

UNIVERSITY COLLEGE OF MEDICAL SCIENCES
& GTB HOSPITAL, DILSHAD GARDEN, DELHI-110095

CENTRE FOR DIABETES ENDOCRINOLOGY & METABOLISM
(DEPARTMENT OF ENDOCRINOLOGY)

(ICMR funded Research project “To study the effect of structured long term yoga intervention on biomarkers of stress, oxidative stress and inflammation in subjects with prediabetes)

E - TENDER NOTICE

Centre for Diabetes Endocrinology & Metabolism (Department of Endocrinology), University College of Medical Sciences, invites e-tender under Two Bids System (Technical and Financial) from eligible reputed manufacturers/authorized suppliers for the supply of diagnostic/reagent kits as per list attached at annexure I & I(a).

Bid Document Download Start Date	:	07/03/2020
Bid Submission Start Date	:	07/03/2020
Bid Submission End Date	:	28/03/2020
Bid Opening Date	:	30/03/2020

Note:-

1. For submission of e-bids, prospective bidders are required to get themselves registered with <http://eprocure.gov.in/eprocure.gov.in/eprocure/app>.
2. Bids must be marked “***Bid for the supply of diagnostic / reagents kits***” before being submitted online at CPP portal: <https://eprocure.gov.in/eprocure/app> **on or before date 28/03/2020.**
3. Prospective Bidders are advised to follow the instructions provided in the “***Instructions to the prospective bidder***” for the e-submission of the bids online through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>
4. Prospective bidder who downloads the tender document from the Websites (www.ucms.ac.in, <https://eprocure.gov.in/eprocure/app>) shall not tamper/modify the tender documents in any manner. If found, tender will be rejected and the earnest money deposited (hereinafter referred to as EMD) would be forfeited and prospective bidder will be liable to be blacklisted.
5. Prospective bidders are advised to visit above-mentioned websites regularly for any corrigendum/addendum/amendment etc. at any stage.
6. The supply will be made at Department of Endocrinology, University College of Medical Sciences, Dilshad Garden, Delhi-110095.
7. The college reserves all rights to accept/reject/ cancel this tender process at any stage without assigning any reason thereof.
8. Prospective bidder's offer is non-transferable and should be submitted as per our prescribed format on company's letter head duly signed by the competent signatory.

9. The procurement shall be made in conformity with the general financial rules (GFR) 2017 strictly.
10. The bids will be opened online in the Department of Endocrinology, University College of Medical Sciences, Dilshad Garden, Delhi-110095 after closing date.
11. Interested Prospective bidders are requested to upload their bids in TWO PARTS, Part I, technical bid (as per **Annexure -“VII”**) as well as Part-II, price bid (As per format given at **Annexure – “VIII-A or “VIII-B”** whichever is applicable). Online bids must be submitted on or before date i.e. **28/03/2020**, failing which, offer will be liable for rejection.
12. Bids submitted by manual/ telex/telegram/Fax/e-mail etc. shall not be considered.
13. The bidder must furnish all information in the prescribed proforma only. Each page of the bid and all supporting documents are to be duly signed by the bidder along with seal of the firm. Bids not submitted in the prescribed format will be liable for rejection.

Terms & Conditions of the Bid

1. Eligibility Criteria

- 1.1 Prospective bidder should have relevant experience for at least 3 years in medical and allied institutions.
- 1.2 The Prospective bidder must enclose self attested copies of 3 purchase orders for supply of ELISA kits, which should have been issued by any Govt. Medical or Allied Institutions during last three years.
- 1.3 Prospective bidder must enclose Non-Blacklisting Certificate as per format given at Annexure –V.
- 1.4 Prospective bidders must provide ITR for past 3 years.
- 1.5 Prospective bidders must provide GST Registration No. (Self attested copy of the GST registration certificate must be enclosed).

2. Bid Submission - Two Bid System

2.1 Part-I, Technical Bid:

The Technical offer should be complete in all respects and should contain all information asked for, **except prices**. The Technical Bid should include all components asked for in Annexure II. The format for submission of technical offer should be as follows:

- 2.1.1 Check List as per **Annexure – II**
- 2.1.2 Tender Acceptance Letter as per **Annexure III**
- 2.1.3 The Company Profile as per **Annexure IV**
- 2.1.4 Manufacturer's Authorization form as per **Annexure IV (A)**
- 2.1.5 Non-Blacklisting Certificate – **Annexure – V**
- 2.1.6 Details of Service/Support Centers as per **Annexure VI**
- 2.1.7 Technical Offer with Specifications as given in **Annexure VII** complete with all the columns filled in. **This should not contain any price information.**
- 2.1.8 No alternate offer (for other make) shall be allowed, otherwise, the bid will be technically rejected.

