



RFQ No. SAMS/FIND/Consumables/Proc./LT-RE/3D/2018

Dated: 20/07/2018

LIMITED TENDER FOR PROCUREMENT OF LAB CONSUMABLES

Request for Quotation (RFQ)

1. The Strategic Alliance Management Services Pvt. Ltd. (SAMS) has been engaged by Foundation for Innovative New Diagnostics (FIND), India for providing procurement consultancy services for equipment, goods, works and services for use in TB Laboratories across India under GFATM Project. Accordingly, SAMS on behalf of FIND is pleased to invite Quotation for **Supply of Lab Consumables**, as per detailed technical specification enclosed at Annexure-I, on DDP-Final Destination terms of delivery basis, as per schedule of requirement enclosed at Annexure-III.
2. The SAMS hereby request you to submit your Quotation giving in full specifications, name of the Manufacturer, Catalogue etc. as per our terms and conditions enclosed herewith, latest by **01/08/2018 till 04.00 PM.**

Sl. No.	Particulars of item	Unit	Quantity
1	Bar Code Paper/ Film based labels	Nos.	2,440,000 labels
2	Wax Resin ribbon for Honeywell PC42T barcode printer	Nos.	244 rolls

3. The quotations with at least 3 months of validity may be sent in double cover duly wax sealed and prominently specifying “**RFQ No. SAMS/FIND/Consumables/Proc./LT-RE/3D/2018**” to be opened on **01/08/2018 at 04.30 PM.**
4. The bidders or their official representatives are invited to attend a **pre-bid meeting** which will take place at **11.00 AM on 24/07/2018** at SAMS, Paharganj office at the address mentioned below. Please note that non-attendance at the pre-bid meeting will not be the cause of disqualification of the bidders.
5. Bidders may also send their written requests for clarification against tender, if any, through email at procurement@samsconsult.com.
6. The quotations which are not received duly sealed will not be accepted. **The firms must ensure that besides all these terms and conditions enclosed herewith, the following documents must be submitted in the chronological order (strict compliance) to show their credentials against required qualifications and to avoid rejection of tenders.**
 - i. Forwarding letter clearly mentioning the authorized signatory, total number of pages, the model quoted, quotation validity undertaking of 3 months, which can be extended on mutual consent.
 - ii. The authorization letter for an officer of the bidder and verifying his signature, duly signed by the Authorized signatory of the company/firm. Only such authorized officer of the bidder should sign the tender documents.
 - iii. Copies of GST and PAN card numbers allotted should also be submitted.
 - iv. Bidder should submit signed and stamped copy of this RFQ confirming their acceptance for all T&Cs of the tender including Delivery and Payment Terms.

- v. Technical compliance statement of quoted item against required specifications of RFQ, as per format enclosed under technical specifications at Annexure-I.
- vi. Technical Catalogue / brochure of item quoted as per proposed specifications.
- vii. Copies of Purchase Orders issued to your firm, showing experience of the supply of at least two similar contracts for the similar items included in this RFQ over the period of last three years.

It should be addressed and submitted to the **“STRATEGIC ALLIANCE MANAGEMENT SERVICES PVT. LTD. (SAMS), B01-B03, Vardhman Diamond Plaza, Community Centre, D. B. Gupta Road, Paharganj, New Delhi – 110055, INDIA”** and should reach this office on or before **01/08/2018 till 04.00 PM.**

For Strategic Alliance Management Services Pvt. Ltd.

