

RFQ No. SAMS/FIND/Supply/Proc./LT/03/2022

Dated: 15/01/2022

Limited Tender (LT) for repair services of BSL-3 TB Containment Lab at Beliaghata, Kolkata, West Bengal under FIND, India Project

1. The Strategic Alliance Management Services Pvt. Ltd. (SAMS) has been engaged by Foundation for Innovative New Diagnostics, India (FIND, India) for providing procurement consultancy services for equipment, goods, works, and services for use in Tuberculosis (TB) Laboratories in National Tuberculosis Elimination Programme (NTEP) across India under Global Fund (GF) Grant. Accordingly, SAMS on behalf of FIND, India is pleased to invite Quotation for repair services at of **BSL-3 TB Containment Lab at Dr. B.C. Roy Polio Clinic & Hospital for Crippled Children, 38 Badan Roy Lane, Behind Beliaghata ID Hospital, Beliaghata, Kolkata, West Bengal**, as per detailed work requirement enclosed at Annexure-I (detailed work requirement) & III (site photographs).
2. The SAMS hereby request you to submit your Quotation giving in full specifications, as per our terms and conditions enclosed herewith. The quotation should be valid for at least 3 months from the due date for submission of quotations.
3. The quotations should be submitted through e-mail to procurement@samsconsult.com with Subject Line "RFQ No. SAMS/FIND/Supply/Proc./LT/03/2022" on or before **25/01/2022 at 04:00 PM**.
4. The Employer shall open Quotations of all the Quotations received up to due date and time for submission of Quotations **at 25/01/2022 at 04:30 PM**.
5. The Employer, at its sole discretion, may extend the due date & time for submission of Quotations.
6. The firms must ensure that besides all these terms and conditions enclosed herewith, the following documents must be submitted in chronological order along with quotation to show their credentials against required qualifications.
 - i. Forwarding letter clearly mentioning the authorized signatory, total number of pages, the item quoted, quotation validity undertaking of 3 months, which can be extended on mutual consent.
 - ii. The authorization letter for an officer of the bidders and verifying his signature, duly signed by the Authorized Signatory of the company/firm. Only such authorized officers of the bidders should sign the tender documents.
 - iii. Copies of Goods and Service Tax (GST) and PAN card numbers allotted should also be submitted.
 - iv. Bidders should submit a 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 work requirement at Annexure-I.
 - vi. Technical Catalogue/brochure of item quoted as per proposed specifications.
 - vii. Copies of Purchase Orders issued to your firm (at least two) showing experience of the supplies of similar nature as given in this RFQ over the period of the last three years.

For Strategic Alliance Management Services Pvt. Ltd.



Dinesh Kumar- Manager (Procurement)

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Strategic Alliance Management Services Pvt. Ltd.

TERMS & CONDITIONS AND INSTRUCTIONS TO BIDDERS

1. The bidders are expected to examine all instructions, forms, terms, and specifications in the quotation documents. Failure to furnish all information required by the quotation documents or submission of a quotation not substantially responsive to the quotation documents in every respect will be at the bidder's risk and may result in the rejection of its quotation.
2. The quotation shall contain no interlineations erasures or overwriting except as necessary to correct errors made by the bidders, in which case such corrections shall be initiated by the person or persons signing the quotation.
3. Each bidder is entitled to submit only one quote 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.
4. In the event of the space on the prescribed form being insufficient for the required purposes, additional page must be numbered consecutively bear the tender number and be fully signed by the bidders. In such cases reference to the additional pages must be made in the tender form.
5. Any quotation received after the deadline for submission of quotations prescribed will be rejected.
6. No quotation may be modified after the deadline for submission of quotations.
7. **Liquidated Damages-** If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the contract prices as liquidated damages, a sum equivalent to the **0.01 percent per day** of the delivered price of the delayed Goods or unperformed Services for each delay until actual delivery or performance, up to a maximum deduction of the **10 percent of the value of work of completion**.
8. The conditions of the bidders shall not be binding to the SAMS.
9. **Work Completion Schedule-** The renovation work of AHU of BSL 3 lab should be completed **within 30 days of receipt of the final order**.

10. Quotation Prices

- a. The bidders 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 Indian Rupees (INR) in the specified format attached in **Annexure II**.
- b. Total Price till final Place of Destination should be quoted, only GST to be quoted separately, as applicable.

