

OFFICE OF THE DIRECTOR ACHARYA HARIHAR POST GRADUATE INSTITUTE OF CANCER, CUTTACK

TENDER PAPER FOR TENDER NOTICE NO. 3714 /dt. 12.09.2023

Director, Acharya Harihar Post Graduate Institute of Cancer, Cuttack invites sealed tenders in two bid system (Technical Bid, Price Bid) from the manufacturers/authorized dealers/DGSD Rate Contract holder/EPM Rate Contract holders, having after sale service centers in Odisha for the purchase of **Universal Base Plate , Head Rests and Breast Boards**, as per specifications mentioned against each equipment in Annexure – IV. The tenders should reach the office of the undersigned on or before 03.10.2023 at 1 PM. The tenders (Technical Bid) shall be opened on 03.10.2023 at 3 PM. The tenderers or their authorized representative (one person only) may remain present at the time of opening of the tender. The bidder should quote unit price including taxes, terms and conditions and enclose filled up the formats of Annexure-I,II,III in the bidders letter head, with page Nos., signature in all pages with seal. The bidders has to deposit the Earnest money @ 2.5% (refundable) of the basic value of the instrument by way of DD in favour of the Director, Acharya Harihar Regional Cancer Centre, Cuttack and submit in double sealed cover duly super-scribed with tenders for Equipment with tender notice No. & Date. Complete tender as per formats given should be submitted with all the required documents, failing which the tender shall not be considered. Tenders shall not be received beyond the date and time fixed. The undersigned reserves the right to cancel any or all the tenders without assigning any reason thereof.

The detail scheduled of tender.

1. The last date of submission of tender : - 03.10.2023 at 1 PM
2. Opening of technical bid :- 03.10.2023 at 3PM
3. Method of submission of tender : - BY speed post or Registered post.

Sl. No.	Description of Instrument	Quantity	EMD Fixed
1	Universal Base Plate	02 nos.	@ 2.5 % cost of the basic value of the Instrument.
2	Head Rests	2 sets	
3	Breast Boards	02 nos.	

GENERAL TERMS AND CONDITIONS

1. 90% value of the equipment/instrument shall be paid after installation and successful demonstration in this institute. Balance 10% shall be paid after 3 months from the date of satisfactory demonstration and working of the equipment.
2. The supplier shall take full responsibility and bear all the expenditures of transportation, loading, unloading, insurance of the material till installation up to successful demonstration of the equipment at AHPGIC, Cuttack.
3. The supplier has to maintain the instrument and equipment including accessories under warranty for a period of five years from the date of satisfactory demonstration and commissioning of the equipment.
4. The supplier shall bear all the cost of accessories and consumables if required for completion of installation and demonstration of the equipment.
5. The supplier shall bear the cost of inspection and training of the personnel of the institute where-ever applicable/necessary to handle the equipment.
6. It is the responsibility of the supplier to keep their consignment/machine in safe custody in the campus of AHPGIC from the time of arrival till the time of successful demonstration of the same at their own risk and cost. The institute shall provide the space to keep the consignment inside the campus.
7. The bidder may inspect the site of installation of the equipment where turnkey job is required.
08. The penalty charges shall be applicable as under:
 - a) If one fails to deliver the equipment in time, the EMD shall be forfeited with cancellation of purchase order.
 - b) If one fails to complete the installation of the equipment in stipulated time after arrival of the material as per order/negotiation, the penalty per day shall be charged as will be decided by the undersigned at that time which will be deposited by the supplier within the stipulated time, failing which the penalty amount shall be deducted from the EMD/ any payment due to the supplier.
 - c) The penalty charges shall be deducted from EMD/Security money/any balance payment due to the concerned supplier if they fail to fulfil the terms and conditions of the tender/ purchase order.
09. The cost of tender paper Rs.2, 000/- (Non refundable) should be submitted along with the technical bid in favour the Director, AHRCC, Cuttack.
10. All the tender documents should be typed on the letter head of the bidder and duly signed with page No. in all pages. The tender paper of AHPGIC , Cuttack should not be enclosed along with the bid.
11. The validity of tender bid must be minimum 90 days from the date of tender opening.

12. Dispute if any with regard to the tender shall be settled in the court in the jurisdiction of Cuttack, Odisha.
13. No tender will be accepted beyond the date and time fixed.
14. The authority reserves the right to reject any or all the tenders without assigning any reason thereof. The authority also reserves the right to alter the terms and conditions of supply, payment, warranty etc. without assigning any reason thereof.

The technical bid must be accompanied with the following documents.

