

Important Dates and Bidding details	
Published date	04-02-2021
Bid document download start date	05-02-2021
Clarification start date	06-02-2021
Bid submission start date	06-02-2021
Bid submission end date	26-02-2021
Date of Technical Bid opening	27-02-2021

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SECTION 1: INVITATION FOR PROPOSAL

1.0 INTRODUCTION

1.1 Background

The Manipur State AIDS Control Society (MACS) is in need of Medical Equipments/Instruments for conducting HIV Test.

In pursuance of the above, MACS has decided to carry out the process for selection of Firm in accordance with the Specifications enclosed in this Tender document for supplying Medical Equipment

1.2 Invitation to Applicants

(i) The invitation is for Selection of Firm for supplying Medical Equipments/Instruments as per specification and requirement given by MACS. The selected Firm will coordinate with Procurement Division / Basic Service for timely supply of the Medical Equipments

(ii) MACS may, at its own discretion, extend the date for submission of proposals. In such a case all rights and obligations of MACS and Applicants previously subject to the deadline will thereafter be subject to the deadline as extended.

1.3 Due diligence by Applicants

Applicants are required to make themselves fully aware of the specification of the Medical Equipments/Instruments to be supplied

1.4 Tender Document

Tender document will be made available to the applicants through MACS website www.manipsacs.nic.in prior to the Proposed Due Date. A signed declaration stating that no alteration has been made in any form in the downloaded document shall be enclosed with the Proposal.

1.5 The Selection Process

MACS have adopted a two stage selection process (collectively the "Selection Process") in evaluating the Proposals comprising technical and financial bids submitted. In the first stage, a technical evaluation will be carried out, based on this technical evaluation, a list of short-listed applicants shall be prepared. In the second stage, financial evaluation will be carried out and the Lowest Bidder (L1) will be considered for Award of Work.

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1.6 Communications

All communications including the submission of proposal should be addressed to:

The Project Director

Manipur State AIDS Control Society

Old Secretariat, Imphal, Manipur.

Email: manipursacs@gmail.com

The bids will be opened at Office Chamber of PD MACS.

The official website of MACS is: www.manipursacs.nic.in

All communications, including the envelopes, should contain the following information, to be marked at the top in bold letters:

“Tender for supplying Medical Equipments/Instruments for Manipur State AIDS Control Society”

Section 2: Scope of Work

2.0 Medical Equipments/Instruments shall be supplied to Manipur State AIDS Control Society as per the specification and requirements provided by MACS

2.1 Minimum Eligibility Criteria

- a) The Firm should be a registered Firm and should hold valid PAN, Sales tax/GST registrations.
- b) Preference will be given to the Firm having experience in supplying Medical Equipments/Instruments to Central Ministries/Departments/private organizations of repute.
- c) The agency should neither be blacklisted by any Govt. Department nor should any Criminal Case be registered against the firm or its owner or partners anywhere in India.

Section 3: Instructions to Applicants

3.1 Right to Accept or Reject any Proposal:

MACS reserves the right to annul the Tendering process, or to accept or reject any or all the proposals in whole or part at any time without assigning any reasons and without incurring any liability to the affected Applicant(s) or any obligation to inform the affected Applicant (s) of the grounds for such decision. MACS also reserve the right to award the work to more than one company.

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3.2 Preparation of Proposal:

The Applicant must comply with the following instructions during preparation of Proposals:

- A. The Applicant is expected to carefully examine all the specification, instructions, guidelines, terms and condition and formats of the Tender document. Failure to furnish all the necessary information as required by the Tender document or submission of a proposal not substantially responsive to all the requirements of the Tender document shall be at Bidder's own risk and may be liable for rejection.
- B. The Proposal and all associated correspondence shall be written in English and shall conform to prescribed formats. Any interlineations, erasures or over writings shall be valid only if they are initialed by the authorized person signing the Proposal.
- C. The Proposal shall be in indelible ink and shall be signed by the Applicants or duly authorized person(s) to bind the Applicant to the Contract. The letter of authorization shall be indicated by written power of attorney and shall accompany the Proposal.
- D. In addition to the identification, the envelopes containing the Proposal shall mention the name, address and telephone number/email address of the Applicant to enable the Proposal to be returned in case it is declared late pursuant, and for matching purposes.
- E. No Applicant is allowed to modify, substitute, or withdraw the proposal after its submission.

