

# **Principal Office**

- B01 B03, Vardhman Diamond Plaza, Community Centre, D. B. Gupta Road, Paharganj, New Delhi - 110055
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# RFQ No. SAMS/FIND/ Refrigerators/Proc./LT/14/2019 Dated: 20/09/2019

# Request for Quotation (RFQ) for Procurement of Refrigerators

- Strategic Alliance Management Services Pvt. Ltd. (SAMS) has been engaged by "Foundation for Innovative New Diagnostics" (FIND), New Delhi (a not-for-profit Company created under Section 8 (Indian) Companies Act, 2013) for providing procurement consultancy services for equipment, goods, works and services for TB Laboratories established across India under Revised National Tuberculosis Programme (RNTCP), Ministry of Health and Family Welfare, Govt. of India. Accordingly, SAMS on behalf of FIND is pleased to invite Quotation for Supply of **Refrigerators**, as per detailed specifications enclosed at Annexure-I, on DDP-Final Destinations 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.

Schedule No.	Particulars of item	Lot-wise Quantity (Nos.) Lot-1	Lot-wise Quantity (Nos.) Lot-2	Total Quantity (Nos.)
1	Refrigerator 300-450 lit	16	17	33
2	Refrigerator 165-200 lit	10	13	23

- 3. The quotations with at least 3 months of validity may be sent in single cover duly sealed and prominently specifying "RFQ No. SAMS/FIND/ Refrigerators/Proc./LT/14/2019 for procurement of Refrigerators"
- 4. 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 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. Manufacturer's Authorization Certificate / letter to quote, supply and provide after sale services for the quoted equipment.
  - iv. Copy of the incorporation / registration certificate issued by an appropriate authority.
  - v. Copy of GST registration should also be submitted.
  - vi. Technical compliance statement of quoted item against required specifications of RFQ, as per format enclosed under technical specifications at Annexure-I.
  - vii. Technical Catalogue / brochure of item quoted as per proposed specifications.

Strategic Alliance Management Services Pvt. Ltd.

i. Copies of Purchase Orders issued to your firm, showing experience of the supply, installation and after sale service support against at least two similar contracts (total supply experience at least for 15 nos.) for the item included in this tender over the period of last three years (cumulative).

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 01/10/2019 till 04.00 PM.

For Strategic Alliance Management Services Pvt. Ltd.

(Dinesh Kumar) Procurement Officer

# TERMS & CONDITIONS AND INSTRUCTIONS TO THE BIDDER (RFQ)

- Sealed tender superscribed "Limited Tender for supply of Refrigerators under <u>FIND Project</u>" 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 RFQ documents. Failure to furnish all information required by the RFQ documents or submission of a quotation not substantially responsive to the RFQ documents in every respect will be at the bidder's risk and may result in the rejection of its quotation.
- **3.** The quotation 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 quotation.
- 4. Each bidder is entitled to submit only one quotation..
- 5. The quotation must reach this office strictly not later than the date and time prescribed in letter inviting quotation.
- **6.** Any quotation received after the deadline for submission of quotations prescribed will be rejected and/or returned unopened to the bidder.
- 7. The bidder may modify or withdraw its quotation after submission provided that written notice of the modification or withdrawal is received by the purchaser prior to the deadline prescribed for submission of quotations.
- **8.** No quotations may be modified subsequent to the deadline for submission of quotations.
- **9.** 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.

#### 10. Delivery and Completion schedule:

**Lot-1:** Delivery to Consignees within 60 days from the date of issue of the Notification of Award (NOA) at the Consignee addresses given below.

**Lot-2:** Delivery to Consignees within from 10 to 12 Months from the date of issue of the Notification of Award (NOA) at the Consignee addresses given below.

#### 11. Terms of Delivery-

DDP final destination (including unloading and shifting of goods till the final place of destination i.e. lab room, store etc.) as per Consignee Distribution List at Annexure III.