**(Dinesh Kumar)
Procurement Officer**

TERMS & CONDITIONS AND INSTRUCTIONS TO THE BIDDER (RFQ)

1. Sealed tender superscribed "**Limited Tender for supply of Lab Consumables under FIND Project**" are invited for the detailed in the Schedule (attached herewith) to the "Strategic Alliance Management Services Pvt. Ltd. (SAMS), B01-B03, Vardhman Diamond Plaza, Community Centre, D. B. Gupta Road, Paharganj, New Delhi – 110055, INDIA".
2. The bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in the rejection of its bid.
3. The tender is to be submitted along with duly signed Terms & Conditions & RFQ in a sealed cover which must be clearly marked with the "**Limited Tender for Lab Consumables under FIND Project**" and the due date for its opening. The cover should be addressed to Strategic Alliance Management Services Pvt. Ltd. (SAMS), B01-B03, Vardhman Diamond Plaza, Community Centre, D. B. Gupta Road, Paharganj, New Delhi – 110055, INDIA.
4. The bid shall contain no interlineations erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initiated by the person or persons signing the bid.
5. Each bidder is entitled to submit only one tender wherein he can, if necessary indicate alternative quotation. In case where more than one tender in a specified group is submitted by him will be liable to rejection.
6. In the event of the space on the prescribed form being insufficient for the required purposes, additional page must be numbers of consecutively bear the tender number and be fully signed by the bidder. In such cases reference to the additional pages must be made in the tender form.
7. The tender must reach this office strictly not later than **01/08/2018 till 04.00 PM** & the bid must be received by the address specified & no later than the time and date specified in the invitation for bids. In the event of the specified date for the submission of bids being declared a holiday for the purchaser, the bids will be received up to the appointed time on the next working day.
8. It is the responsibility of the bidders to see that the complete bidding documents, whether sent by post or by courier or by person are received by the time and date stipulated for receipt failing which the bid would be considered late and rejected.
9. Any bid received after the deadline for submission of bids prescribed will be rejected and/or returned unopened to the bidder.
10. The bidder may modify or withdraw its bid after the bid's submission provided that written notice of the modification or withdrawal is received by the purchaser prior to the deadline prescribed for submission or bids.
11. No bid may be modified subsequent to the deadline for submission of bids.
12. All supplies should be subject to inspection on receipt and purchaser shall have full discretion to accept or reject. Rejected supply should be removed within 15 days from date of intimation otherwise it will be disposed off in any manner deemed fit by the FIND/Consignees.
13. If the firm fails to supply the items ordered within the stipulated period. The firm will be debarred from SAMS approved vendor list for next three years.

14. The conditions of the bidder shall not be binding to the SAMS.

15. **Delivery schedule** – Delivery should be completed within forty five (45) days of the receiving of confirmed Purchase Order from SAMS. Bidder should clearly mention about the delivery period, if supplier is unable to supply the goods before stipulated time shall be treated as non-responsive. The consignee wise distribution list is given at Annexure-III.

16. **Terms of Delivery-**

DDP- final place of destination as per Consignee Distribution List at Annexure-III.

- a. The responsibility of arranging all required documents for supply of goods till final place of destinations, including Road Permits, e-way bill, unloading of goods and shifting inside laboratory etc. is of the Supplier. The SAMS may only facilitate the Road Permits/ declarations for the same.
- b. The payment of any kind of taxes, octroi, entry tax, local taxes etc. shall be the responsibility of supplier and should be included in the financial quote.

17. **Bid Prices**

- a. The bidder shall indicate on the appropriate Price Form attached to these, the unit prices and total Quotation/tender prices of goods it proposes to supply under the contract. Price should be quoted only in INR in the specified format attached in **Annexure II**.
- b. Total Price till final Place of Destination, as quoted by the bidders should be inclusive of all applicable taxes and duties (Entry tax, Road Tax, Octroi Duty and other local taxes etc.), only GST to be quoted separately, as applicable. It should also include that all goods shall be duly insured up to the final place of destination.

18. **Bid currency**

The prices should be quoted only in Indian National Rupees (INR).

19. **Document establishing bidder's eligibility and qualifications:**

The documentary evidence of the bidder's qualifications to perform the contract if its bid/tender is accepted, shall establish to the purchaser's satisfaction:

- a. That, in the case of bidder offering to supply goods under the contract which the bidder did not manufacture or otherwise produce, the bidder has been duly authorized by the good's manufacturer to supply the goods in India (dealership/ distributorship certificate).
- b. The bidder shall furnish, as part of its bid, documents establishing the bidder's eligibility to bid/tender and its qualifications to perform the contract if its bid/tender is accepted.