11. Quotation currency

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

12. Document establishing bidder's eligibility and qualifications:

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

- a. The bidders shall furnish, as part of its quotation, documents establishing the bidder eligibility to quotation/tender and its qualifications to perform the contract if its quotation/tender is accepted.

13. Period of validity of quotations:

- a. Quotations shall remain valid for 3 months after the date of quotation/Tender opening prescribed by the purchaser, A quotation/tender valid for a shorter period shall be rejected by the purchaser as non-responsive.
- b. In exceptional circumstances, the purchaser may solicit the bidders consent to an extension of the period of quotation/tender validity. The request and the responses thereto shall be made in writing through email.

14. Format and signing of quotation

- a. The quotation shall be typed or written in indelible ink and shall be signed by the bidder or a person duly authorized to bind the bidders to the contract. All pages of the quotation, except for printed literature, shall be initialed by the person or person's signing the quotation.
- b. The quotation/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 quotation.

15. 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/ tender validity is as required and whether the quotations are generally, in order.
- b. Quotations 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 quotation/ 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 quotation/tender to the quotation documents. For purpose of these clauses, a substantially responsive quotation/tender is one which conforms to all the terms and conditions of the quotation documents without material deviations. The purchaser's determination of a quotation's responsiveness is to base on the contents of the quotation/tender itself without recourse to extrinsic evidence.
- e. A quotation/tender determined as not substantially responsive will be rejected by the purchaser and may not subsequently be made responsive by the bidders by correction of the non-conformity.
- f. 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 bidders.
- 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 bidders and verifying his signature, duly signed by the Authorized signatory of the company/firm. Only such authorized officer of the bidders should sign the tender documents.
 - iii. Copies of GST and PAN card numbers.
 - iv. Bidders should submit signed and stamped copy of this RFQ confirming their acceptance for all Terms and Conditions (T&Cs) of the tender including Delivery and Payment Terms.

16. Evaluation and comparison of Quotation

- a. The purchaser will technically evaluate all quotation determined to be responsive after preliminary examination.
- b. Thereafter quotation of substantially technical responsive and acceptable will be compared to determine lowest evaluated responsive bidder.
- 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 repair requirement at **Annexure-I**.
 - ii. Please specify make/model of each item quoted as per proposed specifications.
 - iii. Copies of Purchase Orders issued to your firm (at least two) showing experience of the supplies of similar nature as given in this RFQ over the period of last three years.
- d. 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 applicable duties, taxes, and other charges.
- e. The contract shall be awarded only to the bidders who are substantially responsive, offer competitive rates, and meet the qualification requirement stipulated in the quotation documents.
- f. Deviations in the Work, Work Schedule and Payment schedule are not permitted.
- g. For any additional requirement, due approval from SAMS/FIND should be taken with proper report duly signed and stamped by the Lab, quote submission and justification with visual proofs, if required.
- h. During the execution and completion of the work, the bidder's representative should be available at the site for supervising the work and bidder focal person should report to Lab in-charge on weekly basis on the status of work and simultaneously on work progress to SAMS and FIND via written communication.
- i. Lab will be handed over to the bidder, only when material is delivered at the site and the work should start on prior written confirmation from the Lab. Shall be noted that the Lab cannot be shut down for a longer period. Therefore, the bidder should proactively complete the work at the site in maximum 7days from the date of handover of the facility. 30 days timeline includes bidders site visit for evaluation, material delivery , planning, execution of work and final handover after completion of work to the Lab.
- j. The Purchaser shall compare all substantially responsive quotations to determine the lowest-evaluated quotation, in accordance with evaluation criteria mentioned in this quotation document.

17. 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 quotation/tender is qualified to satisfactorily perform the contract.
- b. The determination will consider the bidders financial and technical capabilities. It will be based upon the examination of the documentary evidence of the bidder qualifications submitted by the bidders as well as such other information as the purchaser deems necessary and appropriate.
- c. 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 quotation/tender in which event the purchaser will proceed to the next lowest evaluated quotation/tender to make a similar determination of the bidder capabilities to perform satisfactorily.

18. Award criteria

Subject to clause 18, the purchaser will award the contract to the successful bidder whose quotation/tender has been determined to be substantially responsive and has been determined as the lowest evaluated quotation for the quoted schedule, provided further that the bidders is determined to be qualified to perform the contract satisfactorily. The bid ranking, evaluation and award of contract shall be carried out 'schedule-wise'.

