

**DEPARTMENT OF ANATOMY
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI 110029**

Condemnation of Metal items, Furniture and other items

Tender Ref. No. : AA-06/01/Condemnation/Anatomy/2022-23

Date of Submission : 27.10.2022 up to 04.00 P M.

of Quotation

Date of Opening : 28.10.2022 at 11.00 am. (Seminar Room Dept. of Anatomy)

1. Tender should be submitted to the HOD, Department of Anatomy, AIIMS, Ansari Nagar, New Delhi – 110029 under sealed cover failing which the tender shall be rejected. The forwarding letter i.e Schedule –‘A’ duly signed should invariably submitted alongwith EMD, required certificates and others document, if any. The rate must be quoted on Schedule - ‘B’ and both Schedule ‘A & B’ should be packed in separate envelope, and both envelope shall be submitted in **one A- size Envelope duly sealed specifically mentioning the name and address of the bidder**, failing the tender (S) will be outrightly rejected.
2. Tender document is Non-transferable.
3. The bidder should quote rates, including taxes and levies (if any) in the **Schedule- ‘B’** only as provided with the tender document. Tender not confirming to these requirements shall be rejected and no correspondence will be entertained whatever.
4. Each schedule should be submitted in a separate cover envelop indicating thereon:
 - a. **Reference No. Of the tender** : **AA-06/1/Condemnation/ Anatomy/22-23**
 - b. **Tender regarding** : **Condemnation of Metal items & Furniture and other items**
 - c. **Due date for tender submission** : **27.10.2022 up to 04:00 P M.**
 - d. **Due date of tender opening** : **28.10.2022 at 11:00 A.M.**
 - e. **Name of the Firm** : _____
5. 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 him/they. 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).

6. 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.
7. Each tender should be accompanied with an EMD/BID security amounting of Rs.500/- (Rupees Five Hundred Only) in the form of Demand Draft 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 out rightly 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 will be payable on EMD/Bid security amount. Also the bid amount/payments are to be made through D.D in favour of "Director, AIIMS, Ansari Nagar, New Delhi-29" only by 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. The EMD of the unsuccessful bidder may be collected on next date of opening of tender i.e 29/10/2022.
8. Space should be left clear after lifting their belongings by the approved vendor failing which EMD/BID security will be forfeited. The approved bidder will manage their own manpower for the purpose of lifting, shifting and loading of condemned items.
9. Successful Tenders shall have to lift their condemned goods within Ten (10) working days of the issue of gate pass by the department subject to full payment by the tenders, during working days [i.e. 10.00 am to 5.00 pm (Monday to Friday working days) and 10.00 am to 12.00 noon (Saturday)] failing which a ground rent @ Rs.500/- per day will be charged till the final lifting of the goods by tenders. 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 department.
10. Firm shall furnish a copy of GST registration along with a certificate on their firm's letter head stating that up-to-date returns has been filed and there no dues with the concerned department, failing which the tender shall be rejected.
11. Firms shall include a copy of Firm's registration, Pan Card, GST No. Tender acceptance letter (certified copy) etc.
12. Force majeure will be accepted on adequate proof thereof.
13. The Head of the Department, reserves the right to cancel/reject full or any part of the tender, who do not fulfil the conditions stipulated in the tender.

14. Tenderers submitting tenders would be considered to accept all terms and conditions. No inquiry (verbal/written) shall be entertained in r/o acceptance or rejections of the tender.
15. 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 enquiry and his tender will not be opened.
16. The selected Tenders shall have to start lifting of awarded items on the very next working day after depositing full bid amount failing which the EMD will be forfeited.
17. 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 HOD, Department of Anatomy, AIIMS shall be binding on the bidder.
18. Decision of the Director will be final on all issues/objections and no enquiry will be entertained after tender opening.
19. Inspection of condemnation of Machinery & Equipment items will be done only by the prospective bidders between 11:00 AM to 01.00 PM office hours on 14/10/2022, 15/10/22 & 17/10/2022.
20. Tender by Tele-fax/telegram/fax/e-mail will not be accepted.
21. The Bidder is advised to quote their rates inclusive of all Taxes and Expenses, as applicable in the Annexure-I (enclosed) on "as is where is" basis. All the liabilities regarding Taxes/Levies will be upon the successful bidder only.
22. Any tender/supplier giving false information shall be disqualified and removed from the list of approved vendors. No business, henceforth, will be done with the firm.
23. 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. A. Shariff)
Professor & Head
Dept. of Anatomy, AIIMS

LIST OF ITEMS

Sl. No.	Description	Quantity
1	Embalming table	02
2	Cadaver trolley with jack	04
3	Cadaver Strecher	06
4	Specimen trolley	01
5	Chairs	20
6	Plastic buckets	10
7	Trolley	30
8	OT lamp	01
9	Metal Staircase	01
10	Wooden table	05
11	Oxygen Cylinder	01
12	Steel Sink	01
13	Aluminium Choukhat	01
14	Steel container	01
15	Metal Stool (Iron	02
16	Metal table	01

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[SCHEDULE-'A']

Tender no. :
File No. :
Name & Address of the :
Party in whose the tender
form has been issued

HOD, Department of Anatomy,
All India Institute of Medical Sciences,
Ansari Nagar, New Delhi – 110029

(Seal of the officer)

1. I/We hereby submit our tender for the disposal of condemned Metal items, iron furniture and other items.
2. I/We now enclosed herewith the FDR/Bank Guarantee/ DD No. Dtd. for Rs.500/- drawn in favour of the "**Director, AIIMS, New Delhi**" towards EMD/Bid Security. Tenders without EMD/Bid Security shall be summarily rejected.
3. I/We hereby agree to all the terms and conditions, stipulated by 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 initialled. Tenders are duly signed (No thumbs 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 my/our security money deposited may be forfeited and my/our 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 ETC. HAS BEEN INDICATED SEPARATELY IN THE QUOTATION.

Yours Faithfully
Signature of Tenderer with full Address.

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Condemnation of Metal items, Furniture and other

SCHEDULE - 'B'

File No.

Name of the bidder with full Address

Nomenclature	Lump sum Rate for entire lot	Taxes, if any	Total Amount
Condemnation of Metal items, iron Furniture and other items.			

Signature of the bidder