20. **Period of validity of bids:**

- a. Bids shall remain valid for 3 months after the date of bid/Tender opening prescribed by the purchaser, A bid/tender valid for a shorter period shall be rejected by the purchaser as non-responsive.
- b. In exceptional circumstances, the purchaser may solicit the bidder's consent to an extension of the period of bid/tender validity. The request and the responses thereto shall be made in writing (or by cable or by telex).

21. **Format and signing of bid**

- a. The bidder shall prepare two copies of the bid, clearly making each "**Original Bid**" and "**Copy of Bid**" as appropriate. In the event of any discrepancy between them, the original shall govern.

- b. The original and all copies of the bid/tender shall be typed or written in indelible ink and shall be signed by the bidder or a person duly authorized to bind the bidder to the contract. All pages of the bid, except for unammended printed literature, shall be initialed by the person or person's signing the bid.
- c. The bid/tender shall contain no interlineation, erasures or overwriting except as necessary to correct errors made by the bidder, in which case such corrections shall be initialed by the person or persons signing the bid.

22. Preliminary examination

- a. The purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, whether the bid/ tender validity is as required and whether the bids are generally, in order.
- b. Bids from agents without proper authorization from the manufacturers/ distributor/ dealer shall be treated as non-responsive and shall be rejected.
- c. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantify, the unit price shall prevail and the total price shall be corrected. If the supplier does not accept the correction of the errors, its bid/ tender will be rejected. If there is a discrepancy between the words and figures, the amount in words shall prevail.
- d. Prior to the detailed evaluation purchaser will determine the substantial responsive-ness of each bid/tender to the bidding documents. For purpose of these clauses, a substantially responsive bid/tender is one which conforms to all the terms and conditions of the bidding documents without material deviations. The purchaser's determination of a bid's responsiveness is to base on the contents of the bid/tender itself without recourse to extrinsic evidences.
- e. A bid/tender determined as not substantially responsive will be rejected by the purchaser and may not subsequently be made responsive by the bidder by correction of the non-conformity.
- f. The purchaser may waive any minor informality or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver does not prejudice and affect the relative ranking of any bidder.
- g. Documents required for **Preliminary examination**
 - i. Forwarding letter clearly mentioning the authorized signatory, total number of pages, the model quoted, quotation validity undertaking of 3 months, which can be extended on mutual consent.
 - ii. The authorization letter for an officer of the bidder and verifying his signature, duly signed by the Authorized signatory of the company/firm. Only such authorized officer of the bidder should sign the tender documents.
 - iii. Copies of GST and PAN card numbers.
 - iv. Bidder should submit signed and stamped copy of this RFQ confirming their acceptance for all T&Cs of the tender including Delivery and Payment Terms.

23. Evaluation and comparison of bid

- a. The purchaser will technically evaluate all bids determined to be responsive after preliminary examination.
- b. Thereafter price bids of substantially technical responsive and acceptable bids will be compared to determine lowest evaluated responsive bidders.

c. Documents required for **Technical Evaluation and Post Qualification:**

- i. Technical compliance statement of quoted item against required specifications of RFQ, as per format enclosed under technical specifications at Annexure-I.
 - ii. Technical Catalogue / brochure of item quoted as per proposed specifications.
 - iii. Copies of Purchase Orders issued to your firm, showing experience of the supply of at least two similar contracts for the similar items included in this RFQ over the period of last three years.
- h. The comparison of price shall be considering, delivery of goods as per DDP-till final place of destinations i.e. at consignee's end.
- i. The Purchaser's evaluation of a bid will take into account the total unit cost of the item at the consignee's destination inclusive of all kind of duties, taxes and other charges.
- j. The contract shall be awarded only to the bidder who are substantially responsive, offer competitive rates, and meet the qualification requirement stipulated in the bidding documents.
- k. Deviations in the Delivery and Payment schedule are not permitted.
- l. The Purchaser shall compare all substantially responsive bids to determine the lowest-evaluated bid, in accordance with evaluation criteria mentioned in this bidding document.