# 12. Quotation 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 exclusive GST which should be mentioned separately, as applicable..
- c. Price quotations of the technically responsive bidders shall be evaluated on the basis of total quoted price for equipment given in each Schedule separately.

### 13. Document establishing bidder's eligibility and qualifications:

The documentary evidence of the bidder's qualifications to perform the contract if its quotation 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 (manufacturer's authorization certificate).
- b. The bidder shall furnish, as part of its quotation, documents establishing the bidder's eligibility to quotation and its qualifications to perform the contract if its quotation is accepted.

### 14. Period of validity of Quotations:

- a. Quotations shall remain valid for 3 months after the date of quotation opening prescribed by the purchaser, A quotation 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 quotation validity. The request and the responses thereto shall be made in writing only.

# 15. Format and signing of quotation:

- a. The bidder shall prepare one original quotation 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 quotation, except for printed literature, shall be initialed by the person signing the quotation.
- b. The quotation 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 quotation.

# 16. Preliminary examination

- a. The purchaser will examine the quotations to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, whether the quotation validity is as required and whether the quotations are generally, in order.
- b. Quotations from agents without proper authorization from the manufacturers/ distributer/ 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 quotation will be rejected. If there is a discrepancy between the words and figures, the amount in words shall prevail.

- d. A quotation 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.
- e. The purchaser may waive any minor informality or non-conformity or irregularity in a quotation, which does not constitute a material deviation, provided such waiver does not prejudice and affect the relative ranking of any bidder.

# f. 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. Manufacturer's Authorization Certificate to quote, supply and provide after sale services for the quoted equipment.
- iv. Copy of the incorporation / registration certificate issued by an appropriate authority.
- v. Copy of GST registration.

### 17. Evaluation and comparison of quotations

- a. The purchaser will technically evaluate all quotations determined to be responsive after preliminary examination.
- b. Thereafter price quotations of substantially technical responsive and acceptable quotations 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, installation and after sale service support against at least two similar contracts (total supply experience at least for 15 nos.) for the item included in this tender over the period of last three years (cumulative).
- g. The comparison of price shall be considering, delivery of goods as per DDP-till final place of destinations i.e. at consignee's end.
- h. The Purchaser's evaluation of a quotation 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 and CMC cost for 5 years.
- i. 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.
- j. Deviations in the Delivery and Payment schedule are not permitted.

k. The Purchaser shall compare all substantially responsive quotations to determine the lowest-evaluated quotation, in accordance with evaluation criteria mentioned in this bidding document.

## 18. Award criteria

The bidder whose quotation has been determined to be substantially responsive and shall be determined as the lowest evaluated quotation, provided further that the bidder is determined to be qualified to perform the contract satisfactorily.

### 19. 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.

#### 20. Purchaser's right to accept any quotation and to reject any or all quotations

The purchaser reserves the right to accept or reject any quotation and to annul the bidding process and reject any or all quotations 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.

# 21. Warranty

- a. The supplier warrants that the goods supplied under the contract are new, unused, of the most recent of current models and incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials or -workmanship (except insofar as the design or material is required by the purchaser is specifications) or from any act or omission of the supplier that may develop under normal use of the supplied goods in India, i.e. the counter of final destination.
- b. The warranty shall remain valid for 36 (Thirty six) months on the equipment or any portion thereof as the case may have been delivered to the final destination and installed, commissioned and take over by the consignee to the entire satisfaction of, the purchaser.
- c. The purchaser shall promptly notify the supplier in writing of any claim arising under this warranty.
- d. Upon receipt of such notice, the supplier shall, with all reasonable speed, repair or replace the defective goods or parts thereof, free of cost at the ultimate destination. The supplier shall elicit over the replaced parts/goods at the time of their replacement. No claim, whatsoever shall lie on the purchaser for the replaced parts/goods thereafter.
- e. If the supplier, having been notified, fails to remedy the defects) within a reasonable period, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchase may have against the supplier under the contract.