2.2 Part – II Price Bid:

- 2.2.1 The Price Bid should give all relevant price information as per Annexure VIII-A or VIII-B. The bid form must be filled in all respects, without any errors, erasures or alterations.
- 2.2.2 It should contain prices, with detailed break up as per format enclosed, both in figures and in words for each item. In case of any deviation, the rate quoted in words will be considered. The rates must be quoted clearly without any overwriting/ cutting.
- 2.2.3 The taxes and duties as applicable should be quoted separately and clearly. The terms such as taxes and duties as applicable or at actual should not be mentioned in the bid. In the event of an increase in taxes/duties, the extra liability on account of these taxes shall be borne by UCMS. Similarly in the event of abolition/reduction of taxes/duties, the savings accruing to the bidder shall be passed on to UCMS.

- 2.2.4 The prospective bidder may quote the prices in Indian National Rupees (INR) on FOR (destination of purchaser basis) or in foreign currency.
- 2.2.5 In case the item is quoted in foreign currency:
 - 2.2.5.1 The rates must be on DDP (Delivered Duty Paid) basis including insurance of the item.
 - 2.2.5.2 The custom clearance documents which include Custom Duty Exemption Certificate (CDEC), authorization letter etc. will be provided by purchaser at the time of clearance of the item.
 - 2.2.5.3 Converted INR value should be quoted as on publication date of this NIT.
- 2.2.6 The Tender/Prospective bidder shall indicate the price schedule the unit prices and total bid prices of the goods it proposes to supply for each item separately. If any column does not apply to the prospective bidder, same should be mentioned as NOT APPLICABLE.

3. Opening of Financial Bid and Evaluation

After, the technical evaluation of the bids, purchaser will open the “Financial Bids”, of all the technical qualified bidders at notified date and time. **The lowest financial bid with respect to the item shall only be considered for award.**

4. Offer Validity Period

The offer must be valid for a period of 180 days from the opening date of the Price bid. Any offer falling short of the validity period is liable for rejection.

5. Earnest Money Deposit

- 5.1 The Tenderer/Prospective bidder shall furnish **item-wise EMD** for the amount mentioned at Annexure I & I(a) for the respective item(s).
- 5.2 The EMD shall be denominated in Indian National Rupees (INR) and shall be in the form of a Demand Draft only payable in the name of “Principal, University College of Medical Sciences” payable at Delhi and must reach in the office of Dr. S.V. Madhu, Department of Endocrinology, UCMS & GTB Hospital, Dilshad Garden, Delhi – 110095 on or before the closing date as specified, failing which, the bid summarily rejected. Prospective bidders must attach scanned copy of technical bid along with the EMD and scanned copy of EMD along with the offer.
- 5.3 EMD of successful bidder shall be retained with college as security money upto sixty days after the period of expiry of kits, which will be refunded after completion of all obligations/liability on the part of supplier.
- 5.4 Unsuccessful bidder’s EMD will be returned as promptly as possible (without any interest) after finalization of purchase.
- 5.5 The EMD will be forfeited:
 - 5.5.1 If bidder withdraws its bid during the period of tender/bid validity after closing date; or

- 5.5.2 In case it is found at any stage that information/particulars regarding tendered item(s) is false.
- 5.5.3 If successful bidder does not honor his commitment after the order has been placed, the EMD will be forfeited and the loss incurred by the college will be recovered from the prospective bidder.

6. Manufacturer's Authorization Certificate

Prospective Bidders must enclose a letter of authorization from their manufacturers that they have been authorized to quote on behalf of the manufacturer as per **Annexure IV (A)**

7. Modification and Withdrawal of Offers

It should be clearly understood by the prospective bidder that no further opportunity shall be given to them to modify or withdraw any stipulation at any stage after submission of the bid.

8. Clarification of Offers

To assist in the scrutiny, evaluation and comparison of offers, purchaser may, at his discretion, ask some or all bidders for clarification of their offer. The request for such clarifications and the response will necessarily be in writing. If deemed necessary, the bidder will be required to give demonstration of performance of the kits offered.

9. Technical Inspection and Performance Evaluation

The evaluation criteria adopted by purchaser would apply uniformly to all bidders.

10. Verification

Purchaser reserves the right to verify any or all statements made by the bidder in the bid document and to inspect the bidder's facilities, if necessary, to establish to its satisfaction about the prospective bidder's capacity to perform the job.

11. Award Criteria

Purchaser will issue item-wise **Purchase Orders** to the bidder who has offered lowest evaluated price.