24. Award of Contract (Pre-qualification)

- a. Notwithstanding the 'Qualification Requirements' set out in terms & condition the purchaser will determine to the satisfaction whether the bidder selected as having submitted the lowest evaluated responsive bid/tender is qualified to satisfactorily perform the contract.
- b. The determination will take into account the bidder's financial and technical capabilities. It will be based upon the examination of the documentary evidence of the bidder's qualifications submitted by the bidder, as well as such other information as the purchaser deems necessary and appropriate.
- c. **Sample Evaluation-** Prior to contract award, the lowest evaluated substantially responsive Bidder will be requested to organize sample evaluation of the required Consumable items under tender, for inspection of quality and performance by SAMS/FIND or its authorized team if require . In case, the quoted item is not found as satisfactorily, the bid would be deemed to be non-responsive and SAMS reserves a right to move to next lowest evaluated responsive bidder.
- d. An affirmative determination will be a prerequisite for award of the contract to the bidder. A negative determination will result in rejection of the bidder's bid/tender in which event the purchaser will proceed to the next lowest evaluated bid/tender to make a similar determination of the bidder's capabilities to perform satisfactorily.

25. Award criteria

Subject to clause 24, the purchaser will award the contract to the successful bidder/ bidder whose bid/tender has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the bidder is determined to be qualified to perform the contract satisfactorily.

26. Purchaser's right to vary quantities at time of award

The purchaser reserves the right at the time of award to increase or decrease up to 25% of the quantity of goods and services specified in the '**Schedule of requirements**' without any change in prices or other terms and conditions.

27. Purchaser's right to accept any bid/tender and to reject any or all bids

The purchaser reserves the right to accept or reject any bid/tender and to annul the bidding process and reject any or all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligations to inform the affected bidder/bidders of the grounds for the purchaser's action.

28. Payments Terms-The method and conditions of payment to be made to the Supplier under this tender, shall be as follows:

The 100% payment would be made after delivery of Goods to the consignees, within 30 days upon submission of following documents along with the invoice (three copies – One original and two duplicate copies):-

- a. Commercial invoice, indicating the SAMS as the Purchaser on behalf of the FIND, the PO number; Goods description, quantity, unit price, and total amount. Invoices must be signed in original and stamped or sealed with the company stamp/seal;
- b. Acknowledgement of receipt of Goods in good condition by the Consignee i.e. **Consignment Receipt Certificate (CRC)**.

For Strategic Alliance Management Services Pvt. Ltd.

(Dinesh Kumar)
Procurement Officer

Annexures:

- i. Technical Specifications
- ii. Price Form
- iii. Schedule of Requirement- Consignee wise Distribution

Technical Specification

Sl. No.	Name of Item	Required Bid Specification	Bidder's Specification (technical compliance/ Deviation, if any)
			Make:..... Code/ identification no:.....
1	Bar Code paper/ film based labels	<ul style="list-style-type: none"> • 1Row X 4 labels across, • 25mm X 25mm, • White colour, • 10000 labels per roll, • tamper free and resistant chemical (70% Alcohol,5%phenol), • Strong adhesiveness and resistant up -70 C temperature. 	
2	Wax Resin ribbon for Honeywell PC42T barcode printer	<ul style="list-style-type: none"> • 105X300mts length, • minimum to print 10000 labels • suitable for PC42T barcode printer, • suitable for thermal transfer labels, • Harder printed area than full wax; • more resistant to occasional heavy handling, moisture, and temperature changes, • Durability minimum 1 year from manufacturing date. 	