3.3 Submission of Proposal: Applicants shall submit their Proposals in sealed envelope with properly mentioning "Tender for supplying Medical Equipments/Instruments for Manipur State AIDS Control Society".

3.4 Format of Proposal should be as per following:

The proposal should contain two separate parts, viz.:

Technical Bid: The bidding agencies are required to submit documents as detailed in **Annexure I**. Only the bids complying with the Minimum Eligibility Criteria shall be allowed to participate in the technical bid.

Financial Bid: to be submitted in the format as given in Annexure II.

3.5 Evaluation of Proposals:

The Bid will be opened as per the schedule mentioned in the Data Sheet. Authorized representatives of the Applicants may be present during the Bid Opening, if desired. MACS may constitute Evaluation Committee to evaluate the Proposals submitted by Applicants for a detailed scrutiny.

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3.6 Financial round:

1. Only the firms who qualify the Technical evaluation round will be eligible to participate in the financial bidding round.
2. No change in financial bids is allowed after the last date of submission of tender documents.
3. After evaluation of financial bids, the L1 (lowest responsive financial bid) bidder will be awarded the contract.

3.7 Payment Terms:

The price quoted shall remain fixed and not be subject to variations in exchange rate, duties, levies etc. The Firm/agency who has been awarded the contract shall submit the bills within a week of the subsequent month indicating full description and shall be disburse on submission of satisfactory report from an Expert Committee or Store Section, MACS

Agencies/Firms, which submit the bid, are advised to ensure that the prices/ rates quoted are inclusive of the manpower support required for supplying the Medical Equipments. No deviation in any of the conditions is allowed. No increase in prices would be allowed.

Section 4: General Terms & Conditions

NOTE: Applicants should read these conditions carefully and comply strictly while submitting the Proposals

4.1 Tender received after closing date and time will not be entertained.

4.2. MACS reserve the right to extend the last date and time for submission of the bids at its own discretion.

4.3. The bidder/agency shall bear all costs associated with the preparation and submission of its bids and MACS will in no way be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process. It is also clarified that no binding relationship will exist between any of the respondents and MACS until execution of a contractual agreement.

4.4. Failure to furnish all the required information may result in rejection of the bid.

4.5. Agencies applying for the tender will submit a certificate that the information submitted by them is correct and they will abide by the decision of MACS. In case the information submitted by the firm is found to be false and/ or incorrect in any manner, the agency can be suspended and/or debarred.

4.6. To assist in Technical evaluation, MACS reserves the right to call for any clarification from any/ all bidder/ agency during the evaluation of the bids. Such clarification should be submitted only in writing. However, no other correspondence on bids will be entertained.

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4.7. Participation in this bid will imply that the bidder has accepted all the terms and conditions and subsequent modifications, if any, of this bid document.

4.8. MACS shall have the sole proprietary rights over the content created/edited/provided by the firm who has been awarded the contract through this tender.

4.9. In all matters related to dispute relating to this tender, the decision of this office will be final and binding upon the firm/agency.

4.10. MACS reserve the right to accept or reject any or all proposals without assigning any reasons. No tenders shall have any cause or claim against MACS for rejection of his proposal.

4.11 Agency must procure and provide all the hardware required to its project team to enable them to meet the target assignment.

4.12 MACS require that the company engages professionals who are capable of handling Medical Equipments/Instruments and reserves the right to call for the resumes, documents relating to their professional background, expertise and their achievements.

4.13 No Subcontracting: The bidder/agency so selected should have the capability to perform the entire scope of the work without outsourcing the same to any third party in any manner.

4.14 The agency selected through this tender must provide MACS access to all the source code & material/data utilized for the scope of this tender.

4.15 Notwithstanding any of the provisions mentioned above, for rates and other terms and conditions, in case of any disagreement etc., decision of MACS will be final and binding on all bidders participating in this bid.

4.16 Agreement deed: The successful bidder shall execute an agreement for the fulfillment of the contract on ₹ 100/- non-judicial stamp paper within 15 days from the date of award of the contract. The incidental expenses of execution of agreement/Contract shall be borne by the successful bidder.

