkot on the prescribed time and date.
Date, time and venue for opening of the Price Bids	The opening date of financial bids of the technically qualified bidders will be informed on the university web site, e- procurement portal of the Govt. of Punjab. However the bidder or their authorized agents / representative may attend the tender opening process at the University Procurement & Facility Department, Baba Farid University of Health Sciences, Faridkot on the prescribed time and date. The University authorities will have right to decide any other date and time for the opening of the Financial bids.
Who can be contacted for obtaining more information about the tender.	Principal, Guru Gobind Singh Medical College & Hospital, Sadiq Road, Faridkot. 01639-251111, 98773-65600, 94655-13138 E-mail: procurement@ggsmch.org ggsmc@punjab.gov.in , (on all working days from 9.00 a.m. to 5.00 p.m.)

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NOTICE INVITING E-TENDER

E-Tenders are invited on or before **17.11.2022** from manufacturers or their authorized agents/distributors **for supply and Installation of Laparoscopy Hand Instruments required at GGS Medical College & Hospital, Faridkot.** The tender document containing detailed terms & conditions may be downloaded from the E-procurement website of the Punjab Government i.e. <https://eproc.punjab.gov.in> and its detail may also be seen at the University website www.bfuhs.ac.in and college website www.ggsmch.org

TERMS AND CONDITIONS:-

1. The tender must be uploaded on or before the last date/ time of the submission of tender.
2. The Tender processing fee should be submitted through Net Banking/Credit card/Online mode only and as per Punjab Govt.
3. The **tenders will be opened online** on the next day on the website i.e. <https://eproc.punjab.gov.in> at the, Baba Farid University of Health Sciences, Faridkot. The bidder(s) shall be at liberty to be present, in person or through their authorized representative(s) at the time of opening of the tender as specified in the Tender Notice. In case the authorized representatives are to be present, they must furnish the authority letter from the bidder (s), on whose behalf they are representing otherwise they will not be allowed to participate in the process of opening of tender.
4. **The Price bids of technically qualified bidders will be opened** on the website i.e. <https://eproc.punjab.gov.in> at, Baba Farid University of Health Sciences, Faridkot. In case of any change of date and time it will be notified to the technically qualified bidders through E-mail/telephone.
5. The Registrar/Principal reserves all rights to accept or reject any or all the tenders without assigning any reason.

Registrar

Baba Farid University of Health Sciences, Faridkot

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INSTRUCTIONS/ GUIDELINES TO THE TENDERERS

1. The bidder needs to register himself/ herself on <https://eproc.punjab.gov.in> the bidder is also required to obtain Class III digital signature certificates to complete this process.
2. Please download the Tender document from the website of e-procurement of the Govt. of Punjab <https://eproc.punjab.gov.in> Please fill all the relevant blanks on all the pages of the tender document sign along with a stamp/ seal all pages and then a scanned copy of the same may be uploaded on the website at the time of submission of the tender document.
3. **It should be clearly noted that this tender will be accepted though e-tender mode only.** The tenders submitted through offline mode will not be accepted under any circumstances.
4. **Tender Fee :** as per Govt. and should be deposited through online mode only
5. **Tender Processing Fee:** as per Punjab Govt. (non-refundable) may be deposited through online mode i.e. Net Banking/ Credit Card/ Debit Card only. The tender processing fee will not be accepted through any other mode.
6. **Refundable Earnest Money Deposit (EMD): Rs.30,000/-** to be deposited online mode only in favor of Registrar Baba Farid University of Health Sciences, Faridkot.
7. **Upload** signed copy of Technical Bid Compliance Statement (**Annexure-I**).
8. **Upload** an affidavit regarding Non-Black listing as per proforma given at **Annexure-II** duly attested by an Executive Magistrate or a Notary Public.
9. In case the Bidder is Authorized Supplier/Agency, the Authorization Certificate as per the Format given at **Annexure-‘III’** (duly filled in), **to be uploaded.**
10. In case the Bidder is Authorized Supplier/Agency, an undertaking/certificate issued by their Principal Manufacturer/Supplier that in case dealership/distributorship is withdrawn after supply of the Instruments then the Principal Manufacturer/Supplier will be responsible for Guarantee/Warranty/AMC/CMC of the Equipments/Instruments. (**Annexure – ‘IV’**), **to be uploaded.**
11. **Upload** details of Bank Account for refund of EMD (**Annexure – V**).
12. In addition to this, following **documents are to be uploaded** with Technical Bid:-
 - i) Details of registration as Company /Firm/ Establishment.
 - ii) **Certification as per technical specifications.**
 - iii) Copy of Certificate of Registration for service Tax/TIN/TAN/PAN/VAT.
 - iv) A certificate from C.A. regarding Annual Turnover with Balance Sheet for the last 3 (three) financial years i.e. 2019-20, 2020-21 & 2021-22.
 - v) Copy of the IT Returns for three financial years i.e. 2019-20, 2020-21 & 2021-22.
15. Price should be quoted and **uploaded** only in Excel Sheet proforma at **Annexure-‘VI’**.