Price Form

[The Bidder shall fill in this Price Form in accordance with the instructions given below]

Sl. No.	BIDDER'S PRICES FOR Lab Materials / Consumables (Price to be entered by Bidder):						
	DESCRIPTION	UNIT	Total Quantity (nos.) (a)	INR			
				UNIT PRICE (per piece), (b)	TOTAL PRICE, (c) = (a) x (b)	GST (d)	TOTAL PRICE, FINAL Place of Destination* (e)=(c) + (d)
1	Bar Code paper/ film based labels	Nos.	2,440,000 labels				
2	Wax Resin ribbon for Honeywell PC42T barcode printer	Rolls	244 rolls				

***Total Price, till Final Place of Destination** for quoted items should be inclusive of all applicable taxes and duties (basic duty, Entry tax, Road Tax, Octroi Duty and any other local taxes etc.), only GST to be quoted separately, as applicable. It should also include that all goods shall be duly insured up to the final destination.

Schedule of Requirement- Consignee Wise Distribution

SL. No.	Name of C&DST Lab	Qty. in Nos.	
		Bar Code paper/film based labels	Wax Resin ribbon for Honeywell PC42T barcode printer
1	C& DST Lab, Govt. Hospital for (TB) Chest & Communicable Diseases, Vizag, Andhra Pradesh	40,000	4 Rolls
2	National Institute of Tuberculosis and Respiratory Diseases(NITRD), Delhi	40,000	4 Rolls
3	State TB Training & Demonstration Centre, New Delhi TB Centre, Delhi	40,000	4 Rolls
4	National Reference Lab, NTI Bangalore, Karnataka	40,000	4 Rolls
5	Intermediate Reference Laboratory, Guwahati Medical College, Guwahati, Assam	40,000	4 Rolls
6	Intermediate Reference Lab, Patna, Bihar	40,000	4 Rolls
7	TB C & DST Lab, Jawaharlal Nehru Medical College & Hospital, Bhagalpur, Bihar	40,000	4 Rolls
8	Postgraduate Institute of Medical Education and Research(PGI), Chandigarh	40,000	4 Rolls
9	State TB Training & Demonstration Centre, Raipur, Chhattishgarh	40,000	4 Rolls
10	All India Institute of Medical Sciences- Delhi	40,000	4 Rolls
11	State TB Training & Demonstration Centre, BJ Medical College & Hospital, Ahmedabad, Gujarat	40,000	4 Rolls
12	C & DST LAB,M.P Shah Medical College, Jamnagar, Gujarat	40,000	4 Rolls
13	Intermediate Reference Laboratory, Karnal, Haryana	40,000	4 Rolls
14	Intermediate Reference Laboratory, Govt. TB Sanatorium, Dharampur, Himachal Pradesh	40,000	4 Rolls
15	State TB Training & Demonstration Centre, Srinagar, J&K	40,000	4 Rolls
16	State TB Training & Demonstration Centre, Ranchi, Jharkhand	40,000	4 Rolls
17	State TB Training & Demonstration Centre, NIMHAS, Bangalore, Karnataka	40,000	4 Rolls
18	C&DST Lab, Karnataka Institute of Medical Science, Hubli, Karnataka	40,000	4 Rolls
19	Raichur Institute of Medical Science(RIMS), Raichur, karnataka	40,000	4 Rolls
20	State TB Training & Demonstration Centre,Thiruvananthapuram, Kerala	40,000	4 Rolls
21	National Reference Lab, Bhopal Memorial Hospital and Research Centre, Bhopal, Madhya Pradesh	40,000	4 Rolls
22	State TB Training & Demonstration Centre ,MRTB Hosp./Chest Centre, Indore, Madhya Pradesh	40,000	4 Rolls
23	C&DST Lab, Gajra Raja Medical College, Gwalior, Madhya Pradesh	40,000	4 Rolls
24	TB C & DST Lab, Government Medical College, Aurangabad, Maharashtra	40,000	4 Rolls
25	TB Culture & DST Lab, Grant Medical College & Sir J J Group of Hospitals, Mumbai, Maharashtra	40,000	4 Rolls
26	State TB Training & Demonstration Centre, Govt. Medical College, Nagpur, Maharashtra	40,000	4 Rolls
27	State TB Demonstration and Training Centre , Aundh Chest and General Hospital, Pune, Maharashtra	40,000	4 Rolls
28	Anti TB Demonstration & Training Centre, S.C.B. Medical College, Cuttack, Odisha	40,000	4 Rolls
29	National Reference Lab, Regional Medical Research Centre, Bhubaneswar, Odisha	40,000	4 Rolls
30	State TB Demonstration and Training Centre , TB Hospital, Patiala, Punjab	40,000	4 Rolls
31	State TB Training & Demonstration Centre, Government Hospital for Chest Diseases, Puducherry	40,000	4 Rolls
32	Kamala Nehru State Training & Demonstration Centre, Ajmer, Rajasthan	40,000	4 Rolls
33	TB C & DST Lab, Dr S N Medical College, Jodhpur, Rajasthan	40,000	4 Rolls
34	TB C & DST Lab, SMS Medical College, Jaipur, Rajasthan	40,000	4 Rolls
35	State TB Training & Demonstration Centre, Chennai	40,000	4 Rolls

