

DEPARTMENT OF OBSTETRICS AND GYNAECOLOGY
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110 029

(SCHEDULE-'A')

Sr. no. of tender : _____

File no. : **1/Condemned/Computer Peripherals/O&G/2019-20**

Name of the party in whose favor the tender form has been issued : _____

Head of the Department,
Obst. & Gynae,
All India Institute of Medical
Sciences, Ansari
Nagar.N.Delhi-29

(SEAL OF THE OFFICER)

1. I/We hereby submit our tender for the disposal of **Condemned/** Computer Peripherals.
2. **I/WE now enclose herewith the FDR/Bank Guarantee/D.D. No..... dated..... for Rs. 1,000/- drawn in favor of the "DIRECTOR, AIIMS, NEW DELHI" towards EMD/Bid Security. Tenders not accompanied with EMD/Bid Security shall be summarily rejected.**
3. I/We hereby agree to all the terms and conditions, stipulated by the AIIMS, (enclosed) in this connection including delivery, penalty etc.
4. I/We have noted that over written entries shall be deleted unless duly out & re-written and initialed. Tenders are duly signed (No thumb impression should be affixed).
5. I/We undertake to sign the contract/agreement if required within 10 (Ten days) from the 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 suppliers at the AIIMS New Delhi-29.
6. I/We have gone through all terms and conditions of the tender documents before submitted the same.

NOTE: ALL TERMS & CONDITIONS SUCH AS RATES AND GST HAS BEEN INDICATED SEPARATLY IN THE QUOTATION.

**Yours faithfully,
Signature of Tenderer with full Address.**

DEPARTMENT OF OBSTETRICS AND GYNAECOLOGY
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR; NEW DELHI 110029

Condemnation Of Computer Peripherals

Tender Ref. No. : 1/Condemned/Computer Peripherals/O&G/2019-20

Subject : Condemnation of Computer Peripherals.

Date of Submission : 25.11.2019 upto 01.00 P.M.

of quotation

Date of Opening : 25.11.2019 at 03.00 P.M.

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1. Tender should be submitted to the HOD Obst. & Gynae, All India Institute of Medical sciences Ansari Nagar; New Delhi 110029 under sealed cover failing which the tender shall be rejected. Terms and condition for supply should invariably be indicated on each Schedule which otherwise would be taken on its face value. The rate may be quoted on separate sheets for each schedule failing which the tender (s) will be rejected.
 2. MIXED QUOTATION WILL NOT BE CONSIDERED FOR ACCEPTANCE. Bidder should submit separate quotation/tender for separate Lot, if applicable.
 3. **TENDER DOCUMENT IS NON-TRANSFERABLE.**
 4. The bidder should give rates, including taxes if any, and levies. Tender not conforming to these requirements shall be rejected and no correspondence will be entertained whatsoever.
 5. Each schedule should be submitted in a separate cover envelope indicating thereon:
 - a) Reference no. of the tender : 1/Condemned/Computer Peripherals/
O&G/2019-20
 - b) Tender regarding : **Condemnation of computer peripherals.**
 - c) Due date for submission of the tender : 25.11.2019 upto 01.00 P.M.
 - d) Due date for tender opening : 25.11.2019 at 3.00 P.M
 - e) Name of the firm : _____
 6. The tender forms be clearly filled in ink legibly or type written giving full address of the Tenderers. The tenderers should quote in figures as well as in words the rates/amount tendered by the himself/ them. Alterations/overwriting unless legible attested by the Tenderers, shall disqualify the Tenderers. The tender should be signed by the Tenderers himself/themselves or his/their authorized agent or his/their behalf (Authorization may be enclosed, if applicable).