12. Final Decision Making Authority

Purchaser reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason thereof or incurring any liability to the bidders. In such a scenario, no claim whatsoever will be entertained.

13. Rejection of Tender

The tenders shall be summarily rejected:

- 13.1 If not accompanied with earnest money deposit.
- 13.2 If the bidder proposes any alteration in or additions to the prescribed form of tender

- 13.3 If the bidder declines to carry out any work of the tender document.
- 13.4 If the technical bid submitted is found to be incomplete
- 13.5 If the price bid submitted is found to be incomplete
- 13.6 If any discrepancy is found between the technical bid and price bid
- 13.7 If financial bid document is found alongwith technical bid
- 13.8 If EMD is not submitted as per clauses 5 of terms & conditions.
- 13.9 If the bidder does not fulfill any of the conditions mentioned in the NIT

14. Delivery & Performance Period

The purchaser will have to mention the time schedule for supply of the items/kits from the date of placement of orders.

- 14.1 **Delivery:** Within 45 days, maximally extendable by another 15 days.
- 14.2 The bidder shall be responsible for proper packing & temperature maintenance of kits so as to avoid damage under normal conditions of transport by sea, rail and road or air and delivery of the material in good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the prospective bidder shall be liable to make good such loss and shortage found at the checking / inspection of the material by the consignee. No extra cost on such account shall be entertained.
- 14.3 Part delivery for each item will not be allowed. The University College of Medical Sciences will have the discretion to invoke the payment from the bank for any breach of contract.

15. Warranty & Performance of the Kits:-

- 15.1 The supplier warrants that goods supplied under this contract are new, unused, of the most recent and they incorporate all recent improvement in materials unless provided otherwise in the contract.
- 15.2 The supplier warrants the satisfactory performance of the diagnostic kits supplied and shall replace any kits whose performance is unsatisfactory.
- 15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Supplier shall supply the latest manufactured kits to ensure maximum shelf life for the same.

16. Terms of Payments

- 16.1 For Indian: - 100% payment after satisfactory delivery of the kits.
- 16.2 For Foreign :- Payment shall be made 100% through irrevocable letter of credit on the net DDP value at New Delhi as per details below:-
80% net DDP price will be paid against shipping documents and 20% after satisfactory delivery of kits.

17. Guarantee of Genuineness of Item(s)

The kits must conform to the highest quality and standard. Consistency must be maintained for the entire lot of the kits offered.

18. Force Majeure

The bidder shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the agreement is the result of an event of force majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the bidder and not involving the bidder's fault or negligence and not foreseeable. Such events may include, but are not limited to, Acts of God or of public enemy, acts of Government of India in their sovereign capacity, acts of war, fires, floods and freight embargoes.

If a force majeure situation arises, the bidder shall promptly notify the undersigned in writing of such conditions and the cause thereof within twenty calendar days unless otherwise directed by undersigned in writing, the bidder shall continue to perform its obligations under the contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event. In such a case, the time for performance shall be extended by a period(s) not less than the duration of such delay. If the duration of delay continues beyond a period of three months, purchaser and the bidder shall hold consultations with each other in an endeavor to find a solution to the problem. Notwithstanding above, the decision of purchaser shall be final and binding on the bidder.

19. Jurisdiction

The jurisdiction of the courts shall be Delhi only.

Dr. SV Madhu

Principal Investigator

ELISA KITS

A.	Prolactin kits	-	EMD amount Rs. 10,500/-
B.	HsCPR kits	-	EMD amount Rs. 12,750/-
C.	IL-6 kits	-	EMD amount Rs. 27,000/-
D.	Adiponectin	-	EMD amount Rs. 28,800/-
E.	Leptin	-	EMD amount Rs. 29,700/-
F.	Malondialdehyde kits	-	EMD amount Rs. 29,100/-
G.	8-OHdG kits	-	EMD amount Rs. 32,400/-
H.	8-OHG kits	-	EMD amount Rs. 27,000/-

Specification of Prolactin Kit (Qty. 30 kits)

1. Kit should be able to test levels of prolactin in stored human serum samples.
2. Kit should be able to measure prolactin levels through ELISA method.
3. Pack size of kit should be 96 wells plate.
4. Kit should include standards of different concentrations.
5. Inter assay and Intra assay coefficient of variation (CV) should be $\leq 10\%$.
6. The kit should have US FDA and or European CE certification.