- 22. <u>Payments Terms-</u>The method and conditions of payment to be made to the Supplier under this tender, shall be as follows:
  - On Delivery to Consignee: Hundred (100) percent of the Contract Price of the Goods delivered to the Consignee shall be paid within 30 days (two copies) of submission of following documents :
    - 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. Original/ copy of Final Acceptance Certificate (FAC) issued by the authorized representative of the consignee;
    - c. Manufacturer's/Supplier's Warranty Certificate

# 23. Liquidated damages

I. For delays- Subject to, other clauses, if the supplier fails to deliver any or all of the goods or perform the services within the time period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5 percent of the delivered price of the delayed goods unperformed services for each week of delay on pro-rata basis until actual delivery or performance up to a maximum deduction of 10% (ten) percent of the delayed goods or services contract price. However, the purchaser may consider termination of the contract or emergency purchases once the time specified is over.

# For Strategic Alliance Management Services Pvt. Ltd.

# (Dinesh Kumar) Procurement Officer

#### Annexures:

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

# **Technical Specifications**

# i. Technical Specifications – General Requirements

- 1. **Pre-requisite for equipment installation:** The pre-requisites for installation of equipment should be clearly defined in the technical proposal by bidder and the cost for pre-requisite for installation should be borne by bidder. Before proceeding for installation, bidder to confirm that pre-requisite for installation are completed on site
- 2. Installation of Equipment: Selected/Awarded bidder has to install the delivered equipment by certified or qualified personnel. Bidder to perform IQ, OQ and PQ for equipment as per Manufacturer Protocols. Bidder to provide user training to end user during installation.
- **3. Service/Maintenance:** The supplier shall have a functioning after-sale-service in India covering the whole country, including adequate infrastructure, competent and adequately staffed technical personnel with adequately provisioned spare part store allowing responding to any complaints and to repair within 7 days /replace the unit within 14 days of receipt of complaint.

Equipment Name	1. Refrigerator 300-450 L 2. Refrigerator 165-200L
Comprehensive Warranty Period	3 Years, Warranty period starts from installation of equipment at site.
Services under	Besides activities mentioned in Comprehensive Maintenance Services
Comprehensive	it includes replacements of part, consumables etc. during the warranty
Warranty	period
Comprehensive	It includes following during warranty:
Maintenance services	• Breakdown calls to be attended as and when required

### 4. Comprehensive Warranty Period:

5. Equipment Manual: Installation, Operator, Maintenance/Service manuals in English should be provided with each equipment.

# 6. Packing data

Packing data are not necessarily part of the bidding process but are needed for shipment and for customs declarations.

Net weight. Gross weight. Dimensions (W × H × D) in cm. Appliances must be transported upright (Y/N). Customer's tariff number.

- 7. The design and workmanship of equipment offered, including power supply, has to be suited to operate properly and continuously under the climatic conditions in India, especially humidity (e.g. <90% at 35°C), permissible ambient temperature (e.g. +5°C to +45° C), protection against fungi, and possible spikes in the electric network.</p>
- 8. ISO 9001: The manufacturer must have Manufacturer System Certified to ISO 9001.
- **9.** Safety standards: The equipment must comply with ISI certification as per BIS Standards or any equivalent international safety standards such as IEC- 61010 and IEC- 60601 etc.

# **Technical Specifications – Specific Requirements**

# Schedule No.1: NAME OF EQUIPMENT: Refrigerator 300-450 lit

Sr. No.	Technical Specifications	Bidder's Specification (technical compliance/ Deviation, if any)
		Make:
1	Vertical, Capacity 300 lts or more (up to 450L), Frost free,	
	CFC free, Single door.	
2	House hold refrigerator.	
3	Equipment quoted should comply with Indian Standards	
	Institutions Guidelines or any other National or	
	International Guidelines.	
4	Supply voltage: 230 ± 10 V, AC, 50/60 Hz.	
5	Voltage and plugs to be adapted to meet the country	
	requirements.	
6	The line cord / Power cord supplied with the equipment	
	shall be of acceptable durability, length, and current	
	carrying capacity complying with Indian Standards.	
7	Voltage regulator of appropriate rating to be included to	
	cope with 160-260 V.	