4.17 Penalty Clause: If at any future point of time it is found that the bidder has submitted information which is factually incorrect or if the bidder does not fulfill any of the contractual obligations, MACS may take a decision to cancel the contract with the immediate effect, and/or debar the bidder from bidding prospectively in this and all other tender procedures for a period to be decided by MACS and take and other action as deemed necessary. The penalty with respect to its time period shall be quantified by MACS at its own discretion/satisfaction.

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4.18 The applicant shall furnish the following documents at the time of submission of the bid:

- i. Attested copy of Partnership Deed in case of Partnership Firms/Joint Venture or Memorandum of Association in case of Limited Company.
- ii. Registration Number and year of registration in case partnership firm is registered with Registrar of Firms.
- iii. Address of residence and office, telephone numbers in case of Sole Proprietorship.
- iv. Registration issued by Registrar of Companies in case of Company.
- v. GST, if any, as imposed from time to time will be borne by the Applicant.
- vi latest GST clearance Certificate.

4.19 Termination: The Contract can be terminated at any time by the MACS, if the services are not up to the satisfaction after giving an opportunity to the selected Applicant of being heard and recording of the reasons for repudiation. In case of termination of the contract, all data, reports, logs, methodology of operation etc. assigned for or produced for this project will become the property of MACS and the Firm will not have any claim on it.

4.20 Disputes/Jurisdiction:

- i. Any dispute, difference or disagreement whatsoever, arising between the Applicants/Firm and MACS, out of or relating to the Medical Equipments, scope, operation or effect of Project under this Tender document, or the validity or breach thereof, of Terms and Conditions or covering anything herein contained or arising out of this Tender document, shall be settled through mutual consultation at the level of Project Director MACS.

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DETAILS OF DOCUMENTS TO BE SUBMITTED

	Document	Type
	Copy of Registration with Registrar of Companies	Hard Copy
	Copy of PAN & GST number and as applicable	Hard Copy
	Copy of Latest Sales Tax/VAT/GST Clearance Certificate or copy of latest tax deposit challan.	Hard Copy
	Copy of Certificate to the effect that the firm is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India	
	Copies of award of contracts along with Certificate of satisfactory performance from Central Ministries/ Departments/private organizations of repute.	
	Copy of proof of qualification/additional skills in respect of the team proposed to be employed by the firm.	

Annexure –II

FINANCIAL BID FORMAT

Cost of supplying Medical Equipments as per Specification and the other terms and condition of contractor, including all taxes and expenditures.

Total Cost

The above rates are inclusive of all taxes as applicable for supplying Medical Equipments as per the specification and requirements given by Manipur State AIDS Control Society.

Date.....

Signature/ Designation

Note: Medical Equipment or Instrument wise price should also be quoted along with the total cost

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Technical specification for Medical Equipments

A. Needle Destroyer

Sl. No	Minimum specification requirement
1.	Principle of Operation: Electro melting type
2.	Body Material: ABS plastics
3.	Type of Electrode: Copper with silver/Nickel plating
4.	Thickness and length of needle recommended: Dia 0.4 mm to 1.6mm; length 12.6 mm to 80mm
5.	Destruction Rate: 3-7 Sec/Needle depending on size of Needle
6.	Burning Temperature: 1200°C(min)
7.	Grade of steel and guaranteed life of cutting blade (Approx No. Of Syringes and Needles it can destroy): Hardened stainless steel blade which can destroy 8500 nos. (approx) of syringes and needles
8.	Tray capacity No. of Syringes & Needles: Maximum no. of 200 destroyed syringes hubs and Needles swap can be collected in drawer
9.	Power indicator: ON/OFF indicator
10.	Power cord: 3 m length with an earthing point provided
11.	Power Supply: Single Phase, 230 ±10 %
12.	Power Consumption: 100 Watt (approx)
13.	Safety features: Cartridge glass fuse of suitable rating
14.	Warranty: 3 years
15.	Certification: ISO 9001