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SCOPE OF SUPPLY

Laparoscopic instruments are required with following specifications and in desired number (quantity) as mentioned.

Sr. No	Name of Equipments	Approx. Qty Required	Earnest Money to be submitted
1	Veress needle: 8-10 cm long ,	2	30,000/-
2	Hasson cannula: 10-12 mm ,>10cm working length ,	2	
3	Trocar with cannula : 10-13mm, working length 10-12cm, with automatic valve system, insufflation channel, pyramidal tip trocar	4	
4	Trocar with cannula: 5-6mm, 10-12 cm working length, pyramidal tip trocar	4	
5	Maryland dissector: 5mm, 36cm, rotating, insulated, connector pin for unipolar coagulation.	2	
6	Grasping forceps: without fenestration, 5mm, 36 cm, rotating, single action atraumatic serrated jaw, insulated, with ratchect handle and connector pin for coagulation.	2	
7	Grasping forceps: with fenestrated jaw, 5mm, 36 cm, rotating, single action, atraumatic ,serrated, insulated, ratchect handle and with connector pin for coagulation.	2	
8	Metzenbaum scissors: jaw length approx.10-12mm, curved and double action jaw, 5mm, 36cm, rotating, insulated, with connector pin for unipolar coagulation.	2	
9	Alligator grasping forceps: 5mm, 36cm, rotating, insulated.	2	
10	Fundus grasper: 5mm, 36cm, rotating, insulated.	2	
11	Babcock grasping forceps: double action, 5mm, 36cm, rotating, insulated.	2	
12	Coagulation and dissecting electrodes: unipolar hook and spatula : 5mm, 36cm, insulated	2	
13	Suction and irrigation Cannula: 5mm, 36 cm with adaptors and LAP tubing sets.	2	
14	Suction and irrigation Cannula: 10mm, 36 cm with adaptors and LAP tubing sets.	2	
15	Reducers: Top mount 10/5mm and 11/5mm	5	
16	Reducers: sleeve type 10/5mm	2	

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17	Knot pusher closed type : 5mm ,36 cm, insulated, closed tip.	2	
18	Laparoscopic clip applicator: reusable, 10mm, 36 cm, rotating, compatible for small medium and large titanium ligaclips	3	
19	Port closure needle	1	

Quantity may increase / decrease as per requirement.

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TECHNICAL SPECIFICATIONS

Laparoscopy Hand Instruments

Instruments should be reusable and autoclavable, US FDA / CE approved.

Warranty for 03 years

Certificate (s) regarding **standard** in quality must be uploaded.