7. The forwarding letter undertaking (**schedule-`A`**) duly signed by the tender should invariably be returned along with quotations furnished failing which the tender shall be rejected.
8. The Tenderers should take care that the rates and amount are written in such a way that interpolation is not possible no blanks should be left which would otherwise make the tender rejected.
9. EACH TENDER SHOULD BE ACCOMPANIED WITH AN EMD/BID SECURITY AMOUNTING TO **Rs. 1,000/-** (RUPEES FIVE THOUSAND ONLY) IN THE FORM OF DEMAND DRAFT DRAWN IN FAVOUR OF “DIRECTOR, AIIMS, NEW DELHI”), AND THE SAME SHOULD BE FROM ANY SCHEDULED BANK FAILING WHICH THE TENDER SHALL NOT BE CONSIDERED FOR ACCEPTANCE AND WILL BE OUTRIGHTLY REJECTED. CHEQUE/FDR IS NOT ACCEPTABLE AT ALL. THE EMD/BID SECURITY DEPOSITED AGAINST OTHER TENDERS CANNOT BE ADJUSTED OR CONSIDERED FOR THIS TENDER. NO INTEREST IS PAYABLE ON EMD/BID SECURITY. Also the bid amount/payments are to be made through D.D. in favor of “Director, AIIMS, Ansari Nagar, New Delhi-29” only by the successful bidder. *THE EMD OF THE SUCCESSFUL FIRM/BIDDER WILL ONLY BE RETURNED AFTER LIFTING THE AWARDED ENTIRE LOT AND WILL NOT BE ADJUSTED IN THE BID AMOUNT.*
10. Space should be left clear after lifting their belongings by the approved vendor failing which E.M.D/BID SECURITY will be forfeited.
11. Successful Tenderers shall have to lift their condemned goods within FIVE (5) working days of the issue of the gate pass by Deptt. of Obst. & Gynae subject to full payment by the tenderers, during working days (i.e. up to 05.00 p.m. in all working days except Saturday & up to 12.00 noon on Saturday) failing which a ground rent @ Rs. 1000/- per day will be charged till the final lifting of the goods by Tenderers. No shifting will be permitted on Sundays and Govt. Holidays. Selected parties (highest bidder) shall be allowed to lift or load condemned goods only after issue of gate pass issued by the Hospital Stores.
12. Tender shall be rejected if the copy of GST Registration. Firm shall furnish a certificate on their firm’s letter head stating that upto date returns has been filed and there no dues with the concerned department. Firm will also submit the copies of such returns (latest) submitted to the department of Trade & Taxes.
13. Firm’s registration, Pan Card, GST No. Tender acceptance letter (certified copy)
14. Force majeure will be accepted on adequate proof thereof.
15. The HOD Obst. & Gynae, reserves the right to cancel/reject full or any part of the tender, who do not fulfill the conditions stipulated in the tender.

16. Tenderers submitting tenders would be considered to have considered and accepted all the terms and conditions. No Inquiry verbal or written shall be entertained in r/o acceptance or rejections of the tender.
16. Any action on the part of the Tenderers to influence anybody in the said Institute will be taken as an offence. He will not be allowed to participate in the tender inquiry and his tender will not be opened.
17. The selected Tenderers shall have to start lifting of awarded items on the very next working day after depositing full bid amount failing which the E.M.D. will be forfeited.
18. Any damage to the property of the AIIMS if noticed, due to the fault of the successful bidder during lifting the items shall be recovered from the said firm and the decision of the Director, AIIMS/Chairman A/B shall be binding on the bidder.
19. Decision of the Director/Chairman A/B will be final on all issues/objections, and no inquiry will be entertained after tender opening.
- 20. Inspection of Condemnation of computer peripherals Items will be done only by the prospective bidders during office hours on 18.11.2019 upto 04.00 P.M.**
21. Tender by Tele-fax/telegram/fax/e-mail will not be accepted.
22. THE BIDDER IS ADVISED TO QUOTE THEIR RATES INCLUSIVE OF ALL TAXES & EXPENSES, AS APPLICABLE IN THE ANNEXURE-I (ENCLOSED) ON “AS IS WHERE BASIS IS”. ALL THE LIABILITIES REGARDING TAXES/LEVIES WILL BE UPON THE SUCCESSFUL BIDDER ONLY.
23. Any tenderer/ supplier giving false information shall be disqualified and removed from the list of approved vendors. No business, henceforth, will be done with the firm.
24. The courts at Delhi will have the jurisdiction to try any matter, dispute or reference between the parties arising out of the contract. It is specifically agreed that no court outside and other the court shall have jurisdiction in the matter.

(DR. VATSLA DADHWAL)
Store Incharge
Prof. Deptt. of Obst. & Gynae
AIIMS New Delhi.

(DR. SUNESH KUMAR)
Prof. & Head Deptt. Obst.
AIIMS New Delhi

To

DEPARTMENT OF OBSTETRICS AND GYNAECOLOGY
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110 029

Condemnation of computer peripherals.

Annexure-‘A’

File no.: 1/Condemned/Computer Peripherals/O&G/2019-20

Name of the bidder with full
address

: _____

Nomenclature	Lump sump Rates for entire lot.	Taxes, if any	Total amount
: Condemnation of computer peripherals.			

Signature of the bidder