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 RFQ without any change in prices or other terms and conditions.

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

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

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

100% payment shall be released within **60 days** of submission of claim along with Work Completion Certificate issued by the authorized representative of the Institute specifying the details and actual quantification of the materials used for Work as per the Purchase Order.

For Strategic Alliance Management Services Pvt. Ltd.



Dinesh Kumar- Manager (Procurement)

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Annexures:

- i. Work Requirement
- ii. Price Form

Work Requirement for the renovation of AHU of BSL 3 Lab at IRL, Kolkata**Scope of work:**

The existing AHU supply and exhaust ducting is totally corroded and damaged over the period and for proper functioning of BSL3 facility, the corrective measures are required for AHU ducting.

- The existing AHU duct (supply and exhaust) and insulation needs to be dismantled.
 - Supply, installation and commissioning of New AHU supply ducting and insulation as the material and requirement defined in the table below
 - Supply, installation and commissioning of New exhaust ducting and insulation as the material and requirement defined in the table below
 - Additional/Supportive material required for AHU ducting work is mentioned in the table below
 - Any gap or leakage should be properly closed/welded/sealed with material such as silicon sealant.
 - Ducting design will be submitted by the vendor along with details of bends, dimensions of the duct at various places from AHU to the BSL 3 lab, as per the existing number of inlets/outlets along with the final work completion certificate.
- **Following materials in the required quantity to be installed at IRL, Kolkata and technical specification for the material required is mentioned below the table-**

Sl. No.	Description of work	Quantity (Approx)	Specifications with capacity (wherever applicable) and warranty as specified by Manufacturer Proposed Makes / Manufactures	Proposed Makes / Model/ Manufactures
1	EXHAUST DUCT 1	850 Sq. ft.		
2	EXHAUST DUCT 2	940 Sq. ft.		
3	INSULATION FOAM FOR SUPPLY DUCTING	640 Sq. ft.		
4	MS ANGLE	6 Nos.		
5	NUTS & WASHERS (MATERIAL -MS)	1 No.		
6	PASTE SOLUTION FOR INSULATION SHEET	20 Nos.		
7	SUPPLY DUCT	640 sq. ft.		

Technical specification of AHU (supply and exhaust) ducting and insulation material:

- Supply Ducting: Ventilation ducting shall be made out of a minimum 24-gauge GI sheet, all the ventilation ducting shall be leak proof and with thermal insulation (the color of insulation material will not be black). This insulation is made of aluminum foil nitrile rubber (19mm) or glass wool (50mm) thick. The GI duct should be fabricated as per SMACNA standards. To prevent air leakage, all the lateral joints and flanged joints of GI ducting should be sealed using silicone sealant
- Exhaust ducting (like supply) shall be made out of a minimum 24-gauge GI sheet. The GI duct should be fabricated as per SMACNA standards. To prevent air leakage, all the lateral joints and flanged joints of GI ducting should be sealed using silicone sealant. All the ventilation ducting shall be leak proof

Price Form

[The Bidder shall fill in the Price Schedule Form for Goods in accordance with the instructions indicated. The list of line items in column 1 of the Price Schedules shall coincide with the List of Goods specified by the Purchaser in the Annexure-I and may be appropriately modified as per requirement of particular Goods].

Sl. No.	BIDDER'S PRICES FOR RENOVATION OF AHU OF BSL-3 LAB at IRL Kolkata (Price to be entered by Bidder):							
	Description of Major Works Item (Works/ Goods / Services)	Make/ Model of items (Works/ Goods) proposed / details of Services	UOM	Total Quantity (a)	INR			
					UNIT PRICE, (b)	TOTAL PRICE, (c) = (a) x (b)	GST, as applicable (d)	TOTAL PRICE, inclusive taxes (e)=(c) + (d)
1			Sq. ft.	850				
2			Sq. ft.	940				
3			Sq. ft.	640				
4			Nos.	6				
5			No.	1				
6			Nos.	20				
7...			Sq. ft	640.				
Grand Total (INR)								

Total Price in figures and words: _____

Place: _____

Date: _____

Name _____

Signature _____ **of** _____ **Bidder**

Seal of the Bidder _____

Photographic evidence: Existing images of AHU(supply and exhaust ducting)