GUARANTEE / WARRANTEE SHOULD BE CLEARLY MENTIONED

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NOTE: -

- All accessories like UPS / Stabilizer or any other which are required for machine should be supplied by the L1 bidder.
- **Price of above accessories should be quoted too separately in price bid. The specific accessories and their quantity will be decided on the basis of actual requirement.**
- Compliance report to be submitted in a tabulated and point-wise manner (as per technical specifications), clearly mentioning the page/ para number with authenticated catalogue / manual, without which it will not be considered. Points not covered in the brochure must be specifically addressed in a separate certificate.
 - User list from Govt sector and good reputed private hospitals should be provided.
 - Certificate (s) regarding standard in quality must be uploaded.
 - Expected delivery & Installation time: Within 45 days after issue of supply order.

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TERMS AND CONDITIONS

FOR SUPPLY AND INSTALLATION of *Laparoscopy Hand Instruments* REQUIRED AT GGS MEDICAL COLLEGE & HOSPITAL, FARIDKOT.

ELIGIBILITY

- The sole manufacturers of equipments or their authorized agents/distributors may quote their rates.
 - In case of Authorized Supplier/Agency/Distributor, the Authorization Certificate as per the Format given at **Annexure-‘III’** should be uploaded.
 - In case the Tenderer is authorized dealer/supplier an undertaking/certificate issued by their Principle Manufacturer/Supplier that in case dealership/distributorship is withdrawn after supply then the Principle Manufacturer/Supplier will be responsible for Guarantee/Warranty/AMC/CMC. (**Annexure – ‘IV’**).
1. This institution reserves the right to reject tenders without assigning any reason and increase or decrease the quantity of the articles tendered.
 2. ***If the supply and installation*** is not made within the stipulated period then late delivery charges @**2%** will be imposed on the total amount of Supply Order up to delay of **30 days** and thereafter @ **4%** for another **30 days** after which Supply Order will be deemed cancelled & security/earnest money will be forfeited and company will be black-listed for future.
 3. Payment Terms: 80% Payment will be released after satisfactory Installation of the Equipment and balance 20% will be made after 60 days of the Installation and satisfactory working of the equipment.
 4. In-complete or conditional offers incorporating price variation will not be entertained.
 5. The firm should have been in existence for at- least **three years** and it should have turnover of **Rs.20,00,000/- per year**.
 6. The successful bidder shall deposit performance security @ 10% of the basic cost of the equipment/s in the shape of **Demand Draft only** and will be returned after receipt of CAMC security.

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Annexure-I

TECHNICAL BID COMPLIANCE STATEMENT

Name and Address of the applicant / firm _____

Specify whether Manufacturer/Dealer/Distributor: _____

Sr. No.	Particulars	Remarks
1.	Tender Fee of Rs.2360/- through Online Mode only on or before due date.	Yes/No
2.	Tender Processing fee charged by Punjab Govt. as per their norms. (Non-refundable).	Yes/No
3.	Earnest Money Rs. 30,000/- in favor of Registrar Baba Farid University of Health Sciences, Faridkot through online mode only.	Yes/No
4.	Technical Bid Compliance Proforma uploaded (Annexure-I).	Yes/No
5.	Whether an affidavit regarding Non-Black listing as per proforma given at Annexure-II duly attested by an Executive Magistrate or a Notary Public uploaded.	Yes/No
6.	In case the bidder is Authorized Supplier/Agency, the Authorization Certificate as per the Format given at Annexure-‘III’ uploaded.	Yes/No
7.	In case the Tenderer is Authorized Supplier/Agency, an undertaking/certificate issued by their Principle Manufacturer/Supplier that in case dealership/distributorship is withdrawn after supply then the Principle Manufacturer/Supplier will be responsible for Guarantee/Warranty/AMC/CMC (Annexure – ‘IV’) uploaded.	Yes/No
8.	Details of Bank Account for refund of EMD (Annexure – V) uploaded.	Yes/No
9.	Price Bid in the prescribed format in Excel Sheet (Annex – VI) uploaded.	Yes/No
10.	Copy of Certificate of Registration for service Tax/TIN/TAN/PAN uploaded.	Yes/No
11.	A certificate from C.A. regarding Annual Turnover with Balance Sheet for the last 3 (three) financial years i.e. 2019-20,2020-21 & 2021-22 uploaded.	Yes/No
12.	Copy of the IT Returns for three financial i.e. 2019-20,2020-21 & 2021-22 uploaded	Yes/No
13.	Certificate regarding standard in quality as per required in specifications	Yes/No
14.	Compliance sheet, point wise, as per specifications uploaded	Yes/No
15.	E-mail ID	
16.	Make	
17.	Model	