Specification of HsCRP Kit (Qty. 30 kits)

1. Kit should be able to test levels of HsCRP in stored human serum samples.
2. Kit should be able to measure HsCRP levels through ELISA method.
3. Pack size of kit should be 96 wells plate.
4. Kit should include standards of different concentrations.
5. Inter assay and Intra assay coefficient of variation (CV) should be $\leq 10\%$.
6. The kit should have US FDA and or European CE certification.

Specification of IL-6 Kit (Qty. 30 kits)

1. Kit should be able to test levels of IL-6 in stored human serum samples.
2. Kit should be able to measure IL-6 levels through ELISA method.
3. Pack size of kit should be 96 wells plate.
4. Kit should include standards of different concentrations.
5. Inter assay and Intra assay coefficient of variation (CV) should be $\leq 10\%$.
6. The kit should have US FDA and or European CE certification.

Specification of Adiponectin Kit (Qty. 18 kits)

1. Kit should be able to test levels of Adiponectin in stored human serum samples.
2. Kit should be able to measure Adiponectin levels through ELISA method.
3. Pack size of kit should be 96 wells plate.
4. Kit should include standards of different concentrations.
5. Inter assay and Intra assay coefficient of variation (CV) should be $\leq 10\%$.
6. The kit should have US FDA and or European CE certification.

Specification of Leptin Kits (Qty. 33 kits)

1. Kit should be able to test levels of leptin in stored human serum samples.
2. Kit should be able to measure leptin levels through ELISA method.
3. Pack size of kit should be 96 wells plate.
4. Kit should include standards of different concentrations.
5. Inter assay and Intra assay coefficient of variation (CV) should be $\leq 10\%$.
6. The kit should have US FDA and or European CE certification.

Specifications of Malondialdehyde (MDA) Kit (Qty. 12 kits)

1. Kit should be able to measure MDA levels in stored human serum samples.
2. Kit should be able to measure MDA levels through ELISA method.
3. Kit size should be 96 wells.
4. Inter assay and Intra assay Coefficient of variation (CV) should be $\leq 10\%$.

Specifications of 8-hydroxy 2 deoxyguanosine (8-OHdG) Kit (Qty. 15 kits)

1. Kit should be able to measure 8-OHdG levels in stored human serum samples.
2. Kit should be able to measure 8-OHdG levels through ELISA method.
3. Kit size should be 96 well.
4. Inter assay and Intra assay Coefficient of variation (CV) should be $\leq 10\%$.

Specifications of 8-hydroxy guanosine (8-OHG) Kit (Qty. 12 kits)

1. Kit should be able to measure 8-OHG levels in stored human serum samples.
2. Kit should be able to measure 8-OHG levels through ELISA method.
3. Kit size should be 96 well.
4. Inter assay and Intra assay Coefficient of variation (CV) should be $\leq 10\%$.

CHECK – LIST

NAME OF ITEM:

NAME OF PROSPECTIVE BIDDER:

NAME OF MANUFACTURER:

S. No.	Description	Yes/ No/ NA	Page No. in the biddocument	Remarks
1.	Have you enclosed the covering/acceptance letter as per Annexure III?			
2.	Have you enclosed EMD of required amount for the quoted bid?			
3.	Have you enclosed the company profile as per Annexure IV?			
4.	Have you enclosed the Non-blacklisting Certificate as per Annexure V?			
5.	Have you enclosed the detail of Service/Support Centers as per Annexure VI?			
6.	Have you enclosed the Technical offer with specification as per Annexure VII?			
7.	Have you enclosed the GST Registration Certificate?			
8.	Have you enclosed US FDA/European CE certificate, if applicable.			

N. B.

1. All pages of the bid should be page numbered and indexed.
2. The prospective bidder 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 prospective bidder 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 to sign on behalf of the Prospective bidder)

For and on behalf of

(Name, address and stamp of the bidding firm)

TENDER ACCEPTANCE LETTER**(ON THE PROSPECTIVE BIDDER'S LETTERHEAD)**

To,

The Principal,
 University College of Medical Sciences,
 Dilshad Garden,
 Delhi – 110095

Tender Reference No: _____

Date:- _____

Due Date:- _____

Sub: Acceptance of Terms & Condition of Tender _____

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned „Tender from the web site(s) namely:

As per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/we have read the entire terms and conditions of the tender documents from Page No. ___ to ___ (including all documents like annexure(s), schedule(s), etc.), which form part of the agreement and I/we shall abide hereby by the terms / conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department / organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/we hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirely.
5. I/we do hereby declare that our firm has not been blacklisted/debarred by any Govt. Department/Public Sector undertaking.
6. I/we certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/organization shall without giving any notice or reason therefor or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

Authorized Signatory

(Name & Designation with seal)

Date:

COMPANY PROFILE

Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information.