1. Technical specification of each quoted equipment supported by manufacturers printed Catalogues/Instruction Manuals/ Literature of the equipment/ instruments separately.
2. Earnest money deposit of by way of DD in favour of the Director, Acharya Harihar Regional Cancer Centre, Cuttack as fixed.
3. Photocopy of DGSD rate contract/ EPM rate contract if any.
4. Under-taking to maintain the equipment for a period of five years under warranty and bear the penalty charges as per format enclosed (Annexure – I).
5. Undertaking that the price as obtained on the date of issue of purchase order shall be the price at which the equipment in question shall be supplied by the firm. (As per format enclosed at Annexure – I).
6. The tender application proforma as per Annexure – II enclosed should be filled in, typed in the letter head of the tenderer, signed by the bidder and to be submitted along with the tender for each equipment separately.
7. Copy of up-to-date GST clearance certificate.
8. Copy of up-to-date letter of authority from the principal/manufacturer in case of authorized dealer.
9. Copy of up-to-date letter from the concerned authority as a manufacturer of the quoted item in case of manufacturer.
10. List of maximum number of users of the quoted equipment with full address and present telephone number.
11. Performance certificate at least from three users with full address and present telephone number.
12. Cost of tender paper Rs. 2000/- by way of DD in favour of Director, A. H. Regional Cancer Centre, Cuttack.

UNDERTAKING

(Should be typed in the letter head of the Bidder)

I/We on behalf of _____ hereby undertake that we shall bear all penalty charges as and when will be charged by AHRCC, Cuttack in case we fail to complete the following works as per the condition of purchase order.

- a) Delivery of the equipment as per specification and quantity.
- b) Complete the installation as per purchase order.
- c) Commissioning the equipment for treatment.
- d) Maintain the system during warranty period for a period of 5 years.
- e) Undertaking that the bidder is not black listed.

We hereby undertake that the rate as obtained on the date of issue of purchase order shall be the rate at which the equipment in question shall be supplied by us.

Signature of the Bidder

FORMAT FOR TENDER APPLICATION

(Should be typed in the letter head of the Bidder and enclosed with technical bid for each equipment separately)

Offer No. _____/Date _____ Validity of offer up to _____.

1. Name of the equipment.
2. Make
3. Model
4. Technical Specification of the quoted equipment in comparison with tender Specification
5. Catalogue of the quoted equipment at page No:-
6. Life of the equipment.
7. Name and address of the Principal firm.
8. Name and address of the authorized Indian dealer/firm.
9. Name and address of after sales service station in Odisha.
10. Telephone/FAX/E-mail No.
11. Delivery period.
12. Mode of delivery.
13. Time required for installation and demonstration.
14. Guarantee period.
15. EMD DD No., Date and Amount.
16. GST clearance certificate at page No. :-
17. Up-to-date letter of authority from the Principal at page No. :-
18. Copy of up to date DGSD/EPM rate contract if any at page No. :-
19. Undertaking as per format enclosed (Annexure – I) at page No. :-
20. Undertaking from the manufacturers or their agents regarding trained staff available to support the uptime guarantee during warranty period and after warranty period up the life of the equipment.
21. Name and address of users of the quoted Equipment with telephone No at page No. :-
22. Performance certificate from 3 users with address and Telephone No. at page No. :-
23. Payment terms of the equipment at page No. :-
24. DD No., Date & amount for downloading the tender paper.
25. Optional accessories if any required, mentioned at page No. :-
26. Consumables if any required, mentioned at page No. :-

Signature of the Bidder

Annexure-III

Format of The price bid for each equipment separately

- 1) Name of the equipment
- 2) Make
- 3) Model
- 4) Price of the equipment as per format below (A)
- 5) Taxes as per format below
- 6) Installation and Demonstration charges if any.

A:

Sl. No.	Brief Description of the Item with make & model	Unit Price	Taxes	Total Cost

Specification of Universal Base Plate

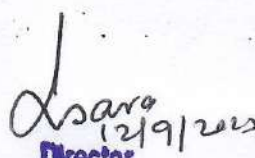
1. Universal Base Plate should be made of Ture Cushion Carbon Fibre.
2. Should be useful for multiple treatment options like 3DCRT, IMRT, IGRT & VMAT etc.
3. Should be useful both for Adult & Pediatric Patients.
4. Should be Fully Indexible.
5. Should offers immmbolization for Brain , Head & Neck , Thorax , Abdomen ,pelvis & full body.
6. Should be Compatibility with U Frame & O type masks.
7. Should accepts all head rests both in supine & prone position.
8. Vacuum cushions use should also be possible with the base plate.
9. Should have U.S. FDA approval.

Specification for Head rest

1. True cushion carbon fibre minimum of 3 sizes (2 sets) .

Specification for Breast Board

1. Composed of True cushion carbon fibre .
2. Should include two arm cups , two hand grips , removable head cup , adjustable bottom stopper and leg positioner .
3. Different elevation position like 5°, 10°, 15°, 20°.
4. Should be Indexable to any couch top.
5. Should be CT compatible.
6. Should have U.S. FDA approval.


Director
A. H. Post Graduate Institute
of Cancer, Cuttack