Signature & seal of bidder

Place:

Date :

Note: Please upload Catalogue/Brochure/Pamphlets with complete specifications of quoted model only.

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Annexure-II

(To be furnished on non-judicial stamp paper worth Rs.100/- duly attested by Executive Magistrate or Notary Public).

AFFIDAVIT

I/We _____
partner/sole proprietor (Strike out which is not applicable) of (Name & Address of Firm)
_____ do hereby declare and solemnly affirm:-

- a) That the individual/firm/ companies are **not debarred or black- listed** by any department of Union/ State Government or any autonomous institute.
- b) That no partner or shareholder, directly or indirectly connected with the applicant who has been debarred or blacklisted by any department of Union Govt./State Govt./Autonomous Institute.
- c) And that the terms and conditions for supply and Installation of Equipments at GGSMCH, Faridkot, are acceptable to me/us. I/We shall abide by them in letter and spirit.

Date:

Place:

DEPONENT

VERIFICATION

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my/our knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Date:

Place:

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DEPONENT

Annexure- III

MANUFACTURER’S/PRINCIPAL AUTHORIZATION FORM

TO

The Registrar
Baba Farid University of Health Sciences,
Faridkot -151203

Ref. No.....

Dated:

**Sub: Authorization Certificate in favour of M/s..... for supply
of (Name of equipment)**

We, M/s....., who are established and reputable
manufacturers of(name of equipment) having factory(ies) at
..... and, hereby authorize
M/s.....(name and address) to bid, negotiate and conclude
the Tender formalities with you against Tender No..... for the above
equipment(s) manufactured by us.

No company or firm or individual other than M/s..... are authorized
to bid, negotiate and conclude the tender formalities in regard to this business against this
specific tender.

We, hereby extend our full guarantee and warranty as per the conditions of tender for
the goods offered for supply against this tender by the above firm.

Yours faithfully,

(Name)

For and on behalf of M/s _____
(name of manufacturer/Principal)

**Note: This letter should be signed by a person competent and having authority to sign
on behalf of manufacturer, and should be on manufacturer Letter Head and same will
be uploaded with Technical Bid.**

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Annexure - IV

UNDERTAKING BY MANUFACTURER/PRINCIPAL SUPPLIER

TO

The Registrar
Baba Farid University of Health Sciences,
Faridkot -151203

Ref. No......

Dated:

Sub: Undertaking for after sales service

We, M/s....., who are established and reputable manufacturers of(name of equipment) have authorized M/s.....(name and address) to bid, negotiate and conclude the Tender formalities with you against Tender No..... for the above equipment(s).

Further, we undertake that in case dealership/distributorship is withdrawn after supply of equipment then we shall be responsible for after sales service till the date of guarantee/warranty of the equipment and afterwards for a period of 10 years.

Yours faithfully,

(Name)

For and on behalf of M/s _____
(name of manufacturer/Principal)

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Annexure- V

Details of Bank Account of the firm who has deposited EMD

Name of the firm: _____

Sr. No.	Particulars	Detail
1.	Account No.	
2.	Name of Bank	
3.	Branch Name	
4.	IFSC Code of Bank	
5.	Name of Operator	

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ANNEXURE - VI

PRICE BID

**TO BE UPLOADED in Printed/Computerized format in Excel Sheet Attached for all
Equipments.**