S.No.	Item	Details
1.	Name of Company	
2.	Mailing Address	
3.	Telephone and Fax numbers	
4.	Date of registration of the Company	
5.	Year of commencement of Business	
6.	Name and designation of the person authorized to make commitments to the College	
7.	Turnover of the company (not of group) 2016-2017 2017-2018 2018-2019	
8.	GST No. (Proof enclosed, if applicable)	
9.	Are you manufacturer or authorized dealers?	

Signature (Name & Designation)

Date:

MANUFACTURER’S AUTHORIZATION FORM

No.....Dated:

To,
The Principal,
University College of Medical Sciences,
Dilshad Garden, Delhi-110095

Dear Sir,
Tender No.....

We Who are established and reputable manufacturers of (name& descriptions of goods offered) having factories at (address of factory) do hereby authorize M/s.(Name and address of authorized dealer) to submit a bid, and sign the contract with you against the above tender.

We hereby extend our comprehensive onsite guarantee and warranty upto the expiry of the kits from the date of satisfactory delivery of the kits offered by the above firm against this Bid.

Yours faithfully

(Name)

(Name of Manufacturers)

Note: this letter of authority should be on the letter head of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the prospective Bidder in its Bid.

Annexure V

Certificate from the bidder on their letter head stating that the company has not been blacklisted by any government organization, Non-government or public sector organization

To,

The Principal,
University College of Medical Sciences,
Dilshad Garden,
Delhi – 110095

Sir/ Madam,

We hereby confirm and declare that we, M/s _____, is not blacklisted/De-registered/debarred by any government department/public sector undertaking/private sector/or any other agency for which we have executed/undertaken the works/services before submission of this offer.

Yours faithfully,

**Authorized Signatory
(Name & Designation with seal)**

Date:
Place:

DETAILS OF SERVICE/SUPPORT CENTERS

Name of the prospective bidder _____

Full contact details

Place _____

Postal address _____

Contact person & contact details _____

Signature (Name & Designation)

Date:

Annexure VII

No column under technical bid should be left blank. The vendor must specify the compliance of specification required.

TECHNICAL BID

Name of Item:-

Sl. No.	Description	Remarks, if any
1	Make (prospective bidder should specify):-	
2	Technical Specification of the item:-	

Signature (Name & Designation): _____

Date : _____

Note:- Technical document (Product of the Brochures, Leaflets, manuals etc.) must be enclosed with the Technical Bid.

PRICE BID

(A) PRICE BID FOR DOMESTIC GOODS OR GOODS OF FOREIGN ORIGIN LOCATED WITHIN INDIA

1	2	3	4	5	6								7
S.No.	Brief Description of Goods	Make and Model No.	Country of Origin	Quantity (Nos.)	Price per unit (Rs.)								Total Price (at UCMS) (In Rs.)
					Ex - factory/ Ex -warehouse /Ex-showroom /Off - the shelf (Basic Cost)	Excise Duty (if any) [%age & value]	GST (if any) [%age & value]	Packing and Forwardin g charges	Inland Transportation , Insurance for a period including 3 months beyond date of delivery, loading/ unloading and Incidental costs till consignee's site, if any (e)	Incidental Services (including Installation & Commissionin g, Supervision, Demonstration and Training) at the Consignee's site (f)	Any other charges (if applicable) (g)	Unit Price (at UCMS) (In Rs.) (h)	

Total bid price in Indian National Rupees in words (as per Column 7): _____

Note: - If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.

Place: _____

Date: _____

Name _____

Business Address _____

Signature of prospective bidder _____

Seal of the prospective bidder _____

PRICE BID**B) PRICE BID FOR GOODS TO BE IMPORTED FROM ABROAD**

1	2	3	4	5	6	7				8	9
S.No	Brief Description of Goods	Make	Model	Country of Origin	Quantity (Nos.)	Price per unit (Currency)				Unit cost on DDP basis	Total Cost on DDP Basis
						Total Ex-works value (a)	Packing Forwarding & FOB Charges (b)	Air Freight & Insurance Charges (c)	Any other charges (if applicable) (d)	(G) (a+b+c+d)	(H) 6X 8
1.											

Total bid price in foreign currency in words as per Column 9:- _____

Total bid price in Indian National Rupees as per Column 9:- _____

Note: -

1. If prices are quoted in foreign currency, converted INR value should be given on the publication date of NIT.
2. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.
3. The prospective bidder will be fully responsible for the safe arrival of the goods. All other terms and conditions are accepted as per the bid document.

Place: _____

Date: _____

Name _____

Business Address _____

Signature of prospective bidder _____

Seal of the prospective bidder _____