SL. No.	Name of C&DST Lab	Qty. in Nos.	
		Bar Code paper/film based labels	Wax Resin ribbon for Honeywell PC42T barcode printer
36	National Reference Lab, NIRT Chennai	40,000	4 Rolls
37	Madurai Medical College, Madurai, Tamil Nadu	40,000	4 Rolls
38	State TB Training & Demonstration Centre, Hyderabad, Telangana	40,000	4 Rolls
39	State TB Training & Demonstration Centre, Sarojini Naidu Medical College campus, Agra, Uttar Pradesh	40,000	4 Rolls
40	TB C&DST Lab, Aligarh Muslim University, Aligarh, Uttar Pradesh	40,000	4 Rolls
41	Intermediate Reference Lab, King George Medical College, Lucknow, Uttar Pradesh	40,000	4 Rolls
42	Intermediate Reference Lab, Banaras Hindu University, Varanasi, Uttar Pradesh	40,000	4 Rolls
43	National Reference Lab, JALMA - Agra, Uttar Pradesh	40,000	4 Rolls
44	State TB Training & Demonstration Centre, Dehradun, Uttarakhand	40,000	4 Rolls
45	State TB Training & Demonstration Centre, Dr. B.C. Roy Polio Clinic & Hospital for Crippled Children, Dr. B.C. Roy Post Graduate Institute of Paediatric Sciences, Kolkata, West Bengal	40,000	4 Rolls
46	TB C&DST Lab, North Bengal Medical College, Siliguri, West Bengal	40,000	4 Rolls
47	Siddartha Medical College, Vijayawada, Andhra Pradesh	40,000	4 Rolls
48	Silchar Medical College, Silchar, Cachar, Assam	40,000	4 Rolls
49	Indira Gandhi Institute of Medical Science, Patna	40,000	4 Rolls
50	Rajan Babu Institute for Pulmonary Medicine & Tuberculosis, Delhi	40,000	4 Rolls
51	Intermediate Reference Lab, Goa Medical College, Goa	40,000	4 Rolls
52	Intermediate Reference Lab, Government Medical College, Surat, Gujarat	40,000	4 Rolls
53	Patliputra Medical College, Dhanbad, Bihar	40,000	4 Rolls
54	Medical College Kozhikode, Kerela	40,000	4 Rolls
55	National Institute for Research in Tribal Health, RMRC Jabalpur, Madhya Pradesh	40,000	4 Rolls
56	Intermediate Reference Laboratory, STNM Hospital, Gangtok, Sikkim	40,000	4 Rolls
57	Rajeev Gandhi Institute of Medical Sciences, Adilabad, Telangana	40,000	4 Rolls
58	Agartala Govt. Medical College, Agartala, Tripura	40,000	4 Rolls
59	Baba Raghav Das Medical College, Gorakhpur, Uttar Pradesh	40,000	4 Rolls
60	Lala Lajpat Rai Memorial Medical College, Meerut, Uttar Pradesh	40,000	4 Rolls
61	Bardhman Medical college, Bardhman, West Bengal	40,000	4 Rolls
	Total	24,40,000	244 Rolls