# Schedule No. 2: NAME OF EQUIPMENT: Refrigerator 165-200 liters

Sr. No.	Technical Specifications	Bidder's Specification (technical compliance/ Deviation, if any)
		Make:
		Model:
1	Vertical, Capacity 165lts or more (up to 200 L), Frost free, CFC free, Single door.	
2	House hold refrigerator.	
3	Equipment quoted should comply with Indian Standards Institutions Guidelines or any other National or International Guidelines.	
4	Supply voltage: 230 ± 10 V, AC, 50/60 Hz.	
5	Voltage and plugs to be adapted to meet the country requirements.	
6	The line cord / Power cord supplied with the equipment shall be of acceptable durability, length, and current carrying capacity complying with Indian Standards.	
7	Voltage regulator of appropriate rating to be included to cope with 160-260 V.	

# <u>Annexure II</u>

# Schedule of Requirement- Consignee Wise Distribution

# Lot-1

SI. No.	Address	consignee's representative	Tel / Mobile	Email	Alternate Staff Officer	Mobile	Alternate Staff Email	Qty. in Nos. (For Sch. 1)	Qty. in Nos. (For Sch. 2)
1	Sri Venkateswara Govt. Medical college (SVMC), Tirupati, Andhra Pradesh - 517507	Dr. Ramanarah, Principal, Sri Venkateswara Govt. Medical college (SVMC), Tirupati, Andhra Pradesh	8919327185 9849903177	Principalsvmc tpt1960@gma il.com	Dr. Sreenivas Rao Professor & HOD Microbiology	09704142174	drchsrinivasara o@gmail.com	2	1
2	S.P Medical college & Associated Group of Hospitals, Bikaner-334003	Dr BP Sharma, Professor ,Professor & Head Department of Clinical Microbiology &Immunology	9982496277 Tel: 0151- 2226334-338 ,Extn.323,324 ,325	<u>sharmamicro</u> @rediffmail.c om	Dr Geeta Tinna, Associate Prof Microbiology, Nodal Officer Dr BR Bishnoi (Asst. Prof) Lab In charge	9414528988 9413684655	<u>geetavtinna@g</u> <u>mail.com</u> drb.29e@gmail. com	2	1
3	Coimbatore Medical College Hospital, No.1619 A, Trichy Rd, Near. Railway Station, Coimbatore, Tamil Nadu 641018	Dr. B. Asokan, Dean	0422- 2301393 Ext.6. Mob:9842245 081.	deancmccbe @gmail.com	Dr. Mythili, HOD, Microbiology Dr. Malini, Asst. Prof. Dr. Sakthivel, DTO, Coimbatore.	HOD Mob: 9894722662; Asst. Prof:944248289 0; DTO Mob: 9443369760	micro_cmccbe @gmail.com; dtotncbe@rntcp .org	2	1
4	STDC IRL-Bhopal, State TB Hospital Campus, Idgah Hills, Bhopal-462001 Bhopal. Madhya Pradesh.	Dr. Kaushal Kumar, Director STDC Bhopal	Mobile +91 9425677704	Irlmpbpl@rntc p.org stdcmp@rntc p.org	Dr. Soumya Dhawan Dr. Sanjay Dawar	+91 9669531250 +91 9179140267	Irlmpbpl@rntcp. org sowmyadhawan @gmail.com irlmpbpl@rntcp. org	1	1
5	Murshidabad Medical College and Hospital, Station Road, Berhampore – 742 101 Murshidabad, West Bengal	Dr. (Prof.) Manju Banerjee, Principal, Murshidabad Medical College	9433006525 03482- 200433	Principal.msd mch@gmail.c om	Dr. Manash Sarkar. Prof. and HOD Microbiology, Murshidabad Medical College	943339631 5	<u>Manashsarkar9</u> 8@yahoo.in	1	1