B. Micropipette

Sl. No	Minimum specification required
1.	Pipette is light weight with high precision, robust and dependable
2.	ISO 8655 certified
3.	Compatible with universal Tips
4.	Should have effortless one hand operation, volume setting, volume locking pipette and tip ejection – all operation with single hand
5.	Easy Maintenance: Dismantle and reassemble without any tools, all parts should be replaceable
6.	Display: should have 4 position volume display, with an integrated lens for better visibility of the volume, display always visible and facing the user during operation
7.	MOC (Material of Construction): Corrosion resistant piston and sealing material, to allow uniform and smooth pipetting
8.	Sterilization: Completely auto clavable at 121°C (20min) without disassemble for maximum protection from contamination
9.	Volume Range & Quantity: As specified
10.	Volume Range: 2-20µl
11.	Maximum permissible systematic error (at 100% volume) ±1%
12.	Maximum permissible Random error (at 100% volume) ±0.4%
13.	Identification individual serial number engraved on the instrument and also has individual labelling area for user specific identification
14.	Manuals: Each instrument will be provided with user manual which has pictorial description of all operations, limitations and functions
15.	Each piece should be accompanied with certificate of conformity and calibration certificate having uncertainty measurement in original
16.	Should provide annual service and calibration
17.	The supplier will provide 2 years warranty that will include comprehensive Annual Maintenance Contract (CAMC) including all spare parts and repairs

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C. Centrifuge Machine (Table Top) speed – 3000RPM (min)

Sl. No	Minimum specification required
1.	Description of function and use: Compact table top laboratory centrifuge
2.	Speed Regulator: Maximum speed required at least 3000 rpm with increment of at least 100 rpm
3.	With safety lock
4.	With Digital Speed meter
5.	Timer for setting time between 0 to 60 min with increment of at least 5 min
6.	Rotor: Swing out capacity to fit minimum 28 blood tubes of 15 ml each & adapter got 15 ml tubes
7.	Facility for level adjustment and film base to prevent walking and provide assured stability while equipment is in use
8.	Dynamic brake for quick deceleration
9.	Electrical Compatibility: • Must be Compatible at 220 V, 50/60 Hz • Power plug should fit on Indian system of electrical supply
10.	Other conditions
10.1	The supplier will provide 3 years warranty that will include comprehensive Annual Maintenance Contract (CAMC) including all spare parts and repairs
10.2	The manufacturer should be able to provide service of equipment within 3 days after receipt of breakdown report
10.3	Purchaser reserves the right to subject the equipment for independent evaluation of performance
10.4	The bidder should provide installation qualification (IQ), operational qualification (OQ) and performance qualification (PQ) with all documents in original at the site of installation
10.5	Onsite Comprehensive: The bidder should provide onsite comprehensive training of lab staff on operation, support service till service satisfaction
10.6	Supplier of the instruments must provide free installation, commissioning and testing of the equipment at the site
10.7	Manual must be provided in original

D. Digital Thermometer

Sl. No	Minimum specification required
1.	Measurement Range: 32°C (89.6°F) ----- 42°C (89.6°F)
2.	Low Temperature Display: Temperature < 32°C (89.6°F) Display L °C(L °F)
3.	High Temperature Display: Temperature > 43°C (109.4°F) Display H °C(H °F)
4.	Accuracy: 35°C (95°F) ----- 39°C (102.2°F) ±0.1°C (0.2°F)

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E. Thermo Hygrometer

Sl. No	Minimum specification required
1.	Temperature : 50 °C to 70°C (± 0.5 °C to 1.2°C)
2.	Humidity : 10% to 99% RH
3.	Accuracy : ± 1.0°C (1.8 of)
4.	Accuracy : ± 5% (40% to 80%)
5.	Resolution : 0.1°C (0.1 of)
6.	Resolution : 1% RH

F. Vaccine Carrier / Cold Carrier

Sl. No	Minimum specification required
1.	Usable capacity: 8-10 Ltrs
2.	Should be able to accommodate min. 2 Boxes of size 240mm x 145mm x 80mm
3.	Empty capacity: 15 Ltrs. (approx)
4.	Temp range to be maintained: +2 C to 8 C for 6-8 hours at ambient temperature of 40 C to 45 C
5.	Insulation material: CFC free Polyurethane Foam (PUF) with appropriate thickness or equipment material
6.	Internal lining material HDPE (High Density Polystyrene) or equipment with smooth finish
7.	External surface material HDPE (High Density Polyethylene) or equipment
8.	Cool Gel of Size – 21 x 8 cm (12Nos) to be supplied with each unit
9.	Soft- padded Handle & Adjustable shoulder strap, with two additional straps
10.	Warranty: 3 years
11.	Certification: ISO 9001

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