SI. No.	Address	consignee's representative	Tel / Mobile	Email	Alternate Staff Officer	Mobile	Alternate Staff Email	Qty. in Nos. (For Sch. 1)	Qty. in Nos. (For Sch. 2)
6	DR-TB Centre Falkawn, MIMER Medical College Campus, Aizawl, Mizoram – 796004	Dr. Lily Chhakchhuak, DTO Aizawl	9436140882	dtomzaz@rnt cp.org	Dr. Zara, Medical Officer, State TB Cell, Mizoram	8575414006	stomz@rntcp.or g	1	1
7	Government Medical College, Department of Microbiology,2 nd Floor, Collector office road, Near Ashok watika, Akola- 444001	Dr Rajesh Karyaskarte, DEAM, GMC, Akola	09922402502	karyakarte@h otmail.com	Dr Nitin Ambhore, Associate Professor. Microbiology, GMC, Akola Dr Rupali S. Mantri, Assistant Professor, Microbiology, GMC- Akola	9822698540/98 50621354 9822500958	naambhore@re diffmail.com r.mantri@rediff mail.com	2	1
8	Moti Lal Nehru Medical College (MLNMC), Allahabad-211001	Dr.(Prof.) S. P. Singh,Principal, MLNMC, Allahabad.	0532- 2256507	mlnmc1961@ gmail.com	Dr Reena Sachan, Lecturer, Dept. Of Microbiology Dr.Arindam Chakraborty, Lecturer, Incharge, Deptt. Of Microbiology	9721410660 7408881369	drreena126@g mail.com arins133@gmail .com	1	1
9	Pandit B D Sharma Post Graduate Institute of Medical Sciences (PGIMS) Rohtak, Haryana – 124001	Dr Aparna, Professor Microbiology, Pandit B D Sharma PGIMS Rohtak, Department of Microbiology,2nd Floor	9896354269	Aparnaparma r2008@rediff mail.com	Dr Ashima Katyal Senior Resident, Microbiology, Pandit B D Sharma PGIMS Rohtak	9466676878	docak07@gmail .com	2	1
10	Guru Gobind Singh Medical College, Sadiq road, Faridkot Punjab- 151204	Dr. Neerja Jindal, Professor & Head, Microbiology Department, GGSMC Faridkot, 2nd Floor	9417691818	idspmcfaridko t@yahoo.com neerjarajende r@hotmail.co m	Dr. Shilpa Arora, Assistant Professor Department of Microbiology Dr. Vishal Sharma, Associate Professor, Department of Microbiology	9988885091 9501323322	<u>s.arora49@yah</u> <u>oo.com</u> <u>vsgmcs@gmail.</u> <u>com</u>	2	1
	1		1	1	1	1	Total Qty.	16	10

# Lot-2<sup>1</sup>

SI. No.	Address	consignee's representative	Tel / Mobile	Email	Alternate Staff Officer	Mobile	Alternate Staff Email
1	Bankura, West Bengal						
2	Kanpur Nagar, Uttar Pradesh						
3	Warangal, Telangana						
4	Burla, Odisha						
5	Kohima, Nagaland						
6	Shillong, Meghalaya						
7	Raigarh, Chhattisgarh						
8	Jhansi, Uttar Pradesh						
9	Site 1, Bihar						
10	Site 2, Bihar						

<sup>&</sup>lt;sup>1</sup> The consignee locations are indicative. Actual location shall be provided at the time of issue of Notification of Award (NOA).

# Annexure-III

# Price Form

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

SI. No.	BIDDER'S PRICES FOR Analytical Balance (Price to be entered by Bidder):									
		Total		INR						
	DESCRIPTION	Quantity (Nos.) (a)	UNIT PRICE (b)	TOTAL PRICE, (c) = (a) x (b)	GST (rate and amount) (d)	TOTAL PRICE, FINAL Place of Destination (e)=(c) + (d)				
1	Refrigerator 300-450 lit	33								
2	Refrigerator 165-200 liters	23								